

MINUTES

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

** Requests to be added to the agenda as a "Scheduled Matter from the Floor" should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the "non-agenda items only" public comments section of the agenda.*

** Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.*

** Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.*

** Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com*

I. Call to Order

Meeting called to order at 5:00pm.

II. Pledge of Allegiance

Paniagua led in the pledge of allegiance.

III. Roll Call

Present: Antisdell, Capron, Finan, Paniagua, Reed, Renfro, Terry, Weedon, Williams

Absent: None

City Staff present: City Manager Tony McGhee, City Clerk Kalla Langston-Weiss

IV. Approve Agenda

Motion made by Weedon, seconded by Terry to approve Agenda as presented. Voice vote carries unanimously.

V. Public Comment - Agenda Items Only (3-minute limit)

Randy Hendrixson – As the Chair of LiveBuchanan, let the DDA know a tremendous amount of effort went in to obtaining 501 (C)(3) status and her would answer any questions they had.

VI. Approval of Minutes

A. Consider approving the Regular Meeting Minutes from July 9, 2025.

Motion made by Antisdell, seconded by Reed to approve Minutes as presented. Voice vote carries unanimously.

VII. Unfinished Business

A. Review of Proposed Bylaw Changes

Motion made by Antisdell, seconded by Renfro to recommend approval of the proposed bylaw changes to the City Commission. Roll call vote carries unanimously.

B. Legal Opinion on assuming control of the LIVE Buchanan 501 (C)(3)

McGhee presented the legal opinion to the DDA. The Attorney does not recommend the DDA assuming control of LiveBuchanan to keep things simple. McGhee shared that he would recommend another group taking the 501 (C)(3) instead.

C. Overview of Financial Position

McGhee presented the overview of the DDA's financial position and recommendations for how they'd like to invest.

Motion made by Antidel, seconded by Reed to keep \$50,000 liquid and put the remainder in a 90-day CD. Roll call vote carries unanimously.

D. Development of new Downtown Development and TIF Plan (2007 Plan attached) - Dan Fette, Berrien County

McGhee introduced Dan Fette, the Berrien County Community Development Director who has offered to help develop the DDA TIF plan. He has worked with many different DDAs in the County. Fette presented on the Recodified Tax Increment Financing Act, with the goal of helping the DDA write a plan that best addresses their funding, community and economic development goals.

He gave an overview of the key points of the purpose and powers of a TIF plan, including that plans should be specific and cost effective with the primary purpose being public benefit. Fette reviewed financial and reporting obligations of a DDA as well as the Treasury's enforcement options. Fette then walked through the process of developing a plan from start to finish. They could use the 2007 TIF plan, the current master plan, and a Vision for Buchanan as starting points.

Paniagua asked what the timeline for completion was. Fette suggested by the end of year, though they could extend into next year as there is a development plan in place. Antidel asked about the environment regarding, for example, USDA loans. Fette answered it was not great at the moment. Paniagua asked if there was a best practice in organizing the process, maybe with a subcommittee. Fette answered that it does vary community to community, with some utilizing public forums or working with their local planning commissions.

VIII. New Business

A. Marketing Plan RFP

Paniagua and McGhee had discussed a different strategy for the marketing RFP, with the marketing subcommittee meeting to agree on the scope of work needed. The working group will meet to discuss ideas to bring back to the board.

IX. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

None.

X. Public Comment - Non-Agenda Items Only *(3-minute limit)*

None.

XI. Executive Comments

McGhee thanked the members for the good work they've been doing as a brand new board.

XII. Adjourn

Motion made by Terry, seconded by Weedon to adjourn at 5:57pm.