



**Regular Meeting Agenda**  
**Wednesday, December 9, 2020, 7:00 pm**  
**Zoom Virtual Meeting**  
Login: <https://zoom.us/j/93428865218>

1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes – November 11, 2020
4. Audience Comments
5. Liaison Reports
  - A. City Council – Ann Peterson
  - B. Chamber of Commerce – Marilyn Trent
  - C. Historical Commission – Don Sienkiewicz
  - D. Principal Shopping District – Candice Van Slembrouck
6. General Business Agenda Items
  - A. Outdoor Seating Grant Application – Royal Park Hotel - Kristi
  - B. Finance Presentation – Anthony Moggio/Marcy Moriwaki
  - C. Set Date for DDA FYE 2022 Goals & Objectives Meeting - Ben
  - D. DDA/PSD Joint Planning Discussion for FYE 2022 - Ben
7. Receipt of Regular Reports
  - A. Executive Director Update
  - B. Events & Marketing Update
  - C. Financial Report for DDA
  - D. Business Development Committee
  - E. Site Development Committee
8. Miscellaneous
9. Adjournment

**The next regular meeting of the Rochester DDA is**  
**Wednesday, January 20, 2021**

Downtown Development Authority  
Regular Meeting Minutes

Wednesday, November 11, 2020  
Zoom Virtual Meeting  
7:00 p.m.

1) Call to Order

The regular meeting of the Downtown Development Authority Board of Directors was called to order by Chairman Ben Giovanelli at 7:00 p.m.

2) Roll Call

Board Members Present:	Chairman Ben Giovanelli, Mayor Stuart Bikson, Marilyn Trent, Paul Haig, Tony Lipuma, Candice Van Slembrouck, Erik Diana, Tonia Carsten
Board Members Absent:	Lisa Germani Williams, Chris Johnson, Bob Bloomingdale
Council Liaison Present:	Ann Peterson
Chamber Liaison Present:	Marilyn Trent
Historical Commission Liaison Present:	Don Sienkiewicz
PSD Liaison Present:	Candice Van Slembrouck
DDA Executive Director Present:	Kristi Trevarrow

Chairman Giovanelli welcomed new member, Tonia Carsten, to the Board.

3) Approval of Meeting Minutes

Regular Meeting Minutes – October 21, 2020

Motion By:	Paul Haig to approve the October 21, 2020 Regular Meeting Minutes as presented.
Second By:	Tony Lipuma
In Favor:	Tony Lipuma, Chairman Ben Giovanelli, Mayor Stuart Bikson, Marilyn Trent, Erik Diana, Paul Haig, Candice Van Slembrouck, Tonia Carsten
Opposed:	None
Motion Passed	

4) Audience Comments

There were no audience comments.

5) Liaison Reports

A. City Council

Ann Peterson highlighted the following from the 11/09/2020 City Council meeting:

- Council approved a Facility Use Interlocal Agreement with Oakland County to use the City’s Fire Department as a COVID-19 testing location.
- A Special Event Application from Chabad Jewish Center of Troy was considered, but denied because of COVID-19. The applicant was invited to make application in 2021 for the event.
- Council approved the Agreement for 2021 Gypsy Moth Population Control Measures.

B. Chamber of Commerce

Marilyn Trent highlighted the following:

- A ribbon cutting for the Merchant Market at Fieldstone Winery was held. The Market will feature all Michigan made foods and will be a nice addition to downtown.
- The Sunrise Pinnacle Awards were held on November 2, 2020 via live stream. DDA Director Kristi Trevarrow received the Community Hero Award for her contribution to creating hope and unity.

C. Historical Commission

Don Sienkiewicz stated that the Historical Commission has completed an inventory of coloring books that are distributed to the elementary schools annually. Distribution this year will depend on whether the children are in school, or whether they are being taught virtually. The Commission will be having a virtual meeting soon to set a preliminary date for the 2021 Heritage Days.

Paul Haig shared that on December 9, 2020, Rod Wilson will be virtually presenting an exhibit of the 9,000-item collection of Rochester History donated to Oakland University by Rod and Sue Wilson. Registration to attend the virtual meeting is required.

D. Principal Shopping District

Candice Van Slembrouck stated that the next PSD meeting will be on December 8, 2020.

6) General Business Agenda Items

A. Festival of Trees Payment for Rochester Community House

Motion By:	Stuart Bikson to transfer \$3,815.00 to the Principal Shopping District (PSD) for the purpose of payment to the Rochester Community House in order to make them whole due to the necessity of relocating the Festival of Trees due to the restrictions of COVID-19.
Second By:	Candice Van Slembrouck

In Favor:	Marilyn Trent, Erik Diana, Tony Lipuma, Chairman Ben Giovanelli, Mayor Stuart Bikson, Paul Haig, Candice Van Slembrouck, Tonia Carsten
Opposed:	None
Motion Passed	

B. Update on Downtown Collaboration Studio Lease

Motion By:	Paul Haig to authorize Chairman Giovanelli and Director Kristi Trevarrow to sign the proposed lease for 431 Main Street as presented.
Second By:	Tony Lipuma
In Favor:	Candice Van Slembrouck, Marilyn Trent, Tony Lipuma, Chairman Ben Giovanelli, Mayor Stuart Bikson, Erik Diana, Paul Haig, Tonia Carsten
Opposed:	None
Motion Passed	

C. Fire & Ice Alternate Plan

Kristi Trevarrow explained that Oakland County is not yet ready to commit to the Fire & Ice Festival. Plans are already underway for the DDA to continue with ice sculptures and the collegiate competition, as these can be conducted as more of a self-guided event. The staff is also working on some type of shopping promotion. More information will be available at the December DDA meeting regarding the fireworks. If the County chooses not to participate, the fireworks will cost approximately \$5,000 each night.

D. Discussion – Ongoing Efforts for COVID-19 Response Downtown

The Board discussed the following plans for 2021:

- Continue with innovative ideas and provide continued support to businesses.
- Continue compliance with CDC and Michigan Health Department recommendations.
- Provide holiday signage to merchants, reminding their patrons to wear masks and practice safe distancing.
- Continue to provide merchants with PPE (gloves, masks, sanitizer, etc.).
- Continue outreach regarding the resources available.
- Continue to offer smaller, more self-guided events for those not comfortable in larger groups, as well as tentatively plan for the larger group events.
- Continue to be cognizant of the use of space, i.e. use of the east parking deck.
- Parking revenue has been negatively affected. This will have to be addressed soon.
- The December 9, 2020 DDA meeting will include an opportunity to preliminarily discuss Goals & Objectives for 2021. A joint DDA/PSD Goals & Objectives meeting will be held in January 2021.

7) Receipt of Regular Reports

A. Executive Director Update

**Main Street America Webinar**

Kristi Trevarrow was a guest speaker for the third in a series of webinars offered by Main Street America. Each topic focused on recovery efforts related to COVID-19. Ms. Trevarrow's topic was Re-Imagined Holiday Promotions.

**Michigan Downtown Association Annual Conference (Virtual)**

Kristi Trevarrow presented at the MDA Annual Conference on Friday, November 6, 2020 on the topic of the Evolution of Downtown Events.

**The Big, Bright Light Show**

Installation of The Big, Bright Light Show will be completed shortly. Testing will begin the week of November 9, 2020.

**Sunrise Pinnacle Awards**

Kristi Trevarrow received the Community Hero Award at this year's Sunrise Pinnacle Awards.

B. Events & Marketing Update

EVENTS

**Holiday Window Contest: November 16 through December 4, 2020** – Downtown businesses will be decorating their storefront windows for the holiday season. This year's theme is "Vintage Christmas." The public will decide which window is their favorite by texting to vote for their favorite window. Texting is open to the public from November 16<sup>th</sup> through December 4<sup>th</sup>. The winner of the window contest will be announced at the Kris Kringle Market and will receive an award.

**Plaid Friday: November 27, 2020** – Shoppers are encouraged to wear plaid and head to Downtown Rochester for a fun day of shopping. Plaid Friday celebrates the diversity and creativity of local and independent businesses. It is a fun alternative to the consumer frenzy of "Black Friday." Shoppers will enjoy store discounts and promotions as well as a "Shopping with my Gnomies" selfie scavenger hunt! Find all six "Gnomies" hidden throughout businesses, take a selfie with each and tag Downtown Rochester for your chance to win a \$100 gift certificate. Plaid Friday is sponsored by Genisys Credit Union.

**Small Business Saturday: November 28, 2020** – Now in its eleventh year, Small Business Saturday serves as the ceremonial kickoff to the holiday shopping season for small businesses across the United States. Shoppers can enjoy discounts and promotions in Downtown Rochester.

**Festival of Trees: November 21-22, 2020** – Move-in will begin on Monday, November 16, 2020 for this self-guided event. The hotel will be offering rooms for the night, which will include a socially distanced Santa Brunch. The hotel is also offering two themed holiday suites, which will be available for purchase.

## PROMOTIONS

***In Town Magazine:*** The *In Town Magazine* will be in homes this week. 43,000 copies will be distributed via direct mail, as well as passed out to downtown merchants.

**Channel 7 Live Remotes:** WXYZ was in town this week filming our holiday flight this year. Live remote participants included Fox Chevrolet, The Linda Rea Team, The Cheese Lady, O'Connor's Public House, Fieldstone Winery, The Rochester Mills, Fourth Street Boutique, Mi State of Mind, Simplicity Healing and Detroit Tarot Company.

**Farmers' Market/Holiday Market:** The summer season wrapped at the end of October. Overall the season was very successful for the vendors and we look forward to bringing that energy into 2021. Due to circumstances, we will be unable to host the Thursday Holiday Farmers' Market in the Rochester Fire Department.

**Kris Kringle Market:** The Kris Kringle Market will be held December 4<sup>th</sup> and 5<sup>th</sup>, and will be held on top of the east parking structure. This location will allow sufficient distancing and one entrance and exit. Capacity will be monitored. There will not be a warming tent this year, but mugs will still be available for purchase at the DDA booth.

C. Financial Report for DDA

The Revenue and Expenditure Report for period ending 10/31/2020 for Fund 494, Downtown Development Authority was included in the packet.

D. Business Development Committee

E. Site Development Committee

8) Miscellaneous

Tonia Carsten introduced her business, Tonia's Victorian Rose (Tea Room & Restaurant), located at 118 W. Third Street. The Tea Room and Restaurant is open from 11:00 a.m. – 2:00 p.m., Wednesday through Saturday. After Thanksgiving, it will also be open on Sundays and some evenings. There will also be a Christmas-themed evening.

Paul Haig thanked Chairman Giovanelli for the great job he is doing as chairman of the DDA.

Chairman Giovanelli stated that restaurants are important to the downtown, and they will need continued support in 2021, making the availability of the platforms important for them to succeed.

Candice Van Slembrouck asked if there had been any progress on the Neighborhood Light Fight. Ms. Trevarrow stated that registration is open for the event. One group has already signed up. Staff will put together a map of participating neighborhoods. There have been a lot of inquiries, as well as a potential sponsor. The deadline to sign up is November 23, 2020, with the competition continuing from December 1<sup>st</sup> through the 13<sup>th</sup>.

9) Adjournment

Seeing no further business, the meeting was adjourned at 8:14 p.m.

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Date Approved

Susan McCullough

UNOFFICIAL

## **6A. Outdoor Seating Grant Application – Royal Park Hotel**

The Royal Park Hotel is seeking grant dollars to provide cover and heating for the existing outdoor terrace. The Hotel is seeking \$3,000 in grant funding, which is the maximum amount allowed through the grant program.

Below is the list of items that the grant dollars would cover:

- The cost is \$2,176.62 for the frame, tent and heat (per month) – expected timeframe is two – three to months (based on state mandates)
- Includes window sidewalls, heat and frame – very safe
- Size – 16 X 32 which will allow a capacity for 25
- RPH will use existing chairs and tables
- Location is the upper outdoor terrace which is right off Park 600 and easy access to and from the kitchen
- Seeking \$3,000.00 in funding which would cover five weeks and get us through the holiday season and allow us to continue to sustain until the Governor lifts mandates
- We plan to add some festive décor and make this warm, safe & inviting for our guests.
- Currently we are unable to seat inside
- The space right off Park 600 would be very desirable for service, food delivery and guest experience



**OUTDOOR SEATING MINI-GRANT  
PROGRAM APPLICATION**

1. Business Name: ROYAL PARK HOTEL
2. Business Contact Person: SUSAN KEELS
3. Mailing Address: 600 EAST UNIVERSITY DRIVE  
ROCHESTER, MI 48307
4. Phone Number: 248-877-3881
5. Building Address: 600 EAST UNIVERSITY DRIVE
6. Building Owner: FRANK REWOLD
7. Building Owner's Address: 5198 STONEHENGE DRIVE  
ROCHESTER MI
8. Building Owner's Phone #: 248-310-0802  
48306
9. The following items must be provided:
  - a) Detailed Description of Elements in Seating Area
  - b) Rendering or Diagram of Seating Area
  - c) Cost Estimate of Project - see quote attached

The Undersigned Applicant Affirms and Understands That:

- a. The information submitted herein is true and accurate to the best of my knowledge.
- b. I have read and understand the Outdoor Seating Mini-Grant Program Guidelines and agree to abide by these conditions.
- c. I understand that receipt of an Outdoor Seating Mini Grant Funding Commitment Letter from the DDA does not constitute application or approval by the City of Rochester.
- d. I understand that any changes made to the approved project without the approval of the DDA Director will cause the DDA to withdraw its funding commitment.

Signature:



Date 11.30.2020

# Rochester Event & Equipment Rental

1974 ROCHESTER INDUSTRIAL DR  
 ROCHESTER HILLS, MI 48309  
 www.rochesterrental.com

248-651-0424 Phone  
 248-841-1183 Fax

**Status: Quote**

Quote #: q3814

Event Beg: Tue 12/ 1/2020 7:30AM  
 Event End: Thu 12/31/2020 10:00PM  
 Operator: Dan Sargent

Customer #: 6675

**ROYAL PARK HOTEL**  
 600 E. University  
 Rochester, MI 48307

248-652-2600 Phone  
 248-652-8903 Fax

Qty	Key	Items	Part#	Status	Event End Date	Price
1	MR	16'X32' FRAME TENT		Rental	Thu 12/31/2020 10:00PM	\$1,245.00
1	.TENSW7X30	SIDEWALL, WINDOW 7 X 30 ANCHOR FIESTA		Rental	Thu 12/31/2020 10:00PM	\$135.00
1	.TENS2020AC	SIDEWALL, WINDOW 7 X 20 ANCHOR		Rental	Thu 12/31/2020 10:00PM	\$90.00
1	.HEAP170AC	HEATER, PROP 170,000 BTU		Rental	Thu 12/31/2020 10:00PM	\$390.00
2	TANP25	TANK W/PROPANE 100 LB		Retail		\$169.82
1	I48307	DELIVERY & PICKUP		Delivery		\$25.00

**Delivery Tue 12/ 1/2020**

**Pickup Thu 12/31/2020**

600 E. University  
 Rochester, MI 48307

600 E. University  
 Rochester, MI 48307

MONTH RENTAL

**QUOTED PRODUCTS ARE NOT CONSIDERED RESERVED ITEMS UNTIL A DEPOSIT  
 IS GIVEN VIA CREDIT CARD OR CASH QUOTE VALID FOR 30 DAYS**

Rental:	<b>\$1,860.00</b>
Sales:	<b>\$169.82</b>
Delivery Charge:	<b>\$25.00</b>
Subtotal:	<b>\$2,054.82</b>
Michigan:	<b>\$121.79</b>
<b>Total:</b>	<b>\$2,176.61</b>
<b>Paid:</b>	<b>\$0.00</b>
<b>Amount Due:</b>	<b>\$2,176.61</b>

Signature: \_\_\_\_\_

**ROYAL PARK HOTEL**



## **6B. Finance Presentation**

Finance Director Anthony Moggio and Assistant Finance Director Marcy Moriwaki will provide an update on the DDA Budget, City Parking System and the impact of COVID-19.

<b>494 DDA</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>
<b>Total Revenues</b>	\$ 1,793,770	\$ 1,758,439	\$ 1,713,358	\$ 1,762,768

**Expenses**

Administrative & Overhead (Wages/Rent/Contracts)	\$ 528,093	\$ 545,724	\$ 543,230	\$ 554,772
BBL	175,000	150,000	150,000	150,000
Site Development	-	-	250,000	250,000

**Capital**

Street Light Replacement	65,340	202,240	100,000	100,000
Sidewalk Program	36,047	31,242	31,680	32,155
Sidewalk Program Assessment Additional Ask	-	130,000	-	-
City Council Approved 3 year plan	365,923	68,552	373,156	-
Capital Assets Maintenance	171,577	150,000	151,000	153,000

Transfers to Parking	50,000	50,000	50,000	50,000
DDA Transfer to Parking	-	112,164	112,164	112,164
DDA Transfer to Parking	-	250,000	-	-
Debt Service to Auto Park	188,919	188,970	-	-
Covid 19 Response (Parklets)	56,000	69,043	-	-
PSD SAD	-	296,658	-	-
Business Development (Collab Studio/Other)	-	100,000	-	-

<b>Total Expense</b>	<b>\$ 1,636,899</b>	<b>\$ 2,344,593</b>	<b>\$ 1,761,230</b>	<b>\$ 1,402,091</b>
Surplus / Deficit	\$ 156,871	\$ (586,154)	\$ (47,872)	\$ 360,677

DDA Fund Balance Unrestricted	\$ 907,321	\$ 321,167	\$ 273,295	\$ 633,972
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					<b>Total</b>
Non-approved Requests	-	242,164	362,164	112,164	716,492
DDA Covid Related Expenses	244,919	654,671	-	-	899,590

**6C. Set Date for DDA FYE 2022 Goals & Objectives Meeting**

Please bring your calendars to select a date in January/February 2021 for our annual Goals & Objectives Meeting. The meeting will be held via Zoom.

**6D. DDA/PSD Joint Planning Discussion for FYE 2022**

The DDA/PSD will meet to discuss ideas and opportunities for the current and upcoming budget years.

## **7A. Executive Director Update**

### **Downtown Days of Giving**

We are hosting a Toy Drive at the Studio to help Neighborhood House with their unprecedented need this year from families. Our efforts will make sure that these children will have gifts to open on Christmas morning!

### **The Big, Bright Light Show Media Coverage**

The Big, Bright Light Show has been getting tons of love this week including:

- Twinkliest Town in Michigan – Only In Your State
- Best Drive Through Light Shows in Metro Detroit – Hour Detroit
- 50 Best Christmas Light Displays in Every State – Parade Magazine

### **The Great Christmas Light Fight**

We were contacted by ABC that they are ready to begin casting for next year's show. We are preparing our materials and are hoping that we may be chosen for the show!





## Rochester DDA Board Meeting

November 3, 2020

Events Coordinator Report

### Past Events:

- **Plaid Friday and Small Business Saturday: November 27 & 28** – Over 40 merchants had a variety of different deals and promotions these two days. Genisys Credit Union was the presenting sponsor of Plaid Friday and sponsored the “Shopping with my Gnomies” scavenger hunt as well as the Love Local Rochester plaid tote bags for merchants to giveaway to customers. We spoke to several merchants and everyone seemed very pleased with the foot traffic downtown after Thanksgiving. We hope the energy of shopping small and keeping dollars local throughout the holiday season!

### Events

- **Holiday Window Contest: November 16 – December 4** – Downtown businesses will be decorating their storefront windows for the holiday season. This year’s theme is ‘Vintage Christmas’. The public will decide which window is their favorite by texting to vote for their favorite window. Texting is open to the public from November 16<sup>th</sup> – December 4<sup>th</sup>. The winner of the window contest will be announced at the Kris Kringle Market and will receive an award.
- **Fire & Ice** – January 15 – 17. It does not appear that Oakland County is hosting the Fire & Ice Festival this year. However, we are still planning to have ice sculptures in town, shopping promotions and maybe still host the collegiate carving competition. More details to come!

**DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING**  
**December 2020**  
**Marketing Coordinator Update**

**PROMOTION**

**Kris Kringle Market:** Unfortunately, due to state restrictions we were unable to host the Kris Kringle Market this year.

**Holiday Promotions:** We started a series of promotions for the month of December called a “Sip & Shop”. By spending \$50 or more in the Downtown Collaboration Studio, we provide shoppers with a coffee sleeve for Dessert Oasis Coffee Roasters to redeem a small coffee or hot coco. We are looking to continue this with other businesses in the coming weeks.

**BUSINESS DEVELOPMENT**

**In Town Magazine:** The Holiday/Winter edition of the In-Town Magazine has been sent out to over 43,000 homes in the area as well as distributed to downtown businesses.

User: mmoriwaki

PERIOD ENDING 11/30/2020

DB: Rochester

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/2020	AVAILABLE BALANCE	% BGD USED
Fund Group <None>						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000.000 - GENERAL LEDGER						
494-000.000-402.000	CURRENT PROPERTY TAXES	1,631,032.00	1,495,009.69	6,955.51	136,022.31	91.66
494-000.000-528.000	OTHER FEDERAL GRANTS	0.00	14,000.00	0.00	(14,000.00)	100.00
494-000.000-573.000	LOCAL COMMUNITY STABILIZATION	53,000.00	46,575.86	46,575.86	6,424.14	87.88
494-000.000-626.000	DDA BUSINESS DEVELOPMENT	5,000.00	22,769.22	2,079.00	(17,769.22)	455.38
494-000.000-665.000	INCOME ON INVESTMENTS	15,300.00	0.00	0.00	15,300.00	0.00
494-000.000-665.072	INTEREST -MICHIGAN CLASS	0.00	441.49	0.00	(441.49)	100.00
494-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	42,767.00	14,255.68	0.00	28,511.32	33.33
494-000.000-692.000	MISCELLANEOUS INCOME	7,500.00	0.00	0.00	7,500.00	0.00
Total Dept 000.000 - GENERAL LEDGER		1,754,599.00	1,593,051.94	55,610.37	161,547.06	90.79
TOTAL REVENUES		1,754,599.00	1,593,051.94	55,610.37	161,547.06	90.79
Expenditures						
Dept 752.000 - BIG BRIGHT LIGHTSHOW						
494-752.000-805.000	CONTRACTUAL SERVICES	446,658.00	446,658.00	0.00	0.00	100.00
Total Dept 752.000 - BIG BRIGHT LIGHTSHOW		446,658.00	446,658.00	0.00	0.00	100.00
Dept 896.000 - DOWNTOWN DEVELOPMENT AUTHORITY						
494-896.000-701.000	SUPERVISOR SALARIES	77,200.00	29,589.80	5,917.96	47,610.20	38.33
494-896.000-710.101	LONGEVITY	1,400.00	0.00	0.00	1,400.00	0.00
494-896.000-715.000	FICA	6,288.00	2,392.83	468.12	3,895.17	38.05
494-896.000-716.000	HOSPITALIZATION	21,964.00	6,588.04	1,647.01	15,375.96	29.99
494-896.000-716.002	HOSPITALIZATION - RETIREE	1,200.00	0.00	0.00	1,200.00	0.00
494-896.000-716.004	HOSPITALIZATION -HSA FUNDING	6,120.00	0.00	0.00	6,120.00	0.00
494-896.000-717.000	EMPLOYEE LIFE INSURANCE	522.00	0.00	0.00	522.00	0.00
494-896.000-718.000	RETIREMENT CONTRIBUTION	27,637.00	12,848.35	2,569.67	14,788.65	46.49
494-896.000-719.000	DENTAL/OPTICAL	515.00	568.80	113.76	(53.80)	110.45
494-896.000-721.000	UNEMPLOYMENT COMP. INSURANCE	16.00	9.74	0.00	6.26	60.88
494-896.000-728.000	POSTAGE	3,133.00	506.53	26.99	2,626.47	16.17
494-896.000-729.000	PRINTING & OFFICE SUPPLIES	20,000.00	7,390.33	1,302.89	12,609.67	36.95
494-896.000-757.000	OPERATING SUPPLIES	2,500.00	485.65	0.00	2,014.35	19.43
494-896.000-801.000	ADMINISTRATIVE CROSS CHARGE	76,592.00	25,530.68	0.00	51,061.32	33.33
494-896.000-803.000	LEGAL SERVICES	2,551.50	675.00	0.00	1,876.50	26.46
494-896.000-804.000	AUDITING	2,700.00	0.00	0.00	2,700.00	0.00
494-896.000-805.008	CONTRACT SVCS - ORG. COMMITTE	69.00	0.00	0.00	69.00	0.00
494-896.000-805.009	CONTRACT SVCS - BUS. DEV COMM	112,945.00	36,037.40	10,074.84	76,907.60	31.91
494-896.000-805.010	CONTRACT SVCS - D.P.W.	10,445.00	0.00	0.00	10,445.00	0.00
494-896.000-805.011	CONTRACT SVCS - MAINTENANCE	22,979.00	1,933.00	430.00	21,046.00	8.41
494-896.000-805.027	CABLE CASTING	4,178.00	1,300.00	0.00	2,878.00	31.12
494-896.000-805.030	CONTRACT SVCS - DUMPSTERS	119,768.00	35,358.30	7,071.66	84,409.70	29.52
494-896.000-805.034	CONTRACT SVCS - SIDEWALK SNOW	10,435.00	0.00	0.00	10,435.00	0.00
494-896.000-805.703	CONTRACT SVCS - EMPLOYMENT	1,776.00	1,400.00	140.00	376.00	78.83
494-896.000-850.000	TELECOMMUNICATIONS	5,133.00	2,599.79	592.85	2,533.21	50.65
494-896.000-850.001	TELEPHONE LEASE	626.00	0.00	0.00	626.00	0.00
494-896.000-860.000	COMPUTER RENTAL	2,049.00	1,024.50	0.00	1,024.50	50.00
494-896.000-861.002	EQUIPMENT LEASE - COPY MACHIN	16,712.00	6,247.17	2,524.31	10,464.83	37.38
494-896.000-863.001	PROFESSIONAL DEVELOPMENT	9,000.00	0.00	0.00	9,000.00	0.00

User: mmoriwaki

DB: Rochester

PERIOD ENDING 11/30/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/2020	AVAILABLE BALANCE	% BGD USED
Fund Group <None>						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
494-896.000-863.002	TRAVEL	1,567.00	0.00	0.00	1,567.00	0.00
494-896.000-864.000	LOCAL MILEAGE ALLOWANCE	1,085.00	0.00	0.00	1,085.00	0.00
494-896.000-883.000	COMMUNITY AFFAIRS- EXTERNAL	3,520.00	126.14	126.14	3,393.86	3.58
494-896.000-912.000	GENERAL INSURANCE	16,403.00	0.00	0.00	16,403.00	0.00
494-896.000-921.000	LIGHT & POWER	36,557.00	11,035.55	3,080.36	25,521.45	30.19
494-896.000-922.000	HEAT-BUILDING	597.00	178.00	43.49	419.00	29.82
494-896.000-931.000	MAINTENANCE & REPAIRS - EQUIP	522.00	0.00	0.00	522.00	0.00
494-896.000-940.000	RENTAL OF LAND	25,068.00	9,987.50	1,997.50	15,080.50	39.84
494-896.000-957.000	DUES & SUBSCRIPTIONS	1,671.00	177.48	0.00	1,493.52	10.62
494-896.000-963.000	MISCELLANEOUS	0.00	20.01	0.00	(20.01)	100.00
Total Dept 896.000 - DOWNTOWN DEVELOPMENT AUTHORIT		653,443.50	194,010.59	38,127.55	459,432.91	29.69
Dept 900.000 - CAPITAL CONTROL						
494-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	150,000.00	84,539.36	6,887.29	65,460.64	56.36
494-900.000-974.121	SIDEWALK RECONSTRUCTION	31,334.00	0.00	0.00	31,334.00	0.00
494-900.000-974.210	STREET LIGHTING REPLACEMENT	250,000.00	202,240.00	0.00	47,760.00	80.90
494-900.000-989.000	COVID-19 RESPONSE	68,375.00	69,042.50	0.00	(667.50)	100.98
Total Dept 900.000 - CAPITAL CONTROL		499,709.00	355,821.86	6,887.29	143,887.14	71.21
Dept 965.000 - APPROPRIATIONS TO OTHER FUNDS						
494-965.000-999.203	TRANS TO MVH LOCAL STREET FUN	273,000.00	0.00	0.00	273,000.00	0.00
494-965.000-999.516	TRANS TO AUTO PARKING FUND	238,970.00	238,970.00	0.00	0.00	100.00
Total Dept 965.000 - APPROPRIATIONS TO OTHER FUNDS		511,970.00	238,970.00	0.00	273,000.00	46.68
TOTAL EXPENDITURES		2,111,780.50	1,235,460.45	45,014.84	876,320.05	58.50
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		1,754,599.00	1,593,051.94	55,610.37	161,547.06	90.79
TOTAL EXPENDITURES		2,111,780.50	1,235,460.45	45,014.84	876,320.05	58.50
NET OF REVENUES & EXPENDITURES		(357,181.50)	357,591.49	10,595.53	(714,772.99)	100.11
Fund Group <None>:						
TOTAL REVENUES		2,456,515.00	2,119,786.35	76,010.87	336,728.65	86.29
TOTAL EXPENDITURES		2,813,696.50	1,627,786.46	316,105.43	1,185,910.04	57.85
NET OF REVENUES & EXPENDITURES		(357,181.50)	491,999.89	(240,094.56)	(849,181.39)	137.75
TOTAL REVENUES - ALL FUNDS		2,456,515.00	2,119,786.35	76,010.87	336,728.65	86.29
TOTAL EXPENDITURES - ALL FUNDS		2,813,696.50	1,627,786.46	316,105.43	1,185,910.04	57.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF ROCHESTER

PERIOD ENDING 11/30/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/2020	AVAILABLE BALANCE	% BDGT USED
NET OF REVENUES & EXPENDITURES		(357,181.50)	491,999.89	(240,094.56)	(849,181.39)	137.75