



Regular Meeting Agenda
Wednesday, March 17, 2021, 7:00 pm
Zoom Virtual Meeting
Login: <https://zoom.us/j/94772273438>

1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes –
 - A. February 17, 2021 DDA Regular Meeting Minutes
 - B. February 17, 2021 DDA Informational Meeting Minutes
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 – Paul Haig
6. General Business Agenda Items
 - A. DDA FYE 2022 Budget Review – Ben Giovanelli
 - B. Main Street Oakland County Update – Kristi Trevarrow
 - C. Overall COVID Response Update – Nik Banda/Kristi Trevarrow
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, April 21, 2021**

Downtown Development Authority
Regular Meeting Minutes

Wednesday, February 17, 2021
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 (Rochester, MI), Mayor Stuart Bikson (Rochester, MI), Paul Haig (Rochester, MI), Tony Lipuma (Oakland Township, MI), Erik Diana (Rochester, MI), Marilyn Trent (Rochester, MI), Chris Johnson (Rochester, MI)
Board Members Absent:	Bob Bloomingdale, Tonia Carsten, Lisa Germani Williams
Council Liaison Absent:	Ann Peterson
Chamber Liaison Present:	Marilyn Trent
Historical Commission Liaison Present:	Don Sienkiewicz
PSD Liaison Present:	Paul Haig
DDA Executive Director Present:	Kristi Trevarrow

3) Approval of Meeting Minutes

Goals & Objectives Meeting Minutes - January 13, 2021, DDA Informational Meeting Minutes - January 20, 2021, Regular Meeting Minutes – January 20, 2021

Motion By:	Chris Johnson to approve the January 13, 2021 Goals & Objectives Meeting Minutes, January 20, 2021 DDA Informational Meeting Minutes, and January 20, 2021 Regular Meeting Minutes as presented.
Second By:	Tony Lipuma
In Favor:	Chairman Ben Giovanelli, Mayor Stuart Bikson, Marilyn Trent, Chris Johnson, Erik Diana, Paul Haig, Tony Lipuma
Opposed:	None
Motion Passed	

4) Audience Comments

There were no audience comments.

5) Liaison Reports

A. City Council

Mayor Bikson highlighted the following from the February 8, 2021 City Council meeting:
A public hearing was held for the proposed Riverfront Apartments project.

B. Chamber of Commerce

Marilyn Trent highlighted the following:

The Community Outlook Breakfast will be held virtually on March 1, 2021 from 8:00 a.m. to 11:00 a.m. Visit rrc-mi.com to sign up for this virtual conference. There will be updates from the City of Rochester, City of Rochester Hills, Oakland Township, and Rochester Community Schools. The breakfast is sponsored by Ascension Providence Rochester Hospital, First State Bank, & Mocerri Companies.

C. Historical Commission

Don Sienkiewicz shared that the Heritage Fest committee met in February. Unfortunately, due to the uncertainty caused by Covid-19, Heritage Fest 2021 has been cancelled. The committee will begin focusing on 2022.

D. Principal Shopping District

Paul Haig explained that PSD will be meeting in March and will provide a report at the next regular DDA meeting.

6) General Business Agenda Items

A. Economic Development Update

Deputy City Manager Nik Banda provided an update on new and proposed developments in the City of Rochester:

- The downtown currently has a 96.2A% occupancy rate
- Construction of the Brownstones on Main Street will begin soon
- Le Macaron
- Former Scarborough Square location – An insurance company will be moving in
- DDA is now a permanent presence downtown
- Final Touch Designs
- Modern Art Jewelers
- Recipes Rochester building – 26 apartment units
- Chemical Bank building update
- Church on Walnut building
- Working toward filling the Viviano space vacated by the DDA
- 134 University – Dr. Atallah
- Tide Cleaners is now open
- Detroit Tarot Card
- Lettuce (restaurant)
- Gateway Center restoration
- Medical spa on Walnut

B. Outdoor Seating Grant – Tonia’s Victorian Rose

Motion By:	Paul Haig to approve the Outdoor Seating Mini-Grant Program Application from Tonia’s Victorian Rose in the amount of \$765.00.
Second By:	Tony Lipuma
In Favor:	Chairman Ben Giovanelli, Mayor Stuart Bikson, Marilyn Trent, Chris Johnson, Erik Diana, Paul Haig, Tony Lipuma
Opposed:	None
Motion Passed	

C. Oakland County Restaurant Relief Program, Phase Two

Kristi Trevarrow provided an update on Phase Two of the Oakland County Restaurant Relief Program. The DDA was awarded everything requested in Phase Two, plus 20%. Between both phases of this grant, the DDA received \$62,000 in restaurant relief for downtown restaurants. As reported last month, the fire department will be serving as a propane refill center for the restaurants.

D. DDA FYE 2022 Budget Update

The committee of Chairman Giovanelli, Erik Diana, Tonia Carsten and Marilyn Trent will meet on February 22, 2021 at 8:00 a.m. Chairman Giovanelli will forward the budget template to the committee.

E. Downtown Collaboration Studio Update

Kristi Trevarrow provided an update on activities at the Studio since the beginning of the year. The goal is to have everything moved out of the former location and into the Collaboration Studio by the end of the first week in March. Merchandise sales have been a little slow, but the team is working on ideas for new spring/summer merchandise. Gift certificate redemptions have been coming in, with Firestone Tires being one of the most popular. The office has been working with the Women’s Fund of Rochester on their Women’s Stroll to be held on May 5, 2021.

7) Receipt of Regular Reports

A. Executive Director Update

Oakland County Office Hours at the Downtown Collaboration Studio

There have been three days of the Oakland County office hours at the Studio, providing assistance services to eleven downtown businesses. Five appointments were also scheduled for February 22, 2021.

Oakland County Restaurant Relief Grant Program

The office has received all items approved through the first phase of the grant, and have been distributed to downtown businesses. An update on Phase 2 was provided at this meeting.

B. Events & Marketing Update

EVENTS

Foodie February – All month long, anyone who dines in or carries out from any Downtown Rochester restaurant can submit receipts for a chance to win restaurant gift cards and Love Local Rochester swag each week. Receipts can be brought to the Downtown Collaboration Studio, 431 S. Main Street. Each receipt will receive one entry, eligible for both the weekly and grand prize drawings. Grand prize winners will be announced and contacted on March 2, 2021.

Deck Art Registration – Deck Art registration opened on February 1st. Registration is open through April 9th at South Street Skateshop (410 Main St.). Registration forms are found online at www.downtownrochestermi.com/deck-art. The event itself is scheduled for May 13-14, 2021.

Makeover March - The DDA is rolling out a new promotion next month called Makeover March! The purpose of this promotion is for the community to focus on self-care through retail therapy, home makeovers, healthy eating, health, wellness and beauty.

PROMOTIONS

Farmers' Market: Market material was sent out to all 2020 participating vendors. Many vendors have already confirmed their return for the 2021 season. A full market programming schedule is being planned. Local businesses will be asked to participate with monthly programming, fitting in with an overall theme.

In Town Magazine: The Spring/Summer issue is currently in the planning process. Photoshoots start at the end of the month and issues will begin to be delivered the week of April 12th. This issue will feature fun content with the 90th anniversary of Home Bakery, an outdoor dining guide and lots of new neighbors.

C. Financial Report for DDA

The Revenue and Expenditure Report for period ending 01/31/2021 for Fund 494, Downtown Development Authority was included in the packet.

D. Business Development Committee

The annual meeting will be held in late summer or early fall. Because there are usually 80-100 attendees, the Committee would ideally like to hold this meeting in person.

E. Site Development Committee

8) Miscellaneous

Chairman Giovanelli requested that the downtown restaurants be shown as much support as possible.

9) Adjournment

Seeing no further business, the meeting was adjourned at 7:52 p.m.

Date Approved

Susan McCullough

Downtown Development Authority
Informational Meeting Minutes

Wednesday, February 17, 2021
Zoom Virtual Meeting

1) Call to Order

The Informational Meeting of the Downtown Development Authority Board of Directors was called to order by Chairman Ben Giovanelli at 7:52 p.m.

2) Roll Call

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

3) Annual DDA Update – Kristi Trevarrow

Executive Director Trevarrow explained that as a requirement of accreditation, two informational meetings are required per year. One is done at the annual Business Development Meeting and the second is done as a special meeting of the Downtown Development Authority.

In spite of the unusual circumstances of 2020, so much was done to support the downtown businesses and the community.

Ms. Trevarrow presented the following review for 2020:

- | | |
|------------|--|
| March 2020 | <ul style="list-style-type: none"> ● Launched Love Local Brand ● Started Downtown Merchants Facebook group ● Created Love Local Facebook group |
| April 2020 | <ul style="list-style-type: none"> ● Rochester Birthday Club ● Food deliveries to frontline workers ● Love Local mask fundraiser ● Began weekly promotions |

- May 2020
 - Opened Farmers' Market
 - Free parking downtown
 - Love Local crowdfunding campaign
- June 2020
 - Opened Downtown Collaboration Studio
 - Distributed PPE to downtown merchants
 - Launched Love Local merchandise
- July 2020
 - Paid PSD assessment
 - Started Thursday Night market
 - Launched Love Local Loyalty card program
- August 2020
 - Installed outdoor dining platforms
 - First downtown parklet installed
 - Partnered with Paint Creek Center for the Arts
- September 2020
 - Installed Magical Mural Tour
 - Hosted Deck Art
 - Taste of Fall restaurant promotion
- October 2020
 - Just Us Girls Stroll partnership
 - Downtown Prime Day
 - Halloween Fest
- November 2020
 - Kicked off the Big, Bright Light Show early
 - Hosted Festival of Trees virtually at the Collaboration Studio
 - Plaid Friday and Small Business Saturday
- December 2020
 - Downtown Days of Giving Toy Drive
 - Hosted Santa Stroll
 - Spend \$50/Get \$100 Gift Certificate Promotion

4) Miscellaneous

Chairman Giovanelli requested that the presentation be forwarded to the City Council for their next meeting packet and that a link to the report be placed on the City website.

5) Adjournment

Seeing no further business, the meeting was adjourned at 8:15 p.m.

Date Approved

Susan McCullough

6A. DDA FYE 2022 Budget Review

The Budget Sub-Committee has prepared a proposed FYE 2022 Budget for review by the Board. It is attached.

The proposed budget is to be presented to City Council on Monday, March 22.

GL Number	Description	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	03/31/2021 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2020-21 ACTIVITY THRU 06/30/21	2021-22 INITIAL BUDGET	2022-23 PROPOSED BUDGET
GL NUMBER	DESCRIPTION								
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY									
ESTIMATED REVENUES									
494-000.000-402.000	CURRENT PROPERTY TAXES	1,480,841	1,630,895	1,631,032	1,631,032	1,650,946	1,650,946	1,650,000	1,663,045
494-000.000-528.000	OTHER FEDERAL GRANTS				14,000	14,000	14,000		
494-000.000-573.000	LOCAL COMMUNITY STABILIZATION	50,000	53,589	53,000	46,576	46,576	46,576	40,000	37,000
494-000.000-626.000	DDA BUSINESS DEVELOPMENT	4,500	35,320	5,000	20,690	41,938	41,938	20,000	20,000
494-000.000-665.000	INCOME ON INVESTMENTS	20,000		15,300					
494-000.000-665.072	INTEREST -MICHIGAN CLASS		22,221		500	642	642		
494-000.000-671.016	DONOR WALL DONATIONS		6,000						
494-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	41,928	41,928	42,767	42,641	42,641	28,511	43,238	43,886
494-000.000-692.000	MISCELLANEOUS INCOME	1,000	3,817	7,500	3,000	3,000		1,040	1,061
TOTAL ESTIMATED REVENUES		1,598,269	1,793,770	1,754,599	1,758,439	1,799,743	1,782,613	1,754,278	1,764,992
APPROPRIATIONS									
494-716.000-805.000	CONTRACTUAL SERVICES		311						
494-752.000-805.000	CONTRACTUAL SERVICES	150,000	175,000	446,658	446,658	446,658	446,658	150,000	150,000
494-896.000-701.000	SUPERVISOR SALARIES	69,955	77,985	77,200	77,200	77,200	50,303	79,000	81,000
494-896.000-701.001	EMPLOYEE WAGES	5,000							
494-896.000-710.101	LONGEVITY	1,400	1,400	1,400	1,400	2,100	1,050	2,100	2,100
494-896.000-715.000	FICA	5,352	6,197	6,288	6,288	6,288	4,060	6,444	6,512
494-896.000-716.000	HOSPITALIZATION	21,533	18,446	21,964	21,899	21,899	11,446	22,206	22,539
494-896.000-716.002	HOSPITALIZATION - RETIREE			1,200					
494-896.000-716.004	HOSPITALIZATION -HSA FUNDING	6,000	4,200	6,120	4,200	4,200	4,200	4,200	4,200
494-896.000-717.000	EMPLOYEE LIFE INSURANCE	512	219	522	521				
494-896.000-718.000	RETIREMENT CONTRIBUTION	19,553	19,553	27,637	24,000	24,000	17,988	10,997	10,643
494-896.000-718.002	EMPLOYER RETIREMENT CONTRIBUT	675							
494-896.000-719.000	DENTAL/OPTICAL		910	515	515	950	1,005	950	950
494-896.000-721.000	UNEMPLOYMENT COMP. INSURANCE	16	142	16	16	16	14	16	16
494-896.000-728.000	POSTAGE	3,072	4,010	3,133	3,124	3,124	869	3,168	3,215
494-896.000-729.000	PRINTING & OFFICE SUPPLIES	12,288	23,505	20,000	20,000	20,000	16,745	21,000	22,000
494-896.000-757.000	OPERATING SUPPLIES	1,024	1,918	2,500	2,500	2,500	502	2,600	2,700
494-896.000-801.000	ADMINISTRATIVE CROSS CHARGE	75,164	75,164	76,592	76,592	76,592	51,061	78,200	79,764
494-896.000-803.000	LEGAL SERVICES	2,048	2,113	2,089	2,083	2,083	925	2,112	2,144
494-896.000-804.000	AUDITING	3,024	2,525	2,700	3,075	2,525	2,525	3,118	3,165
494-896.000-805.008	CONTRACT SVCS - ORG. COMMITTE	68		69					
494-896.000-805.009	CONTRACT SVCS - BUS. DEV COMM	10,240	62,345	110,445	110,445	110,445	51,723	10,445	10,867
494-896.000-805.010	CONTRACT SVCS - D.P.W.	10,240	3,319	10,445	10,414	10,000		10,000	10,000
494-896.000-805.011	CONTRACT SVCS - MAINTENANCE		2,348	22,979	22,979	22,979	3,223	23,439	23,908
494-896.000-805.027	CABLE CASTING	4,096	2,925	4,178	4,166	4,166	1,625	4,224	4,287
494-896.000-805.030	CONTRACT SVCS - DUMPSTERS	108,000	99,945	119,768	119,768	119,768	56,573	122,764	125,606
494-896.000-805.034	CONTRACT SVCS - SIDEWALK SNOW	10,240		10,435	10,000				

494-896.000-805.703	CONTRACT SVCS - EMPLOYMENT	1,741	2,100	1,776	1,771	1,960	1,960	1,795	1,822
494-896.000-850.000	TELECOMMUNICATIONS	5,032	6,892	5,133	5,118	5,118	4,155	5,189	5,267
494-896.000-850.001	TELEPHONE LEASE	614	288	626	624				
494-896.000-860.000	COMPUTER RENTAL	2,009	2,009	2,049	2,043	2,043	1,537	2,072	2,103
494-896.000-861.000	EQUIPMENT RENTAL		1,409						
494-896.000-861.002	EQUIPMENT LEASE - COPY MACHIN	16,384	13,792	16,712	16,663	16,663	9,974	15,000	17,149
494-896.000-863.001	PROFESSIONAL DEVELOPMENT	768		9,000	9,000	0		9,000	815
494-896.000-863.002	TRAVEL	1,536	1,439	1,567	1,562	0		1,584	1,608
494-896.000-864.000	LOCAL MILEAGE ALLOWANCE	1,064		1,085	1,082	1,082		1,097	1,114
494-896.000-883.000	COMMUNITY AFFAIRS- EXTERNAL	3,451	4,647	3,520	3,510	3,510	695	5,000	3,612
494-896.000-912.000	GENERAL INSURANCE	15,101	15,833	16,403	15,358	15,358		15,573	15,806
494-896.000-921.000	LIGHT & POWER	35,840	43,139	36,557	36,449	36,449	29,604	36,960	37,514
494-896.000-922.000	HEAT-BUILDING	585	721	597	595	595	503	603	612
494-896.000-931.000	MAINTENANCE & REPAIRS - EQUIP	512	389	522	521	521		528	536
494-896.000-940.000	RENTAL OF LAND	24,576	23,970	25,068	24,994	24,994	13,983	32,761	33,000
494-896.000-957.000	DUES & SUBSCRIPTIONS	1,638	2,083	1,671	1,666	1,666	1,397	1,689	1,715
494-896.000-963.000	MISCELLANEOUS					31	31		
494-896.000-964.002	REFUND-TAX ALLOCATION	512	212						
494-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	144,681	171,577	150,000	150,000	150,000	122,591	151,000	153,000
494-900.000-974.121	SIDEWALK RECONSTRUCTION	30,720	36,047	31,334	31,242	31,242		31,680	32,155
494-900.000-974.210	STREET LIGHTING REPLACEMENT	250,000	65,340	250,000	202,240	225,455	225,455	250,000	250,000
494-900.000-974.260	FRONT PORCH PROJECT	250,000				8,000	8,000		
494-900.000-989.000	COVID-19 RESPONSE	2,500	56,000	68,375	73,367	73,367	73,367	100,444	
494-965.000-999.203	TRANS TO MVH LOCAL STREET FUN	225,000	365,923	273,000	68,552	68,552		373,156	
494-965.000-999.516	TRANS TO AUTO PARKING FUND	50,000	238,919	238,970	601,134	488,970	488,970	162,164	50,000
TOTAL APPROPRIATIONS		1,583,764	1,636,898	2,108,818	2,215,334	2,113,069	1,704,717	1,754,278	1,173,444
NET OF REVENUES/APPROPRIATIONS - FUND 494		14,505	156,872	(354,219)	(456,895)	(313,326)	77,896	0	591,548
					Starting Fund Balance				
					907,321	593,995		593,995	Ending Fund Balance
								(90,000)	Tax tribunal
								503,995	Net

2023-24 PROPOSED BUDGET	2024-25 PROPOSED BUDGET
1,713,157	1,747,420
35,000	33,000
20,000	20,000
44,545	45,436
1,082	1,104
1,813,784	1,846,960

150,000	153,000
83,000	84,660
2,100	2,100
6,538	6,669
22,877	23,335
4,200	4,200
10,612	10,564
950	950
16	16
3,264	3,329
23,000	23,460
2,800	2,856
81,359	82,986
2,176	2,220
3,213	3,277
11,084	11,306
10,000	10,000
24,386	24,874
4,352	4,439
128,755	131,330

1,850	1,887
5,346	5,453
2,134	2,177
17,406	17,754
831	848
1,632	1,665
1,130	1,153
3,666	3,739
16,043	16,364
38,077	38,839
622	634
544	555
33,300	33,600
1,740	1,775

155,000	158,100
32,637	33,290
250,000	250,000

50,000	51,000
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1,186,640	1,204,404
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627,144	642,556

6B. Main Street Oakland County Update

Kristi will provide an update on grants, funding and services opportunities available through Main Street Oakland County.

6C. Overall COVID Response Update

Nik & Kristi will provide an update on the support opportunities offered to the downtown businesses as well as an update on the Downtown Occupancy Rate.

7A. Executive Director Update

Oakland County Restaurant Relief Grant Program

We were successful in receiving funding through Phase 2 of the Restaurant Relief Program. Through the grant, we were able to secure greenhouses, igloos, propane heaters and propane refills for the downtown restaurants.

Rochester High School Small Business Program

Nik and I are once again working with Karen Malsbury to work with budding entrepreneurs in her Small Business Classes via Zoom. We hope to continue through Zoom for the rest of the school year with the hope of bringing the in-person Small Business Market back online for the fall semester.

Front Porch Stories

The Community Development Committee is working on a 2021 Front Porch Stories series. The intent is to have (3) Front Porch Stories events this summer. The schedule will be provided to the DDA Board at the April Meeting.



Rochester DDA Board Meeting

March 9, 2021

Events Coordinator Report

Events

- **Foodie February Recap** – During the month of February if you dined in or carried out from any Downtown Rochester restaurant, you had the opportunity to bring in your receipts to the Downtown Collaboration Studio to enter to win a downtown dining package of \$100, \$250 or \$500. There were just about 700 entries and the receipts averaged around \$60. With that being said, we estimate that roughly \$42,000 was spent at our restaurants in town last month!
- **Makeover March** – The purpose of Makeover March is for our community to focus on self-care through retail therapy, home makeovers, healthy eating, health, wellness & beauty. Anything that can fall under the “makeover” umbrella! We will be sharing over 40 posts, promotions, and videos to our social media pages this month. For a full look of Makeover March visit www.downtownrochestermi.com/makeover-march
- **Deck Art Registration** – Deck Art registration opened on February 1st. You can register for Deck Art now through April 9th at South Street Skateshop (410 Main). Registration forms are found online at www.downtownrochestermi.com/deck-art. So far, we have nearly 200 artists signed up for Deck Art 2021! The event itself is scheduled for May 13 & 14 and is sponsored by T-Mobile.



DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING
March 2021
Marketing Coordinator Update

PROMOTION

In Town Magazine: Throughout the month of March, we have been working on the Spring/Summer issue of In Town. This issue will feature the 91st Anniversary of Home Bakery, an outdoor dining guide and the feature of lots of New Neighbors. Expect copies in homes by mid-April.

Farmers' Market: We are actively recruiting new vendors this month as well as, planning for market programming and promotions. Formal applications will be sent out in the next week, offering the opportunity for vendors to sign up to participate with food assistance programs, coupons for opening day and several other opportunities. Mark your calendar for the season opening on Saturday May 1st.

Thursday Night Market: The PSD is moving forward with bringing back the Thursday Night Market concept. At this time, we have a grouping of vendors that are interested and would like to participate. At this time, we are discussing moving the market to west Fourth Street. In hopes of better benefiting the businesses as well as, a more cost-effective option, with the ongoing parking discussions at Council. Dates are soon to be determined, so stay tuned for more information!

User: mmoriwaki

DB: Rochester

PERIOD ENDING 02/28/2021

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021	ACTIVITY FOR MONTH 02/28/2021	AVAILABLE BALANCE	% BDGT 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	1,650,945.83	8,470.43	(19,913.83)	101.22
494-000.000-528.000	OTHER GRANTS	14,000.00	14,000.00	0.00	0.00	100.00
494-000.000-573.000	LOCAL COMMUNITY STABILIZATION	46,576.00	46,575.86	0.00	0.14	100.00
494-000.000-626.000	DDA BUSINESS DEVELOPMENT	20,690.00	41,938.22	547.00	(21,248.22)	202.70
494-000.000-665.072	INTEREST -MICHIGAN CLASS	500.00	641.74	0.00	(141.74)	128.35
494-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	42,640.78	28,511.36	3,563.92	14,129.42	66.86
494-000.000-692.000	MISCELLANEOUS INCOME	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 000.000 - GENERAL LEDGER		1,758,438.78	1,782,613.01	12,581.35	(24,174.23)	101.37
TOTAL REVENUES		1,758,438.78	1,782,613.01	12,581.35	(24,174.23)	101.37
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	50,302.66	5,917.96	26,897.34	65.16
494-896.000-710.101	LONGEVITY	1,400.00	1,050.00	0.00	350.00	75.00
494-896.000-715.000	FICA	6,288.00	4,059.89	453.46	2,228.11	64.57
494-896.000-716.000	HOSPITALIZATION	21,899.06	11,445.70	1,284.26	10,453.36	52.27
494-896.000-716.004	HOSPITALIZATION -HSA FUNDING	4,200.00	4,200.00	0.00	0.00	100.00
494-896.000-717.000	EMPLOYEE LIFE INSURANCE	520.70	0.00	0.00	520.70	0.00
494-896.000-718.000	RETIREMENT CONTRIBUTION	24,000.00	20,557.36	2,569.67	3,442.64	85.66
494-896.000-719.000	DENTAL/OPTICAL	515.00	1,005.12	126.48	(490.12)	195.17
494-896.000-721.000	UNEMPLOYMENT COMP. INSURANCE	16.00	13.76	0.00	2.24	86.00
494-896.000-728.000	POSTAGE	3,124.22	869.06	65.34	2,255.16	27.82
494-896.000-729.000	PRINTING & OFFICE SUPPLIES	20,000.00	16,744.84	362.16	3,255.16	83.72
494-896.000-757.000	OPERATING SUPPLIES	2,500.00	502.38	2.73	1,997.62	20.10
494-896.000-801.000	ADMINISTRATIVE CROSS CHARGE	76,592.00	51,061.36	6,382.67	25,530.64	66.67
494-896.000-803.000	LEGAL SERVICES	2,082.82	925.00	0.00	1,157.82	44.41
494-896.000-804.000	AUDITING	3,075.41	2,525.00	0.00	550.41	82.10
494-896.000-805.009	CONTRACT SVCS - BUS. DEV COMM	110,445.00	51,722.61	1,039.45	58,722.39	46.83
494-896.000-805.010	CONTRACT SVCS - D.P.W.	10,414.08	0.00	0.00	10,414.08	0.00
494-896.000-805.011	CONTRACT SVCS - MAINTENANCE	22,979.00	3,223.00	430.00	19,756.00	14.03
494-896.000-805.027	CABLE CASTING	4,165.63	1,625.00	0.00	2,540.63	39.01
494-896.000-805.030	CONTRACT SVCS - DUMPSTERS	119,768.00	56,573.28	0.00	63,194.72	47.24
494-896.000-805.034	CONTRACT SVCS - SIDEWALK SNOW	10,000.00	0.00	0.00	10,000.00	0.00
494-896.000-805.703	CONTRACT SVCS - EMPLOYMENT	1,770.60	1,960.00	140.00	(189.40)	110.70
494-896.000-850.000	TELECOMMUNICATIONS	5,117.54	4,383.48	597.99	734.06	85.66
494-896.000-850.001	TELEPHONE LEASE	624.44	0.00	0.00	624.44	0.00
494-896.000-860.000	COMPUTER RENTAL	2,043.15	1,536.75	0.00	506.40	75.21
494-896.000-861.002	EQUIPMENT LEASE - COPY MACHIN	16,662.53	9,973.53	1,202.05	6,689.00	59.86
494-896.000-863.001	PROFESSIONAL DEVELOPMENT	9,000.00	0.00	0.00	9,000.00	0.00
494-896.000-863.002	TRAVEL	1,562.11	0.00	0.00	1,562.11	0.00
494-896.000-864.000	LOCAL MILEAGE ALLOWANCE	1,082.09	0.00	0.00	1,082.09	0.00
494-896.000-883.000	COMMUNITY AFFAIRS- EXTERNAL	3,509.67	695.22	78.43	2,814.45	19.81

PERIOD ENDING 02/28/2021

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021	ACTIVITY FOR MONTH 02/28/2021	AVAILABLE BALANCE	% BDGT USED
Fund Group <None>						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
494-896.000-912.000	GENERAL INSURANCE	15,357.72	0.00	0.00	15,357.72	0.00
494-896.000-921.000	LIGHT & POWER	36,449.28	30,674.97	3,429.74	5,774.31	84.16
494-896.000-922.000	HEAT-BUILDING	594.94	503.46	145.86	91.48	84.62
494-896.000-931.000	MAINTENANCE & REPAIRS - EQUIP	520.70	0.00	0.00	520.70	0.00
494-896.000-940.000	RENTAL OF LAND	24,993.79	15,980.00	1,997.50	9,013.79	63.94
494-896.000-957.000	DUES & SUBSCRIPTIONS	1,665.85	1,397.10	591.62	268.75	83.87
494-896.000-963.000	MISCELLANEOUS	0.00	30.60	0.00	(30.60)	100.00
Total Dept 896.000 - DOWNTOWN DEVELOPMENT AUTHORIT		642,139.33	345,541.13	26,817.37	296,598.20	53.81
Dept 900.000 - CAPITAL CONTROL						
494-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	150,000.00	122,590.55	0.00	27,409.45	81.73
494-900.000-974.121	SIDEWALK RECONSTRUCTION	31,242.24	0.00	0.00	31,242.24	0.00
494-900.000-974.210	STREET LIGHTING REPLACEMENT	202,240.00	225,455.00	23,215.00	(23,215.00)	111.48
494-900.000-974.260	FRONT PORCH PROJECT	0.00	8,000.00	0.00	(8,000.00)	100.00
494-900.000-989.000	COVID-19 RESPONSE	73,367.00	73,366.50	0.00	0.50	100.00
Total Dept 900.000 - CAPITAL CONTROL		456,849.24	429,412.05	23,215.00	27,437.19	93.99
Dept 965.000 - APPROPRIATIONS TO OTHER FUNDS						
494-965.000-999.203	TRANS TO MVH LOCAL STREET FUN	68,552.00	0.00	0.00	68,552.00	0.00
494-965.000-999.516	TRANS TO AUTO PARKING FUND	601,134.00	488,970.00	0.00	112,164.00	81.34
Total Dept 965.000 - APPROPRIATIONS TO OTHER FUNDS		669,686.00	488,970.00	0.00	180,716.00	73.01
TOTAL EXPENDITURES		2,215,332.57	1,710,581.18	50,032.37	504,751.39	77.22
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		1,758,438.78	1,782,613.01	12,581.35	(24,174.23)	101.37
TOTAL EXPENDITURES		2,215,332.57	1,710,581.18	50,032.37	504,751.39	77.22
NET OF REVENUES & EXPENDITURES		(456,893.79)	72,031.83	(37,451.02)	(528,925.62)	15.77
Fund Group <None>:						
TOTAL REVENUES		2,433,019.78	2,349,877.39	30,034.52	83,142.39	96.58
TOTAL EXPENDITURES		2,893,748.57	2,241,948.72	69,202.26	651,799.85	77.48
NET OF REVENUES & EXPENDITURES		(460,728.79)	107,928.67	(39,167.74)	(568,657.46)	23.43
TOTAL REVENUES - ALL FUNDS		2,433,019.78	2,349,877.39	30,034.52	83,142.39	96.58
TOTAL EXPENDITURES - ALL FUNDS		2,893,748.57	2,241,948.72	69,202.26	651,799.85	77.48
NET OF REVENUES & EXPENDITURES		(460,728.79)	107,928.67	(39,167.74)	(568,657.46)	23.43