

Regular Meeting Agenda
Wednesday, October 21, 7:00 pm
Zoom Virtual Meeting

Login: <https://zoom.us/j/94257364641>

1. Call to Order
2. Roll Call
 - A. Welcome New Board Member, Erik Diana
3. Approval of Meeting Minutes – September 16, 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. Main Street Accreditation Presentation – John Bry
 - B. Update on State Guidelines Impacting Businesses & Events – Chief Schettenhelm
 - C. Holiday Events Report – Taylor/Jenna/Kristi
 - D. Consideration of Festival of Trees Payment for Rochester Community House – Kristi
 - E. Update on Downtown Collaboration Studio Lease – Ben/Kristi
 - F. Outdoor Dining Platforms 2021 – Nik/Kristi
 - G. DDA/PSD Discussion – Planning for 2021
 - H. November & December DDA Meeting Dates Reminder - Kristi

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, November 11, 2020**

Downtown Development Authority
Regular Meeting Minutes

Wednesday, September 16, 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, Bob Bloomingdale, Paul Haig, Tony Lipuma, Lisa Germani Williams, Candice Van Slembrouck
Board Members Absent:	Chris Johnson
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

3) Approval of Meeting Minutes

Regular Meeting Minutes – August 19, 2020

Motion By:	Paul Haig to approve the August 19, 2020 Regular Meeting Minutes as presented.
Second By:	Tony Lipuma
In Favor:	Tony Lipuma, Bob Bloomingdale, Chairman Ben Giovanelli, Mayor Stuart Bikson, Marilyn Trent, Paul Haig, Candice Van Slembrouck, Lisa Germani Williams
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 September 14, 2020 City Council meeting:

- There was an update from the Skatepark Committee – an extension on the project was granted.

- The DPW campus is moving along.
- The Rochester Jaycees Haunted House event was approved.
- The Paint Creek Center for the Arts Parking Lot Picasso event was approved.

B. Chamber of Commerce

Marilyn Trent highlighted the following:

- There have been some in-person ribbon cuttings.
- The 2020 Sunrise Pinnacle Awards will be held on November 2, 2020 via live-stream.
- More than 60 people participated in a recent survey. One respondent won a free lunch with Mayor Stuart Bikson.

C. Historical Commission

Don Sienkiewicz stated that the Commission has not met since March, but he will continue to keep the Commission updated on the DDA activities. He will drop off a copy of the DUR book for display in the Downtown Collaboration Studio. The books will soon be available for purchase at the Studio.

D. Principal Shopping District

Candace Van Slembrouk stated that the Fall and Holiday events will be updated later in the agenda. The Halloween Fest has been approved, in the event re-opening moves to Phase 5. The Kris Kringle market has been moved to the east parking pavilion.

6) General Business Agenda Items

A. Election of New DDA Vice Chairperson

Motion By:	Mayor Stuart Bikson to nominate, and if there are no additional nominations, to appoint Tony Lipuma to the position of Vice Chairman of the DDA.
Second By:	Bob Bloomingdale
In Favor:	Tony Lipuma, Bob Bloomingdale, Chairman Ben Giovanelli, Mayor Stuart Bikson, Paul Haig, Marilyn Trent, Candice Van Slembrouk, Lisa Germani Williams
Opposed:	None
Motion Passed	

B. Parking System Update

Deputy City Manager Nik Banda provided an update regarding the status of the parking system. The Parking Committee has discussed various options. The issue will be re-visited in December, when additional data is available.

C. Downtown Collaboration Studio

i. Retail Merchandise Accounting Procedures

Kristi Trevarrow provided an update of retail merchandise accounting procedures for products available in the Downtown Collaboration Studio.

ii. Draft Lease for 431 Main St.

Kristi Trevarrow provided an update regarding a permanent lease for the 431 Main St. Downtown Collaboration Studio space. The proposed lease for this space is for three years. The current lease for the space at 308½ Main St. will expire in May 2021.

Motion By:	Paul Haig to direct DDA Director Kristi Trevarrow to begin negotiating with the landlord at 431 Main Street for rent in the following amounts: 01/01/2021 – 12/31/2021 \$2,600/month 01/01/2022 – 12/31/2022 \$2,650/month 01/01/2023 – 12/31/2023 \$2,700/month and send a draft lease to the City attorney for review, along with the suggestion that replacement coverage be increased to \$1,000.00.
Second By:	Tony Lipuma
In Favor:	Mayor Stuart Bikson, Chairman Ben Giovanelli, Tony Lipuma, Bob Bloomingdale, Marilyn Trent, Paul Haig, Candice Van Slembrouck, Lisa Germani Williams
Opposed:	None
Motion Passed	

D. Outdoor Dining Platform Update

The Outdoor Dining Platforms will be removed prior to the first significant snow forecast. Plans for storage of the platforms are underway.

E. Outdoor Seating Mini Grant Applications

Motion By:	Paul Haig to approve the Outdoor Seating Mini-Grant Program Application from The Studio of Rochester in the amount of \$2,473.50.00, which is an increase of \$923.50 over the amount previously approved.
Second By:	Lisa Germani Williams
In Favor:	Tony Lipuma, Bob Bloomingdale, Chairman Ben Giovanelli, Mayor Stuart

	Bikson, Marilyn Trent, Paul Haig, Candice Van Slembrouck, Lisa Germani Williams
Opposed:	None
Motion Passed	

F. Downtown Fall/Holiday Event Updates

ii. November/December Events:

- Farmers’ Market – The market will run every Saturday through the end of October.
- Rochester Posed – This event will be cancelled as it attracts too many people downtown to safely distance.
- Trick-or-Treat Downtown - This event will be cancelled as it attracts too many people downtown to safely distance.
- Halloween Fest – Conditional approval for this event will be sought from City Council, if Phase 5 of reopening begins. The event will be held in the Farmers’ Market lot.
- Caroling in the City – This event may be held if reopening moves to Phase 5.
- Lagniappe - This event will be cancelled as it attracts too many people downtown to safely distance.
- Festival of Trees – This event cannot be held at The Community House, due to distancing restrictions. However, it will be moved to the Royal Park Hotel, using the back wedding pavilion. The hotel is working on some room packages and perhaps a Santa Breakfast. The hotel is also looking into providing some customized suites to use as a fundraising opportunity.
- Small Business Saturday – This is anticipated to be a big shopping day for downtown. Many of the larger retailers are not planning to hold Black Friday sales. This will be an opportunity for the small businesses to also capitalize on Black Friday sales, to be known as Plaid Friday and Small Business Saturday.
- Kris Kringle Market – The location would be moved to the east parking platform, where capacity could be monitored, face covering policy would be implemented, and there would be additional spacing and safety guidelines. There will not be a warming tent this year, and there will be beer and wine sales only if Phase 5 of reopening is reached.

G. Big, Bright Light Show Update

Dan’s Excavating has moved up installation. They have begun the maintenance phase. The goal is to have the lights on earlier this year. There will likely be a soft opening, rather than a specific, advertised date.

H. Schedule Joint DDA/PSD Meeting

Chairman Giovanelli asked that the PSD be invited to the October 21, 2020 DDA meeting, and requested that they be involved in the Goals & Objectives meeting to be held in January 2021.

7) Receipt of Regular Reports

A. Executive Director Update

September Art Month

Art Month activities are all up and running – Taste of Fall, Deck Art and the Magical Mural Tour. Thank you to Bob Bloomingdale for donating his time to install all the murals for the Tour.

New Online Marketing Project

Beginning this week, we are launching a new online marketing initiative called the Downtown Dish. It will include weekly, short-format videos focusing on different businesses and products downtown. The first few weeks will feature restaurants participating in the Taste of Fall program, then transition into a retail focus for the month of October. If successful, it will continue through the holidays.

The Big, Bright Light Show

Installation of the Big, Bright Light Show will begin Monday, September 14, 2020.

B. Events & Marketing Update

EVENTS

Deck Art

Deck Art begins tonight. There are over 150 skateboards displayed in 24 businesses. Deck Art is a self-guided promotion and maps of participating businesses are listed on the DDA's website. Decks will be displayed until September 19, 2020.

Taste of Fall

Taste of Fall is a brand-new promotion for our restaurants, bars and bakeries. The purpose of the promotion is to showcase Michigan's fall flavors through new, innovative food and beverage offerings downtown. Taste of Fall began on September 8, 2020 and will run through October 19, 2020. In support of the promotion, there is a brochure (both printed and online), table tents and a social media campaign.

September Flash Sale

In place of Sidewalk Sales, Downtown Rochester is hosting a September Flash Sale. The sale is one week (September 14-19, 2020) and over 25 businesses will be having special in-store sales/promotions. Businesses and their sales are listed on the DDA website downtownrochestermi.com/September-flash-sale.

MARKETING

Farmers' Market

The market has continued to be a source of positivity for the community and vendors. With the market robust in produce, dahlias and specialty foods, we have consistently seen 2,000 attendees each week. The Rochester Pollinators will be present a few weeks during September, making the purchase and pick-up of native plants easy.

Thursday Night Market

Thursday Night Markets were very successful, averaging 600 shoppers a night. We offered an array of downtown retailers, farmers' market vendors and local crafters and artisans. There was a lot of interest expressed by the vendors in hosting the market next summer, as well as many phone calls from the community looking for it in September.

Kris Kringle Market

Lincoln of Troy has signed on to once again be this year's exclusive presenting sponsor. Vendor applications have been sent out. We currently have a few space openings and are in discussion with potential new vendors. At this time we have a few different plans in place to make the market palatable depending on where we are with the phasing of the Michigan Safe Start Plan. This would include changing the location to the east parking platform, monitoring capacity, face covering policy, additional spacing and safety guidelines. We will not be pursuing a warming tent this year, and will only pursue the sale of beer and wine if we move into Phase 5.

In Town Magazine

Marketing kits were recently sent out and have been returned with advertising opportunities for the magazine. Next week we will begin working with businesses on collecting items for our photoshoot taking place the last week in September. In Town Magazine will hit homes the second week of November.

C. Financial Report for DDA

The Revenue and Expenditure Report for period ending 08/31/2020 for Fund 494, Downtown Development Authority was included in the packet.

D. Business Development Committee – An update of various projects was provided. Holiday Expo will be discussed at the October meeting.

E. Site Development Committee – An update on light pole replacement was provided.

8) Miscellaneous

Chairman Giovanelli suggested that some type of Halloween activity for the children be held on the east parking deck, where numbers could be monitored. Candace Van Slembrouk agreed that the children need some type of activity to keep them involved.

9) Adjournment

Seeing no further business, the meeting was adjourned at 8:32 p.m.

Date Approved

Susan McCullough

6A. Main Street Accreditation Presentation – John Bry

John Bry of Main Street Oakland County (MSOC) will present the DDA Board with their Main Street Accreditation and provide a MSOC Update.

6B. Update on State Guidelines Impacting Businesses & Events – Chief Schettenhelm

Chief Schettenhelm will provide an update on the recent changes to guidelines impacting our downtown businesses and events.

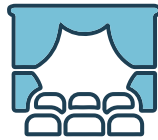
MDHHS EPIDEMIC ORDER OCT. 9

MDHHS has issued orders under a law first enacted by the Michigan Legislature after the Spanish Flu of 1918 specifically to deal with epidemics. Note that the Supreme Court struck down a different, broader law.

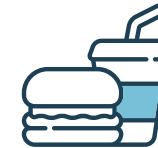
Under MDHHS's epidemic order:



1 **Masks** must be worn over nose and mouth in gatherings of two or more people, including stores, offices, schools and events. Businesses cannot admit people without masks, with few exceptions.



2 **Capacity** limits apply to indoor and outdoor gatherings, including business, social and recreational settings. They're stricter inside.



3 **Restaurants and bars** must limit capacity for gatherings, and may only serve alcohol to parties who are seated, 6 feet apart, and stay separate.



4 **Organized sports** require masks (except for swimming) and have gathering limits.



5 **Employees** who are in isolation or quarantine because of COVID-19 exposure, symptoms or test results cannot go to work with others, or be required to go to work with others.



6 **Contact tracing:** Many businesses must collect contact information from their customers so they can be contacted in case they are exposed to someone who is ill.

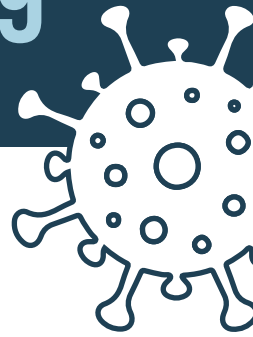
To reduce confusion following the Supreme Court decision, MDHHS issued orders following existing executive orders as much as possible under the different law to prevent and control the spread of COVID-19.

- Capacity limits and rules for sports are the same as before.
- Traverse City (Region 6) has slightly less strict rules, as before.
- Mask requirements are almost the same; they do not apply to individuals not in gatherings.
- There are no longer bar closures, but bars may only serve alcohol to gatherings seated at tables.
- MDHHS rules do not include all prior worker protections.

To read the complete MDHHS Oct. 9, 2020, Epidemic Order, visit Michigan.gov/Coronavirus. Questions or concerns can be emailed to COVID19@michigan.gov.



MDHHS EPIDEMIC ORDER OCT. 9



Limits on attendance at residential gatherings.

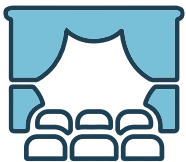
INDOORS: UP TO 10 PERSONS

OUTDOORS: UP TO 100 PERSONS

- Indoor gatherings of up to 10 persons and outdoor gatherings of up to 100 persons at a residence are permitted (face coverings are strongly recommended).

Limits on attendance at non-residential venues.

INDOORS



- Indoor gatherings of up to 10 persons occurring at a non-residential venue are permitted provided each person at the gathering wears a face covering.
- Indoor gatherings of more than 10 and up to 500 people occurring at a non-residential venue are permitted only to the extent that the organizers and venue:
 - FOR FIXED SEATING: limit attendance to 20% of seating capacity of the venue.
 - WITHOUT FIXED SEATING: limit attendance to 20 persons per 1,000 square feet in each occupied room.
- Require that each person at the gathering wear a face covering.

OUTDOORS



- Outdoor gatherings of up to 100 persons occurring at a non-residential venue are permitted provided that each person wears a face covering.
- Outdoor gatherings of more than 100 and up to 1,000 persons occurring at a non-residential venue with fixed seating are permitted only to the extent that the organizers and venue:
 - FOR FIXED SEATING: limit attendance to 30% of seating capacity.
 - WITHOUT FIXED SEATING: limit attendance to 30 persons per 1,000 square feet, including within any distinct area within the event space.
- Require that each person at the gathering wear a face covering.

“Gathering” means any occurrence where two or more persons from more than one household are present in a shared space. Except for incidental gatherings in a shared space, all gatherings must include 6 feet of social distance between households.



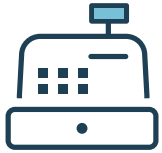
Face coverings are still required.

Businesses, government offices, schools, child care organizations, and other operations must not allow indoor gatherings of any kind unless they require individuals to wear a face covering. These entities may not assume that someone who enters the business without a face covering falls in one of the exceptions; but may accept an individual’s verbal representation that they are not wearing a face covering because they fall within a specified exception. Exceptions can be found within the Oct. 9, 2020, Epidemic Order at [Michigan.gov/Coronavirus](https://www.michigan.gov/Coronavirus).

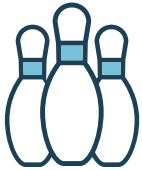
Region 6, the Traverse City region, has slightly less strict rules, which can be read in the MDHHS Oct. 9, 2020, Epidemic Order at [Michigan.gov/Coronavirus](https://www.michigan.gov/Coronavirus).



Capacity Limitations

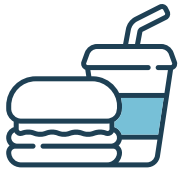


- Gatherings at public facilities, such as a retail store, library or museum, may not exceed 50% total occupancy limits.
- Gatherings at recreational sports and exercise facilities, such as gyms, fitness centers, recreation centers, bowling centers, roller and ice rinks, and trampoline parks, may not exceed 25% of total occupancy limits or are not allowed if it is not possible to maintain a distance of six feet between workout stations.
- Gatherings at professional sports and entertainment facilities, including arenas, cinemas, concert halls, performance and sporting venues, stadiums and theaters, are allowed only if the venue can ensure there is six feet of distance between patrons not of the same household.
- Gatherings at outdoor pools must not exceed 50% of capacity limits, and at indoor pools must not exceed 25% of capacity limits.
- Gatherings at non-tribal casinos may not exceed 15% of total occupancy limits.
- Workplace gatherings are prohibited under the following circumstances: it is not necessary to perform job duties; employees not wearing face coverings cannot maintain six feet of distance from others; employees not wearing face coverings occupy the same shared space; if they include any person who is experiencing COVID-19 symptoms or who is subject to a CDC recommendation to isolate or quarantine.



Food Service Establishments

INDOOR COMMON AREAS AND SEATING



- Must maintain six feet of distance between each party.
- Must not exceed 50% of normal seating capacity.
- Close indoor common areas in which people can congregate, dance, or otherwise mingle.
- Prohibit indoor gatherings anywhere alcoholic beverages are sold for consumption onsite, except for where parties are seated and separated from one another by at least six feet, and do not intermingle.



Organized Sports

FACE COVERINGS AND DISTANCE

- Athletes must wear face coverings (except when swimming) or consistently maintain six feet of distance from others.
- Follow live audience limits (two per player or as described in attendance limits).
- No concession sales.
- Follow additional guidance from MDHHS.

To read the complete MDHHS Oct. 9, 2020, Epidemic Order, visit [Michigan.gov/Coronavirus](https://www.michigan.gov/Coronavirus). Questions or concerns can be emailed to COVID19@michigan.gov.

Michigan Department of Health and Human Services (MDHHS) has issued this order under a law first enacted by the Michigan Legislature after the Spanish Flu of 1918, specifically to deal with epidemics. This gives the MDHHS director broad authority to take actions by emergency order to protect the public health during an epidemic. To reduce confusion following the recent Michigan Supreme Court decision, MDHHS issued orders following existing executive orders as much as possible under the different law to prevent and control the spread of COVID-19.

6C. Holiday Events Report – Taylor/Jenna/Kristi

The staff will provide on update on upcoming holiday events:

- Festival of Trees
- The Big, Bright Light Show
- Plaid Friday/Small Business Saturday
- Kris Kringle Market

6D. Consideration of Festival of Trees Payment for Rochester Community House

Per the Board's request last month to consider paying the Rochester Community House for the Festival of Trees contract due to the relocation to the Royal Park Hotel, the amount is \$3,815.

6E. Update on Downtown Collaboration Studio Lease – Ben/Kristi

Ben and Kristi will provide an update on the lease for 431 Main Street.

6F. Outdoor Dining Platforms 2021 – Nik/Kristi

The Executive Committee would like the Board to discuss plans to allow the restaurants utilize the outdoor dining platforms next year.

6G. DDA/PSD Discussion – Planning for 2021

The DDA Board has invited the PSD Board to start planning for Goals & Objectives for 2021 and beyond.

6H. November & December DDA Meeting Dates Reminder - Kristi

For the months of November & December, the DDA meets the second Wednesday of the month. The following are the dates for these meetings:

- Wednesday, November 11
- Wednesday, December 9

7A. Executive Director Update

Just Us Girls Stroll

We partnered with the Women's Fund on their Just Us Girls Stroll Fundraising Event on October 7. The Collaboration Studio served as the check-in spot for all attendees. Over 15 downtown businesses participated in the event.

Main Street America Webinar

I was a guest speaker on the first of a series of webinars offered by Main Street America. Each topic is focused on recovery efforts related to COVID-19. My topic was Fundraising During a Pandemic. I shared the story of the Love Local Rochester brand.

Michigan Downtown Association Annual Conference (Virtual)

I will be presenting at the MDA Annual Conference on Friday, November 6 on the topic of the Evolution of Downtown Events.

The Big, Bright Light Show

Installation of The Big, Bright Light Show is well underway and should be completed by mid-November. A detailed update will be provided during the regular meeting agenda.

Vacation

I will be out of the office on vacation beginning Wednesday, October 28 and returning to the office on Wednesday, November 3. If you need anything in my absence, please reach out to Nik or Jenna.

User: mmoriwaki

DB: Rochester

PERIOD ENDING 09/30/2020

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	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	1,430,616.50	1,192,539.59	200,415.50	87.71
494-000.000-528.000	OTHER FEDERAL GRANTS	0.00	4,000.00	4,000.00	(4,000.00)	100.00
494-000.000-573.000	LOCAL COMMUNITY STABILIZATION	53,000.00	0.00	0.00	53,000.00	0.00
494-000.000-626.000	DDA BUSINESS DEVELOPMENT	5,000.00	16,876.22	1,680.00	(11,876.22)	337.52
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	299.23	0.00	(299.23)	100.00
494-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	42,767.00	0.00	0.00	42,767.00	0.00
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	1,451,791.95	1,198,219.59	302,807.05	82.74
TOTAL REVENUES		1,754,599.00	1,451,791.95	1,198,219.59	302,807.05	82.74
Expenditures						
Dept 752.000 - BIG BRIGHT LIGHTSHOW						
494-752.000-805.000	CONTRACTUAL SERVICES	446,658.00	446,658.00	446,658.00	0.00	100.00
Total Dept 752.000 - BIG BRIGHT LIGHTSHOW		446,658.00	446,658.00	446,658.00	0.00	100.00
Dept 896.000 - DOWNTOWN DEVELOPMENT AUTHORITY						
494-896.000-701.000	SUPERVISOR SALARIES	77,200.00	20,655.20	5,917.96	56,544.80	26.76
494-896.000-701.002	PART-TIME WAGES	0.00	1,200.00	292.50	(1,200.00)	100.00
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	1,673.61	475.57	4,614.39	26.62
494-896.000-716.000	HOSPITALIZATION	21,964.00	4,941.03	1,647.01	17,022.97	22.50
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	7,709.01	2,569.67	19,927.99	27.89
494-896.000-719.000	DENTAL/OPTICAL	515.00	398.16	113.76	116.84	77.31
494-896.000-721.000	UNEMPLOYMENT COMP. INSURANCE	16.00	2.12	0.00	13.88	13.25
494-896.000-728.000	POSTAGE	3,133.00	152.55	106.00	2,980.45	4.87
494-896.000-729.000	PRINTING & OFFICE SUPPLIES	20,000.00	2,737.50	778.93	17,262.50	13.69
494-896.000-757.000	OPERATING SUPPLIES	2,500.00	441.75	24.96	2,058.25	17.67
494-896.000-801.000	ADMINISTRATIVE CROSS CHARGE	76,592.00	0.00	0.00	76,592.00	0.00
494-896.000-803.000	LEGAL SERVICES	2,551.50	612.50	0.00	1,939.00	24.01
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. COMMITTEE	69.00	0.00	0.00	69.00	0.00
494-896.000-805.009	CONTRACT SVCS - BUS. DEV COMM	112,945.00	17,180.78	5,602.60	95,764.22	15.21
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	1,503.00	1,400.00	21,476.00	6.54
494-896.000-805.027	CABLE CASTING	4,178.00	650.00	0.00	3,528.00	15.56
494-896.000-805.030	CONTRACT SVCS - DUMPSTERS	119,768.00	21,214.98	7,071.66	98,553.02	17.71
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	1,120.00	280.00	656.00	63.06
494-896.000-850.000	TELECOMMUNICATIONS	5,133.00	1,414.21	592.73	3,718.79	27.55
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	0.00	0.00	2,049.00	0.00
494-896.000-861.002	EQUIPMENT LEASE - COPY MACHIN	16,712.00	2,520.81	0.00	14,191.19	15.08

User: mmoriwaki

PERIOD ENDING 09/30/2020

DB: Rochester

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BGDG USED
Fund Group <None>						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
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	1,567.00	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	0.00	0.00	3,520.00	0.00
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	5,228.11	2,595.69	31,328.89	14.30
494-896.000-922.000	HEAT-BUILDING	597.00	92.51	44.94	504.49	15.50
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	3,995.00	0.00	21,073.00	15.94
494-896.000-957.000	DUES & SUBSCRIPTIONS	1,671.00	177.48	0.00	1,493.52	10.62
Total Dept 896.000 - DOWNTOWN DEVELOPMENT AUTHORIT		653,443.50	95,620.31	29,513.98	557,823.19	14.63
Dept 900.000 - CAPITAL CONTROL						
494-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	150,000.00	61,945.44	40,463.00	88,054.56	41.30
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	66,182.00	0.00	2,193.00	96.79
Total Dept 900.000 - CAPITAL CONTROL		499,709.00	330,367.44	40,463.00	169,341.56	66.11
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	238,970.00	0.00	100.00
Total Dept 965.000 - APPROPRIATIONS TO OTHER FUNDS		511,970.00	238,970.00	238,970.00	273,000.00	46.68
TOTAL EXPENDITURES		2,111,780.50	1,111,615.75	755,604.98	1,000,164.75	52.64
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		1,754,599.00	1,451,791.95	1,198,219.59	302,807.05	82.74
TOTAL EXPENDITURES		2,111,780.50	1,111,615.75	755,604.98	1,000,164.75	52.64
NET OF REVENUES & EXPENDITURES		(357,181.50)	340,176.20	442,614.61	(697,357.70)	95.24
Fund Group <None>:						
TOTAL REVENUES		2,456,515.00	1,931,962.96	1,657,595.09	524,552.04	78.65
TOTAL EXPENDITURES		2,813,696.50	1,187,144.37	776,128.16	1,626,552.13	42.19
NET OF REVENUES & EXPENDITURES		(357,181.50)	744,818.59	881,466.93	(1,102,000.09)	208.53
TOTAL REVENUES - ALL FUNDS		2,456,515.00	1,931,962.96	1,657,595.09	524,552.04	78.65
TOTAL EXPENDITURES - ALL FUNDS		2,813,696.50	1,187,144.37	776,128.16	1,626,552.13	42.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF ROCHESTER

PERIOD ENDING 09/30/2020

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
NET OF REVENUES & EXPENDITURES		(357,181.50)	744,818.59	881,466.93	(1,102,000.09)	208.53