

# SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY AGENDA



## Regular Meeting

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December 8, 2025 at 6:00 PM

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **APPROVAL OF AGENDA** - Items can be added or deleted from the Agenda by board action.
- 4) **APPROVAL OF MINUTES** - Items can be added or deleted from the Agenda by board action.
  - A. Approve April 14, 2025 Meeting Minutes
- 5) **PUBLIC COMMENT ON AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.
- 6) **PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION**
- 7) **OLD BUSINESS**
- 8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
  - A. 2026 Meeting Dates
  - B. December 2025 Revenue and Expenditures Financial Report
- 9) **PUBLIC COMMENT ON NON-AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes. Comments should address NON-AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Agenda items should be addressed during the PUBLIC COMMENT-AGENDA ITEMS portion of the meeting agenda.
- 10) **BOARD REPORTS**
- 11) **ADJOURNMENT**

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# SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY MINUTES

April 14, 2025

Regular Meeting - 6:00 PM

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1) **CALL TO ORDER**

IN A REGULAR SESSION held on Monday, April 14, 2025 at 6:00 PM in the Training Room of City Hall, 323 West Michigan Ave, Marshall, MI 49068, the Marshall South Neighborhood Improvement Authority was called to order by Chair Hough.

2) **ROLL CALL**

Roll was called:

Present: Chair Lucy Hough, Emily Kelly, Sean Lefere, and Derek Perry

Also Present: Director Strange, Treasurer Dopp, and Clerk Eubank

Absent: Ben Holben and Andrew Scibbe

3) **APPROVAL OF AGENDA** - Items can be added or deleted from the Agenda by board action.

**Moved** by Derek Perry, supported by Sean Lefere to amend the agenda to include the January 13, 2025 minutes in the consent agenda and approve the agenda as amended. On a voice vote: **Motion carried.**

4) **CONSENT AGENDA** - Items can be added or deleted from the Agenda by board action.

**Moved** by Derek Perry, supported by Sean Lefere to approve the consent agenda. On a voice vote: **Motion carried.**

A. S NIA FINANCIAL MARCH 2025

B. January 13, 2025 Regular Session Minutes

5) **PUBLIC COMMENT ON AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.

None

6) **PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION**

7) **OLD BUSINESS**

8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**

A. South Neighborhood Improvement Authority Proposed FY26 Budget

Discussion was had by the board on the FY26 budget and upcoming construction work beyond which the infrastructure currently exists for.

**Moved** by Sean Lefere, supported by Derek Perry to accept the FY26 budget as presented and recommend it to city council. On a voice vote:**Motion carried.**

- 9) **PUBLIC COMMENT ON NON-AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes. Comments should address NON-AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Agenda items should be addressed during the PUBLIC COMMENT-AGENDA ITEMS portion of the meeting agenda.

None

10) **BOARD REPORTS**

11) **ADJOURNMENT**

The meeting was adjourned at 6:14 pm.

Respectfully submitted by,

Michelle Eubank  
City Clerk



**ITEM 8.A**

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**TO:** [AGENDA\_OFFICIAL\_BODY]  
**FROM:** Marcia Strange, Director of Community Development  
Michelle Eubank, City Clerk  
  
**DATE:** December 8, 2025  
**SUBJECT:** 2026 Meeting Dates

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South Neighborhood Improvement Authority meetings are typically held at 6 pm on the second Monday of the month.

Several cancellations were made in 2025 due to lack of business. NIA's are required by law to hold public meetings twice a year. Per the South NIA bylaws, a chairperson of the board shall be elected by the board at the first regular meeting of the Authority in July each year.

It is the recommendation of staff to schedule the following meetings:  
March 9 (budgeting and construction look ahead)  
July 13 (election of officers  
November 9 (construction update/ informational meeting).

Any other business requiring a meeting will be held as a special meeting.

**RECOMMENDATION:**  
Approve the 2026 South NIA meeting dates as presented.



**ITEM 8.B**

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**TO:** [AGENDA\_OFFICIAL\_BODY]  
**FROM:** Marcia Strange, Director of Community Development  
**DATE:** December 8, 2025  
**SUBJECT:** December 2025 Revenue and Expenditures Financial Report

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Included is the current Revenue and Expenditure Report for your review and acceptance.

**RECOMMENDATION:**  
Accept the report as presented.

REVENUE AND EXPENDITURE REPORT FOR CITY OF MARSHALL  
 PERIOD ENDING 11/30/2025  
 % Fiscal Year Completed: 41.92

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025	ACTIVITY FOR MONTH 11/30/2025	% BDGT USED	AVAILABLE BALANCE
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
Revenues						
Dept 000						
251-000-402.00	Current Property Taxes	65,827.00	0.00	0.00	0.00	65,827.00
251-000-665.00	Interest	1,000.00	982.06	0.00	98.21	17.94
Total Dept 000		66,827.00	982.06	0.00	1.47	65,844.94
TOTAL REVENUES		66,827.00	982.06	0.00	1.47	65,844.94

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025	ACTIVITY FOR MONTH 11/30/2025	% BDGT USED	AVAILABLE BALANCE
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
Expenditures						
Dept 000						
251-000-805.00	Administrative Costs	500.00	500.00	0.00	100.00	0.00
251-000-955.00	COST ALLOCATION	130.00	1,633.50	0.00	1,256.54	(1,503.50)
251-000-990.00	Debt Service	50,000.00	0.00	0.00	0.00	50,000.00
251-000-994.00	Bond Interest Paid	25,160.00	13,005.00	0.00	51.69	12,155.00
Total Dept 000		75,790.00	15,138.50	0.00	19.97	60,651.50
TOTAL EXPENDITURES		75,790.00	15,138.50	0.00	19.97	60,651.50
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY:						
TOTAL REVENUES		66,827.00	982.06	0.00	1.47	65,844.94
TOTAL EXPENDITURES		75,790.00	15,138.50	0.00	19.97	60,651.50
NET OF REVENUES & EXPENDITURES		(8,963.00)	(14,156.44)	0.00	157.94	5,193.44