

SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY AGENDA



Regular and Semi-Annual Informational Meeting

March 9, 2026 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. December 8, 2026 South NIA 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) **OLD BUSINESS**
- 7) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
 - A. Financial Report - Expense and Revenue Year to Date
 - B. South Neighborhood Improvement Authority Proposed FY 26-27 Budget
 - C. Construction Report
- 8) **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.
- 9) **BOARD REPORTS**
- 10) **ADJOURNMENT**

SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY MINUTES

December 8, 2025
Regular Meeting - 6:00 PM

[IGNORE_INDENT]

1) CALL TO ORDER

IN A REGULAR SESSION held on Monday, December 8, 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: Ben Holben, Lucy Hough, Emily Kelly, Sean Lefere, Derek Perry, Andrew Scibbe

Also Present: Director Strange and Clerk Eubank

Absent: None

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

Moved by Sean Lefere, supported by Ben Holben to approve the agenda as presented.
On a voice vote: **Motion carried.**

4) APPROVAL OF MINUTES - Items can be added or deleted from the Agenda by board action.

A. Approve April 14, 2025 Meeting Minutes

Moved by Sean Lefere, supported by Ben Holben to approve the minutes from April 14, 2025 as presented. On a voice vote: **Motion carried.**

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.

None

6) PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION

7) OLD BUSINESS

8) REPORTS AND RECOMMENDATIONS/NEW BUSINESS

A. 2026 Meeting Dates

Moved by Ben Holben, supported by Emily Kelly to approve the 2026 Meeting dates as presented. On a voice vote: **Motion carried.**

B. December 2025 Revenue and Expenditures Financial Report

Director Dopp presented the finance 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.

None

10) BOARD REPORTS

11) ADJOURNMENT

The meeting was adjourned at 6:17 pm.

Respectfully submitted by,

Michelle Eubank
City Clerk

ITEM: 7.A

ADMINISTRATIVE REPORT



TO: HONORABLE BOARD MEMBERS
FROM: Marcia Strange, Director of Community Development
William Dopp, Finance Director/ City Treasurer

DATE: March 9, 2026
SUBJECT: Financial Report - Expense and Revenue Year to Date

Year to Date Expense and Revenue report provided for review.

RECOMMENDATION:
Approve Expense and Revenue report as presented.

REVENUE AND EXPENDITURE REPORT FOR CITY OF MARSHALL
 PERIOD ENDING 02/28/2026
 % Fiscal Year Completed: 66.58

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 02/28/2026	ACTIVITY FOR MONTH 02/28/2026	% BDGT USED	AVAILABLE BALANCE
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
Revenues						
Dept 000						
251-000-402.00	Current Property Taxes	65,827.00	66,463.55	0.00	100.97	(636.55)
251-000-665.00	Interest	1,000.00	1,640.07	0.00	164.01	(640.07)
Total Dept 000		66,827.00	68,103.62	0.00	101.91	(1,276.62)
TOTAL REVENUES		66,827.00	68,103.62	0.00	101.91	(1,276.62)
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	2,450.25	0.00	1,884.81	(2,320.25)
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	15,955.25	0.00	21.05	59,834.75
TOTAL EXPENDITURES		75,790.00	15,955.25	0.00	21.05	59,834.75
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY:						
TOTAL REVENUES		66,827.00	68,103.62	0.00	101.91	(1,276.62)
TOTAL EXPENDITURES		75,790.00	15,955.25	0.00	21.05	59,834.75
NET OF REVENUES & EXPENDITURES		(8,963.00)	52,148.37	0.00	581.82	(61,111.37)

ITEM: 7.B

ADMINISTRATIVE REPORT



TO: HONORABLE BOARD MEMBERS
FROM: William Dopp, Finance Director/ City Treasurer
Marcia Strange, Director of Community Development

DATE: March 9, 2026
SUBJECT: South Neighborhood Improvement Authority Proposed FY 26-27 Budget

The Finance Department has provided the proposed budget for FY 2026-2027 for review. Upcoming phases of construction will need to be approved by Planning Commission before proceeding to construction. It is not anticipated that there will be infrastructure work for future housing in the NIA area during this fiscal year and that any upcoming infrastructure needs will be paid for by the developer.

RECOMMENDATION:
Accept the Fiscal Year 2026-2027 budget as presented.

Calculations as of 06/30/2026

ACCOUNT	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 ACTIVITY THRU 06/30/26	2026-27 DEPT REQUESTED BUDGET
Fund: 251 SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
ESTIMATED REVENUES						
Dept 000						
402.00	Current Property Taxes	56,050	58,370	65,827	66,464	75,000
404.00	Property Taxes - Prior Years					
412.00	Delinquent Personal Prop Taxes					
445.00	Penalties & Int. on Taxes					
573.00	LOCAL COMM STAB SHARE TAX					
665.00	Interest	2,000	4,643	1,000	1,640	3,000
678.00	PENALTIES INCOME					
679.00	MISCELLANEOUS REVENUE					
696.00	Bond Proceeds					
Totals for dept 000 -		58,050	63,013	66,827	68,104	78,000
TOTAL ESTIMATED REVENUES		58,050	63,013	66,827	68,104	78,000
APPROPRIATIONS						
Dept 000						
702.00	Payroll					
703.00	Part-time Salaries					
704.00	Overtime Salaries					
715.00	Social Security					
801.00	Professional Services					
805.00	Administrative Costs	500	500	500	500	500
820.00	Contracted Services					
826.00	Bond Issuance Costs					
922.00	Utilities-Elec, Water, Sewer					
941.00	MOTOR POOL VEHICLE RENTAL					
955.00	COST ALLOCATION	3,267	3,267	130	2,450	143
970.00	Capital Outlay					
990.00	Debt Service			50,000		50,000
994.00	Bond Interest Paid	26,010	25,797	25,160	25,160	23,460
995.00	Transfers to Other Funds					
Totals for dept 000 -		29,777	29,564	75,790	28,110	74,103
TOTAL APPROPRIATIONS		29,777	29,564	75,790	28,110	74,103
NET OF REVENUES/APPROPRIATIONS - FUND 251		28,273	33,449	(8,963)	39,994	3,897
BEGINNING FUND BALANCE		37,429	37,429	70,878	70,878	110,872
ENDING FUND BALANCE		65,702	70,878	61,915	110,872	114,769

ITEM: 7.C

ADMINISTRATIVE REPORT



TO: HONORABLE BOARD MEMBERS
FROM:
DATE: March 9, 2026
SUBJECT: Construction Report

Norfolk Homes will provide an update on current construction, home sales, and future work in the area.

RECOMMENDATION:
No action needed.