DOWNTOWN DEVELOPMENT AUTHORITY/LOCAL DEVELOPMENT FINANCE AUTHORITY AGENDA

April 27, 2023

Regular Meeting - 4:00 PM

1) **CALL TO ORDER**
2) **ROLL CALL**
3) **APPROVAL OF AGENDA** - Items can be added or deleted from the Agenda by City Council action.
4) **PUBLIC COMMENT** 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.
5) **PRESENTATIONS AND RECOGNITIONS**
6) **CONSENT AGENDA**
   - A. **Board Minutes**
     Regular Session - March 16, 2023
   - B. **Financials**
     DDA Revenue/Expense Report- Period Ending March 31, 2023
     LDFA Revenue/Expense Report- Period Ending March 31, 2023
7) **MEADA UPDATE**
8) **MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY NEW BUSINESS**
   - A. **Special Event Requests**
   - B. **Downtown Development Authority FY 2024 Budget**
   - C. **Inter-Fund Loan for the Activation Zone**
   - D. **Activation Zone update**
9) **MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY OLD BUSINESS**
10) **LOCAL DEVELOPMENT FINANCE AUTHORITY NEW BUSINESS**

A. **Local Development Finance Authority FY 2024 Budget**

B. MEC Update

11) LOCAL DEVELOPMENT FINANCE AUTHORITY OLD BUSINESS

12) BOARD REPORTS

13) ADJOURNMENT

CALL TO ORDER

IN REGULAR SESSION Thursday, March 16, 2023 at 4:00 P.M., First Floor Training Room, City Hall, 323 W. Michigan Avenue, Marshall, MI 49068. The meeting was called to order.

ROLL CALL

Present: Mike Beck, Sue Damron, Matt Davis, Desmond Kirkland, Jason LaForge, Derek Perry, Diana Thompson, J.P. Walters, and Catherine Yates.

Absent: Becky Jones and Amanda Lankerd.

PUBLIC COMMENT

None.

PRESENTATIONS

Stephanie Fries of Ford Motor Company gave a presentation on the Marshall Blue Oval Battery Park.

CONSENT AGENDA

Moved Catherine Yates, supported J.P. Walters, to approve the consent agenda as presented:

A. Approve minutes of the Regular session held on Thursday, February 23, 2022;
B. Approve DDA and LDFA Revenue/Expenditure Reports for the month ending February 28, 2023.

On a voice vote: **MOTION CARRIED.**

MAEDA UPDATE

Jim Durian gave an update on MAEDA.

MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY

A. FY24 Budget

The finance committee plans to meet again to discuss the FY24 Budget before approval.

B. Activation Zone

Discussion was had on the activation zone project.

LOCAL DEVELOPMENT FINANCE AUTHORITY

A. FY24 Budget

The finance committee plans to meet again to discuss the FY24 Budget before approval.

B. MEC update

Revore stated that they are waiting on the purchaser to send a purchase agreement for the LDFA to review.

ADJOURNMENT

The meeting was adjourned at 5:22 p.m.

____
Michelle Eubank, City Clerk

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 000					
248-000-402.00	Current Property Taxes	169,908.00	172,518.55	(266.64)	101.54
248-000-404.00	Property Taxes - Prior Years	0.00	0.00	0.00	0.00
248-000-412.00	Delinquent Personal Prop Taxes	50.00	0.00	0.00	0.00
248-000-445.00	Penalties & Int. on Taxes	0.00	8.11	8.11	100.00
248-000-565.00	Sales Tax Inventory Refund	0.00	0.00	0.00	0.00
248-000-573.00	LOCAL COMM STAB SHARE TAX	25,000.00	36,931.25	0.00	147.73
248-000-588.00	Contributions from Local Units	0.00	0.00	0.00	0.00
248-000-665.00	Interest	0.00	2,815.91	502.71	100.00
248-000-665.03	UNREALIZED GAIN/LOSS ON INVESTMI	0.00	0.00	0.00	0.00
248-000-675.00	Contrib. from Other Sources	0.00	0.00	0.00	0.00
248-000-676.00	Reimbursement	0.00	0.00	0.00	0.00
248-000-679.00	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00
248-000-679.16	MISC REVENUE - BLUES FEST	54,000.00	58.94	0.00	0.11
248-000-696.00	Proceeds from Bonds/Notes	0.00	0.00	0.00	0.00
248-000-699.00	Transfers From Other Funds	0.00	0.00	0.00	0.00
Total Dept 000		248,958.00	212,332.76	244.18	85.29
Dept 729 - Community Development					
248-729-588.00	Contributions from Local Units	0.00	0.00	0.00	0.00
248-729-675.00	Contrib. from Other Sources	0.00	0.00	0.00	0.00
248-729-679.00	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00
248-729-699.00	Transfers From Other Funds	0.00	0.00	0.00	0.00
Total Dept 729 - Community Development		0.00	0.00	0.00	0.00
TOTAL REVENUES		248,958.00	212,332.76	244.18	85.29
Expenditures					
Dept 000					
248-000-702.00	Payroll	0.00	1,172.17	676.88	100.00
248-000-702.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00
248-000-702.40	Payroll - Rubbish/Garbage	3,000.00	1,400.38	318.48	46.68
248-000-702.41	Payroll - Mowing/Trimming	1,200.00	0.00	0.00	0.00
248-000-702.42	Payroll - Parking Structure	800.00	623.44	104.38	77.93
248-000-702.43	Payroll - Sidewalk Snow Removal	1,000.00	937.75	215.04	93.78
248-000-702.44	Payroll - Flowers	1,400.00	269.35	0.00	19.24
248-000-703.00	Part-time Salaries	13,000.00	5,421.26	0.00	41.70
248-000-703.40	PART-TIME - RUBBISH/GARBAGE	0.00	0.00	0.00	0.00
248-000-703.41	PART-TIME - MOWING/TRIMMING	0.00	0.00	0.00	0.00
248-000-703.42	PART-TIME - PARKING STRUCTURE	0.00	14.00	0.00	100.00
248-000-703.43	PART-TIME - SIDEWALK SNOW REMOVA	0.00	450.50	238.50	100.00
248-000-703.44	PART-TIME - FLOWERS	0.00	0.00	0.00	0.00
248-000-704.00	Overtime Salaries	0.00	608.44	259.55	100.00
248-000-704.40	Overtime - Rubbish/Garbage	0.00	282.11	39.93	100.00
248-000-704.41	Overtime - Mowing/Trimming	0.00	0.00	0.00	0.00
248-000-704.42	Overtime - Parking Structure	0.00	282.60	104.40	100.00
248-000-704.43	Overtime - Sidewalk Snow Remova	0.00	1,663.56	397.09	100.00
248-000-704.44	Overtime - Flowers	0.00	0.00	0.00	0.00
248-000-712.00	WORKERS COMPENSATION	623.00	0.00	0.00	0.00
248-000-715.00	Social Security	995.00	983.24	175.05	98.82
248-000-716.00	Hospitalization	0.00	0.00	0.00	0.00
248-000-717.00	Life Insurance	0.00	0.00	0.00	0.00
248-000-718.00	RETIREMENT - D/B	0.00	0.00	0.00	0.00
248-000-755.00	Miscellaneous Supplies	2,500.00	3,579.31	59.96	143.17
248-000-755.01	MISC SUPPLIES - DOWNTOWN PLANTEI	2,040.00	0.00	0.00	0.00
248-000-757.00	Fuels & Lubricants	0.00	200.00	0.00	100.00
248-000-777.00	MINOR TOOLS AND EQUIPMENT	100.00	18.89	0.00	18.89
248-000-801.00	Professional Services	1,000.00	11,981.00	1,334.00	1,198.10
248-000-801.01	Prof. Services - Streetscape	0.00	0.00	0.00	0.00
248-000-803.00	Service Fee	0.00	2.50	0.00	100.00
248-000-805.00	Administrative Costs	36,725.00	24,663.03	6,286.67	67.16
248-000-810.00	Dues & Memberships	0.00	0.00	0.00	0.00
248-000-811.00	Taxes	0.00	0.00	0.00	0.00
248-000-820.00	Contracted Services	50,000.00	22,615.21	0.00	45.23
248-000-820.01	Contracted Maint. - Plowing	0.00	0.00	0.00	0.00
248-000-820.02	Contracted Maint - Lawn	0.00	0.00	0.00	0.00
248-000-825.00	Insurance	0.00	0.00	0.00	0.00
248-000-850.00	Communications	720.00	600.00	60.00	83.33
248-000-860.00	Transportation & Travel	0.00	0.00	0.00	0.00
248-000-901.00	Advertising	0.00	84.00	0.00	100.00
248-000-921.00	Utilities - Gas	0.00	0.00	0.00	0.00
248-000-922.00	Utilities-Elec, Water, Sewer	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Expenditures					
248-000-941.00	MOTOR POOL VEHICLE RENTAL	0.00	6,086.30	3,452.34	100.00
248-000-942.00	Rent	0.00	0.00	0.00	0.00
248-000-958.00	Education & Training	0.00	0.00	0.00	0.00
248-000-961.00	COMMUNITY PROMOTIONS	50,000.00	17,050.13	3,000.00	34.10
248-000-964.00	Refund or Rebates	0.00	0.00	0.00	0.00
248-000-970.00	Capital Outlay	0.00	0.00	0.00	0.00
248-000-971.00	Capital Outlay - Land	0.00	0.00	0.00	0.00
248-000-990.00	Debt Service	0.00	0.00	0.00	0.00
248-000-994.00	Bond Interest Paid	0.00	0.00	0.00	0.00
248-000-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00
Total Dept 000		165,103.00	100,989.17	16,722.27	61.17
Dept 717 - DDA Parking Lots					
248-717-941.00	MOTOR POOL VEHICLE RENTAL	0.00	0.00	0.00	0.00
Total Dept 717 - DDA Parking Lots		0.00	0.00	0.00	0.00
Dept 718 - DDA Parking Ramp					
248-718-941.00	MOTOR POOL VEHICLE RENTAL	4,560.00	12.34	0.00	0.27
Total Dept 718 - DDA Parking Ramp		4,560.00	12.34	0.00	0.27
Dept 719 - DDA Sidewalk					
248-719-941.00	MOTOR POOL VEHICLE RENTAL	5,370.00	0.00	0.00	0.00
248-719-941.02	MOTOR POOL REPLACEMENT CHARGE	1,505.00	1,128.78	125.42	75.00
248-719-941.03	MOTOR POOL OPERATING CHARGE	2,111.00	1,791.28	175.92	84.85
248-719-941.05	VEHICLE RENTAL CREDIT	0.00	0.00	0.00	0.00
Total Dept 719 - DDA Sidewalk		8,986.00	2,920.06	301.34	32.50
Dept 729 - Community Development					
248-729-702.00	Payroll	0.00	0.00	0.00	0.00
248-729-702.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00
248-729-703.00	Part-time Salaries	0.00	0.00	0.00	0.00
248-729-704.00	Overtime Salaries	0.00	0.00	0.00	0.00
248-729-712.00	WORKERS COMPENSATION	0.00	0.00	0.00	0.00
248-729-715.00	Social Security	0.00	0.00	0.00	0.00
248-729-716.00	Hospitalization	0.00	0.00	0.00	0.00
248-729-717.00	Life Insurance	0.00	0.00	0.00	0.00
248-729-718.00	RETIREMENT - D/B	0.00	0.00	0.00	0.00
248-729-719.00	Hospitalization - Prescription	0.00	0.00	0.00	0.00
248-729-740.00	Operating Supplies	0.00	0.00	0.00	0.00
248-729-801.00	Professional Services	0.00	13,810.00	13,810.00	100.00
248-729-806.00	MEDICAL SERVICES	0.00	0.00	0.00	0.00
248-729-810.00	Dues & Memberships	0.00	0.00	0.00	0.00
248-729-820.00	Contracted Services	0.00	0.00	0.00	0.00
248-729-850.00	Communications	0.00	0.00	0.00	0.00
248-729-860.00	Transportation & Travel	0.00	0.00	0.00	0.00
248-729-901.00	Advertising	0.00	0.00	0.00	0.00
248-729-902.00	Marketing	0.00	0.00	0.00	0.00
248-729-940.00	Rentals	0.00	0.00	0.00	0.00
248-729-941.00	MOTOR POOL VEHICLE RENTAL	0.00	0.00	0.00	0.00
248-729-941.01	TECHNOLOGY INTERNAL SERVICE CHA	0.00	0.00	0.00	0.00
248-729-958.00	Education & Training	0.00	0.00	0.00	0.00
248-729-961.00	COMMUNITY PROMOTIONS	0.00	0.00	0.00	0.00
248-729-964.00	Refund or Rebates	0.00	0.00	0.00	0.00
248-729-969.00	Contingency	0.00	0.00	0.00	0.00
248-729-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00
Total Dept 729 - Community Development		0.00	13,810.00	13,810.00	100.00
TOTAL EXPENDITURES		178,649.00	117,731.57	30,833.61	65.90
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		248,958.00	212,332.76	244.18	85.29
TOTAL EXPENDITURES		178,649.00	117,731.57	30,833.61	65.90
NET OF REVENUES & EXPENDITURES		70,309.00	94,601.19	(30,589.43)	134.55

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	% BDGT USED
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Revenues					
Dept 000					
250-000-402.00	Current Property Taxes	621,474.00	641,385.99	0.00	103.20
250-000-404.00	Property Taxes - Prior Years	0.00	0.00	0.00	0.00
250-000-445.00	Penalties & Int. on Taxes	0.00	0.00	0.00	0.00
250-000-540.00	State Grants	0.00	0.00	0.00	0.00
250-000-573.00	LOCAL COMM STAB SHARE TAX	142,000.00	207,026.09	0.00	145.79
250-000-665.00	Interest	50.00	20,134.15	1,432.61	40,268.30
250-000-673.00	Sales of Fixed Assets	0.00	0.00	0.00	0.00
250-000-675.00	Contrib. from Other Sources	0.00	0.00	0.00	0.00
250-000-679.00	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00
250-000-696.00	Bond Proceeds	0.00	0.00	0.00	0.00
250-000-697.00	PREMIUMS ON BONDS	0.00	0.00	0.00	0.00
250-000-699.00	Transfers From Other Funds	0.00	0.00	0.00	0.00
Total Dept 000		763,524.00	868,546.23	1,432.61	113.75
TOTAL REVENUES		763,524.00	868,546.23	1,432.61	113.75
Expenditures					
Dept 000					
250-000-727.00	Office Supplies	0.00	0.00	0.00	0.00
250-000-740.00	Operating Supplies	0.00	0.00	0.00	0.00
250-000-755.00	Miscellaneous Supplies	0.00	0.00	0.00	0.00
250-000-801.00	Professional Services	5,000.00	55,820.15	4,775.31	1,116.40
250-000-803.00	Service Fee	500.00	500.00	0.00	100.00
250-000-805.00	Administrative Costs	160,537.00	119,999.97	13,333.33	74.75
250-000-810.00	Dues & Memberships	0.00	0.00	0.00	0.00
250-000-811.00	Taxes	1,000.00	621.02	0.00	62.10
250-000-820.00	Contracted Services	242,000.00	260,350.00	0.00	107.58
250-000-826.00	Bond Issuance Costs	0.00	0.00	0.00	0.00
250-000-860.00	Transportation & Travel	0.00	0.00	0.00	0.00
250-000-901.00	Advertising	0.00	0.00	0.00	0.00
250-000-902.00	Marketing	1,500.00	0.00	0.00	0.00
250-000-922.00	Utilities-Elec, Water, Sewer	1,200.00	49.45	0.00	4.12
250-000-941.00	MOTOR POOL VEHICLE RENTAL	0.00	0.00	0.00	0.00
250-000-941.01	TECHNOLOGY INTERNAL SERVICE CHA	0.00	0.00	0.00	0.00
250-000-958.00	Education & Training	0.00	0.00	0.00	0.00
250-000-960.00	REBATE REIMBURSEMENT	0.00	0.00	0.00	0.00
250-000-964.00	Refund or Rebates	0.00	0.00	0.00	0.00
250-000-970.00	Capital Outlay	360,000.00	14,823.70	0.00	4.12
250-000-970.35	BROOKS INDUSTRIAL PARK SUBSTATI	5,857,780.00	4,908,851.44	142,386.67	83.80
250-000-972.00	SHARE OF CAPITAL PURCHASED BY O	0.00	0.00	0.00	0.00
250-000-990.00	Debt Service	335,000.00	285,000.00	285,000.00	85.07
250-000-994.00	Bond Interest Paid	150,000.00	224,858.88	128,900.00	149.91
250-000-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00
Total Dept 000		7,114,517.00	5,870,874.61	574,395.31	82.52
TOTAL EXPENDITURES		7,114,517.00	5,870,874.61	574,395.31	82.52
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND:					
TOTAL REVENUES		763,524.00	868,546.23	1,432.61	113.75
TOTAL EXPENDITURES		7,114,517.00	5,870,874.61	574,395.31	82.52
NET OF REVENUES & EXPENDITURES		(6,350,993.00)	(5,002,328.38)	(572,962.70)	78.76
TOTAL REVENUES - ALL FUNDS		1,012,482.00	1,080,878.99	1,676.79	106.76
TOTAL EXPENDITURES - ALL FUNDS		7,293,166.00	5,988,606.18	605,228.92	82.11
NET OF REVENUES & EXPENDITURES		(6,280,684.00)	(4,907,727.19)	(603,552.13)	78.14

ITEM 8.B

TO:	Downtown Development Authority/Local Development Finance Authority
FROM:	Derek N. Perry, City Manager William Dopp, Finance Director/ City Treasurer
DATE:	April 27, 2023
SUBJECT:	**Downtown Development Authority FY 2024 Budget**

We are pleased to provide the DDA's FY 2024 Proposed Budget for your review and consideration. With total revenues of $262,949, and expenditures totaling $262,151. This budget is in compliance with the City's Charter.

BUDGET IMPACT:
Once City Council adopts the budget document, it will establish budgetary amounts for the DDA funds in the amounts set forth in the attached proposed budget.

RECOMMENDATION:
Staff recommend that the Board accepts the attached budget, and recommends this budget to the Council.

BUDGET REPORT FOR CITY OF MARSHALL

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 RECOMMENDED BUDGET
ESTIMATED REVENUES					
Function: General Government					
248-000-402.00	Current Property Taxes	156,212	183,112	169,908	170,949
248-000-404.00	Property Taxes - Prior Years		796		
248-000-412.00	Delinquent Personal Prop Taxes	47	56	50	
248-000-445.00	Penalties & Int. on Taxes	71	47		
248-000-573.00	LOCAL COMM STAB SHARE TAX	30,302	25,450	25,000	30,000
248-000-665.00	Interest	77	266		2,000
248-000-665.03	UNREALIZED GAIN/LOSS ON INVESTMENTS		(884)		
248-000-675.00	Contrib. from Other Sources		3,340		
248-000-679.00	MISCELLANEOUS REVENUE	35	90		
248-000-679.16	MISC REVENUE - BLUES FEST		62,089	54,000	60,000
Total - Function General Government		186,744	274,362	248,958	262,949
TOTAL ESTIMATED REVENUES		186,744	274,362	248,958	262,949
APPROPRIATIONS					
Function: General Government					
248-000-702.00	Payroll	1,480	2,212		
248-000-702.40	Payroll - Rubbish/Garbage	2,930	1,738	3,000	
248-000-702.41	Payroll - Mowing/Trimming			1,200	
248-000-702.42	Payroll - Parking Structure	726	632	800	800
248-000-702.43	Payroll - Sidewalk Snow Removal	951	749	1,000	
248-000-702.44	Payroll - Flowers	1,272	1,450	1,400	700
248-000-703.00	Part-time Salaries	10,707	10,154	13,000	39,000
	FOOTNOTE AMOUNTS:				13,000
	SEASONAL				
	FOOTNOTE AMOUNTS:				26,000

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 RECOMMENDED BUDGET
	PART TIME 25 HOURS @ $20				
	GL # FOOTNOTE TOTAL:				39,000
248-000-703.43	PART-TIME - SIDEWALK SNOW REMOVAL		572		
248-000-704.00	Overtime Salaries	414	1,079		
248-000-704.40	Overtime - Rubbish/Garbage	35	401		
248-000-704.42	Overtime - Parking Structure	2,075	1,217		
248-000-704.43	Overtime - Sidewalk Snow Removal	214	1,254		
248-000-704.44	Overtime - Flowers	209			
248-000-712.00	WORKERS COMPENSATION	453	623	623	
248-000-715.00	Social Security	1,506	1,583	995	1,560
248-000-716.00	Hospitalization	4,312			
248-000-717.00	Life Insurance	52	74		
248-000-755.00	Miscellaneous Supplies	5,939	12,273	2,500	5,000
248-000-755.01	MISC SUPPLIES - DOWNTOWN PLANTE	2,196	671	2,040	2,040
248-000-777.00	MINOR TOOLS AND EQUIPMENT		3,131	100	100
248-000-801.00	Professional Services	27,564	16,398	1,000	1,000
248-000-803.00	Service Fee	13	3		
248-000-805.00	Administrative Costs	43,604	27,320	36,725	36,725
248-000-811.00	Taxes	2,409			
248-000-820.00	Contracted Services	26,964	222,383	50,000	27,000
	FOOTNOTE AMOUNTS:				23,000
	MAEDA				
	FOOTNOTE AMOUNTS:				4,000
	TREE PRUNING				
	GL # FOOTNOTE TOTAL:				27,000
248-000-820.02	Contracted Maint - Lawn	100			
248-000-850.00	Communications	720	720	720	720
248-000-901.00	Advertising		208		
248-000-961.00	COMMUNITY PROMOTIONS		25,950	50,000	65,000
	BLUES FEST ESTIMATE				
	FOOTNOTE AMOUNTS:				20,000

BUDGET REPORT FOR CITY OF MARSHALL

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 :E RECOMMENDED BUDGET
	FACADE PROGRAM 4 @ 5K				
248-000-970.00	Capital Outlay				10,000
	DDA VEHICLE REPLACEMENT				
248-000-990.00	Debt Service				59,000
	FOOTNOTE AMOUNTS:				59,000
	DEBT SERVICE PER KAREN FOR AZ				
248-000-995.00	Transfers to Other Funds	13,800			
Total - Function General Government		150,645	332,795	165,103	248,645
Function: Public Works					
248-717-941.00	MOTOR POOL VEHICLE RENTAL	54			
248-718-941.00	MOTOR POOL VEHICLE RENTAL	4,000	8,450	4,560	4,560
248-719-941.00	MOTOR POOL VEHICLE RENTAL	7,900	3,950	5,370	5,370
248-719-941.02	MOTOR POOL REPLACEMENT CHARGE			1,505	1,343
248-719-941.03	MOTOR POOL OPERATING CHARGE			2,111	2,233
Total - Function Public Works		11,954	12,400	13,546	13,506
TOTAL APPROPRIATIONS		162,599	345,195	178,649	262,151
NET OF REVENUES/APPROPRIATIONS - FUND 248		24,145	(70,833)	70,309	798
BEGINNING FUND BALANCE		180,238	204,384	133,551	
ENDING FUND BALANCE		204,383	133,551	203,860	

CITY OF Marshall MICHIGAN

ITEM 8.C

TO:	Downtown Development Authority/Local Development Finance Authority
FROM:	Derek N. Perry, City Manager William Dopp, Finance Director/ City Treasurer
DATE:	April 27, 2023
SUBJECT:	**Inter-Fund Loan for the Activation Zone**

In May of 2022, the DDA Board agreed to provide up to $500,000 to fund the gap that existed for the match funds required to apply for the RAP grant. The General Fund would loan the money to the DDA to cover initial costs of the project, and the DDA would pay back that loan over the next 10 years, starting in FY2023. Council approved these terms, and the submission of the RAP grant application in June of 2022.

The City has been awarded the grant, and the Activation Zone project is moving forward. The gap amount that the DDA is being asked to cover is $484,400. If we are successful in finding additional revenue sources, the number of years and/or amount committed could be reduced.

The City is advocating that the DDA use $50,000 of their FY23 funds in order to reduce the loan amount to $434,400. This would lower the length of the loan to 9 years, and would save the DDA approximately $20,000 over the course of the loan. It is requested that the DDA take formal action to borrow these funds at 3.66% interest payable by April 1, 2032.

The debt schedule is attached.

BUDGET IMPACT:
DDA will use $50,000 of their FY23 surplus, and borrow $434,400 at 3.66% from the General Fund. The Debt Schedule is set forth in the attached.

RECOMMENDATION:
It is recommended that the DDA Board authorize the borrowing of $434,400 from the General Fund, which would be paid back by April 1, 2032 at 3.66% interest, pending City Council approval.

Fiscal Year	Total Payment Amount	Principal Amount	Interest Amount	
2023	$ 50,000.00	$ 50,000.00		
2024	$57,522.06	$41,623.02	$15,899.04	$0.00
2025	$57,522.06	$43,146.42	$14,375.64	$0.00
2026	$57,522.06	$44,725.58	$12,796.48	$0.00
2027	$57,522.06	$46,362.54	$11,159.52	$0.00
2028	$57,522.06	$48,059.41	$9,462.65	$0.00
2029	$57,522.06	$49,818.38	$7,703.68	$0.00
2030	$57,522.06	$51,641.73	$5,880.33	$0.00
2031	$57,522.06	$53,531.82	$3,990.24	$0.00
2032	$57,522.06	$55,491.09	$2,030.97	$0.00

*$50,000 in FY23, Remaining $434,400 in following 9 years

**3.66% US Govt Bond Rate through March 2023

ITEM: 10.A
ADMINISTRATIVE REPORT

TO:	Honorable Mayor and City Council
FROM:	Derek N. Perry, City Manager William Dopp, Finance Director/ City Treasurer
DATE:	April 27, 2023
SUBJECT:	**Local Development Finance Authority FY 2024 Budget**

We are pleased to provide the LDFA's FY 2024 Proposed Budget for your review and consideration. With total revenues of $936,662, and expenditures totaling $989,637. This budget is in compliance with the City's Charter.

BUDGET IMPACT:
Once City Council adopts the budget document, it will establish budgetary amounts for the LDFA funds in the amounts set forth in the attached proposed budget.

RECOMMENDATION:
Staff recommend that the Board accepts the attached budget, and recommends the budget to the Council.

BUDGET REPORT FOR CITY OF MARSHALL

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 RECOMMENDED BUDGET
ESTIMATED REVENUES					
Function: General Government					
250-000-402.00	Current Property Taxes	450,647	609,583	621,474	703,662
250-000-404.00	Property Taxes - Prior Years		11,474		
250-000-573.00	LOCAL COMM STAB SHARE TAX	142,251	211,755	142,000	200,000
250-000-665.00	Interest	20,029	20,111	50	33,000
250-000-673.00	Sales of Fixed Assets		29,966		
250-000-679.00	MISCELLANEOUS REVENUE	39,440	24,008		
250-000-696.00	Bond Proceeds		6,445,000		
250-000-697.00	PREMIUMS ON BONDS		318,659		
Total - Function General Government		652,367	7,670,556	763,524	936,662
TOTAL ESTIMATED REVENUES		652,367	7,670,556	763,524	936,662
APPROPRIATIONS					
Function: General Government					
250-000-755.00	Miscellaneous Supplies	375	4,489		
250-000-801.00	Professional Services	264	251,041	5,000	5,000
250-000-803.00	Service Fee			500	500
250-000-805.00	Administrative Costs	150,537	150,537	160,537	160,537
250-000-811.00	Taxes	360		1,000	
250-000-820.00	Contracted Services	241,512	278,721	242,000	239,500
	MAEDA MOWING AND CIRCLE MAINTENANCE				
250-000-826.00	Bond Issuance Costs		148,191		
250-000-860.00	Transportation & Travel	93			
250-000-901.00	Advertising		208		
250-000-902.00	Marketing			1,500	1,500
250-000-922.00	Utilities-Elec, Water, Sewer	2,398	554	1,200	1,200
250-000-970.00	Capital Outlay		91,470	360,000	
250-000-970.35	BROOKS INDUSTRIAL PARK SUBSTATION		466,074	5,857,780	
250-000-990.00	Debt Service			335,000	335,000
250-000-994.00	Bond Interest Paid		56,215	150,000	246,400
Total - Function General Government		395,539	1,447,500	7,114,517	989,637
TOTAL APPROPRIATIONS		395,539	1,447,500	7,114,517	989,637
NET OF REVENUES/APPROPRIATIONS - FUND 250		256,828	6,223,056	(6,350,993)	(52,975)
BEGINNING FUND BALANCE		1,349,088	1,605,917	7,828,973	
ENDING FUND BALANCE		1,605,916	7,828,973	1,477,980	