

SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY AGENDA



Regular Meeting

April 14, 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) **CONSENT AGENDA** - Items can be added or deleted from the Agenda by board action.
 - 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.
- 6) **PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION**
- 7) **OLD BUSINESS**
- 8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
 - A. South Neighborhood Improvement Authority Proposed FY26 Budget
- 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.
- 10) **BOARD REPORTS**
- 11) **ADJOURNMENT**

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
Revenues						
Dept 000						
251-000-402.00	Current Property Taxes	56,050.00	58,370.36	0.00	(2,320.36)	104.14
251-000-404.00	Property Taxes - Prior Years	0.00	0.00	0.00	0.00	0.00
251-000-412.00	Delinquent Personal Prop Taxes	0.00	0.00	0.00	0.00	0.00
251-000-445.00	Penalties & Int. on Taxes	0.00	0.00	0.00	0.00	0.00
251-000-573.00	LOCAL COMM STAB SHARE TAX	0.00	0.00	0.00	0.00	0.00
251-000-665.00	Interest	2,000.00	1,361.70	0.00	638.30	68.09
251-000-678.00	PENALTIES INCOME	0.00	0.00	0.00	0.00	0.00
251-000-679.00	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
251-000-696.00	Bond Proceeds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		58,050.00	59,732.06	0.00	(1,682.06)	102.90
TOTAL REVENUES		58,050.00	59,732.06	0.00	(1,682.06)	102.90
Expenditures						
Dept 000						
251-000-702.00	Payroll	0.00	0.00	0.00	0.00	0.00
251-000-703.00	Part-time Salaries	0.00	0.00	0.00	0.00	0.00
251-000-704.00	Overtime Salaries	0.00	0.00	0.00	0.00	0.00
251-000-715.00	Social Security	0.00	0.00	0.00	0.00	0.00
251-000-801.00	Professional Services	0.00	0.00	0.00	0.00	0.00
251-000-805.00	Administrative Costs	500.00	500.00	0.00	0.00	100.00
251-000-820.00	Contracted Services	0.00	0.00	0.00	0.00	0.00
251-000-826.00	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
251-000-922.00	Utilities-Elec, Water, Sewer	0.00	0.00	0.00	0.00	0.00
251-000-941.00	MOTOR POOL VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00
251-000-955.00	COST ALLOCATION	3,267.00	2,450.25	0.00	816.75	75.00
251-000-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00
251-000-990.00	Debt Service	0.00	0.00	0.00	0.00	0.00
251-000-994.00	Bond Interest Paid	26,010.00	26,010.00	13,005.00	0.00	100.00
251-000-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		29,777.00	28,960.25	13,005.00	816.75	97.26
Dept 447 - Engineering						
251-447-702.00	Payroll	0.00	0.00	0.00	0.00	0.00
251-447-702.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-447-704.00	OVERTIME SALARIES	0.00	0.00	0.00	0.00	0.00
251-447-705.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-447-715.00	Social Security	0.00	0.00	0.00	0.00	0.00
251-447-716.00	Hospitalization	0.00	0.00	0.00	0.00	0.00
251-447-717.00	Life Insurance	0.00	0.00	0.00	0.00	0.00
251-447-740.00	Operating Supplies	0.00	0.00	0.00	0.00	0.00
251-447-755.00	Miscellaneous Supplies	0.00	0.00	0.00	0.00	0.00
251-447-801.00	Professional Services	0.00	0.00	0.00	0.00	0.00
251-447-805.00	Administrative Costs	0.00	0.00	0.00	0.00	0.00
251-447-820.00	Contracted Services	0.00	0.00	0.00	0.00	0.00
251-447-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 447 - Engineering		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/2025	AVAILABLE BALANCE	% BGD USED
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY						
Expenditures						
Dept 577 - Line Distribution						
251-577-702.00	PAYROLL - ELECTRIC	0.00	0.00	0.00	0.00	0.00
251-577-702.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-577-704.00	OVERTIME SALARIES - ELECTRIC	0.00	0.00	0.00	0.00	0.00
251-577-705.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-577-715.00	Social Security	0.00	0.00	0.00	0.00	0.00
251-577-716.00	Hospitalization	0.00	0.00	0.00	0.00	0.00
251-577-717.00	Life Insurance	0.00	0.00	0.00	0.00	0.00
251-577-740.00	Operating Supplies	0.00	0.00	0.00	0.00	0.00
251-577-755.00	Miscellaneous Supplies	0.00	0.00	0.00	0.00	0.00
251-577-801.00	Professional Services	0.00	0.00	0.00	0.00	0.00
251-577-805.00	Administrative Costs	0.00	0.00	0.00	0.00	0.00
251-577-820.00	Contracted Services	0.00	0.00	0.00	0.00	0.00
251-577-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 577 - Line Distribution		0.00	0.00	0.00	0.00	0.00
Dept 580 - FIBER TO THE PREMISE						
251-580-702.00	PAYROLL - FIBERNET	0.00	0.00	0.00	0.00	0.00
251-580-702.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-580-704.00	OVERTIME SALARIES - FIBERNET	0.00	0.00	0.00	0.00	0.00
251-580-705.01	Other Fringe Benefits-taxable	0.00	0.00	0.00	0.00	0.00
251-580-715.00	Social Security	0.00	0.00	0.00	0.00	0.00
251-580-716.00	Hospitalization	0.00	0.00	0.00	0.00	0.00
251-580-717.00	Life Insurance	0.00	0.00	0.00	0.00	0.00
251-580-740.00	Operating Supplies	0.00	0.00	0.00	0.00	0.00
251-580-755.00	MISCELLANEOUS SUPPLIES	0.00	0.00	0.00	0.00	0.00
251-580-801.00	Professional Services	0.00	0.00	0.00	0.00	0.00
251-580-805.00	Administrative Costs	0.00	0.00	0.00	0.00	0.00
251-580-820.00	Contracted Services	0.00	0.00	0.00	0.00	0.00
251-580-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 580 - FIBER TO THE PREMISE		0.00	0.00	0.00	0.00	0.00
Dept 900 - Capital Outlay Control						
251-900-702.00	Payroll	0.00	0.00	0.00	0.00	0.00
251-900-703.00	Part-time Salaries	0.00	0.00	0.00	0.00	0.00
251-900-704.00	Overtime Salaries	0.00	0.00	0.00	0.00	0.00
251-900-715.00	Social Security	0.00	0.00	0.00	0.00	0.00
251-900-801.00	Professional Services	0.00	0.00	0.00	0.00	0.00
251-900-820.00	Contracted Services	0.00	0.00	0.00	0.00	0.00
251-900-826.00	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00
251-900-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 900 - Capital Outlay Control		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		29,777.00	28,960.25	13,005.00	816.75	97.26
Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY:						
TOTAL REVENUES		58,050.00	59,732.06	0.00	(1,682.06)	102.90
TOTAL EXPENDITURES		29,777.00	28,960.25	13,005.00	816.75	97.26

REVENUE AND EXPENDITURE REPORT FOR CITY OF MARSHALL

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 251 -	SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY					
	NET OF REVENUES & EXPENDITURES	28,273.00	30,771.81	(13,005.00)	(2,498.81)	108.84

**REGULAR BOARD MEETING
MINUTES**

Monday, January 13, 2025 at 6:00 PM

Marshall City Hall; First Floor Training Room

1) CALL TO ORDER at 6:02 PM - By Vice Chairperson Lucy Hough.

2) ROLL CALL - Present: Lucy Hough, Sean Lefere, Michael Murphy, and Derek Perry. With a quorum of all South Marshall Neighborhood Improvement Authority (SNIA) Board Members in attendance, Ms. Hough commenced the meeting.

Ben Holben was slightly delayed, arrived in person shortly after roll call and was present for most agenda items. Absent Board Members: Matt Davis, Ryan Underhill.

Present also were City of Marshall Staff: Marcia Strange, Director of Community Development; Marguerite Davenport, Director of Public Services; and William Dopp, III Finance Director/Treasurer.

3) APPROVAL OF JANUARY 13, 2025 MEETING AGENDA - Moved by Derek Perry, and seconded by Michael Murphy; the Agenda was unanimously approved by Board Members in attendance.

4) APPROVAL OF AUGUST 12, 2024 MEETING MINUTES - Moved by Sean Lefere, and seconded by Derek Perry; these Minutes were unanimously approved by Board Members who were present.

5) PUBLIC COMMENT ON AGENDA ITEMS - None.

6) PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION - None.

7) OLD BUSINESS - None.

8) REPORTS AND RECOMMENDATIONS/NEW BUSINESS

A. Construction update - Sean Lefere discussed at length that over the past few weeks there has been a marked increase in Norfolk Homes' production of new structures, accompanied by similar increases in traffic from prospective buyers and actual sales of residential units in Phase 1 of the Emerald Hills development.

As the developer's Chief Operating Officer, Mr. Lefere anticipates that the entire Phase 1 construction schedule, as set forth in an amended Development Agreement between Norfolk Homes and the City of Marshall, will be completed within the next one to one and one-half years; and, in addition, that site plans for future phases of the project will reflect and accommodate continued growth in demand for duplexes and single family homes. Mr. Lefere's oral report was received and accepted by the Board Members in attendance at the meeting.

B. South Neighborhood Improvement Authority Annual Report - Finance Director and Treasurer, William Dopp III, presented the Annual Report for the year ending 6/30/2024, explaining to those present that Michigan law requires that the SNIA annually submit to the governing body (City Council) and the Michigan Tax Commission a report on the status of its tax increment financing activity. The Annual Report constitutes Attachment A to these Minutes.

Mr. Dopp noted that the report's Net of Revenues & Expenditures (calculated to be \$7,146) is virtually identical to the balance (\$7,145.93) included in the Revenue and Expenditure Report for the same period that was presented to and accepted by the SNIA on August 12, 2024. The Principal Total outstanding bonded indebtedness remains at \$765,000.

12/31/2024 Quarterly update - Also available to Board Members as part of the January 13, 2025 meeting packet was a two-page Revenue and Expenditure Report for the City of Marshall for the quarter ending 12/31/2024. It is included as Attachment B to these Minutes. Mr. Dopp observed that revenues from Current Property Taxes will increase, finding support under column description "2024 - 25 Amended Budget", which forecasts a total of \$56,050.

The SNIA Board accepts and shall appropriately place on file all such reports.

C. SNIA Officers Slate - Following discussion, Derek Perry moved that the following slate of South Marshall Neighborhood Improvement Authority Officers be sent to the Marshall City Mayor and Council for support and approval:

Chairperson - Lucy Hough
Vice Chairperson - Ben Holben
Board Secretary - Michael Murphy

In doing so, Mr. Perry was seconded by Ben Holben and had the unanimous support of all Board Members who were present.

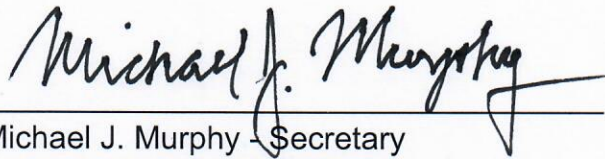
D. 2025 Meeting Schedule - Board Members unanimously agreed that the SNIA shall meet at the present location at 6:00 pm the second Monday of each and

every month throughout calendar year 2025; except that a meeting for any one month may be canceled for that one month alone upon the advance written official joint determination by the City of Marshall's Director of Community Development and the SNIA Chairperson that there is no New Business, no Old Business, and otherwise no compelling reason for the Board to meet that month. Said official determination, if any, shall be kept with SNIA official records. Each month Marshall's Director of Community Development shall prepare and timely distribute or make conveniently available to all Board Members a Notice of meeting, the Agenda and complete meeting packet.

9) PUBLIC COMMENTS ON NON-AGENDA ITEMS - None.

10) BOARD REPORTS - None.

11) ADJOURNMENT - Acting Chairperson Ms. Hough declared the agenda had been completed and adjourned the Board meeting at 6:42 PM.



Michael J. Murphy - Secretary

Date: January 13, 2025

City of Marshall
 South Neighborhood Improvement Authority
 Annual Report Year ending 6/30/2024

SNIA Regular
 Board Meeting
 01/13/2025

Revenue:	Tax Increment Revenue	\$ 42,313
	Interest	\$ 2,685
	State reimbursement for PPT loss (Forms 5176 and 4650)	\$ -
	Other income (grants, fees, donations, etc.)	\$ -
	Total	\$ 44,998

Tax Increment Revenues Received

From counties	\$ 10,442
From cities	\$ 26,936
From townships	\$ -
From villages	\$ -
From libraries	\$ -
From community colleges	\$ 4,935
From regional authorities - MARSHALL AMBULANCE	\$ -
From local school districts-operating	\$ -
From local school districts-debt	\$ -
From intermediate school districts	\$ -
From State Education Tax (SET)	\$ -
From state share of IFT and other specific taxes (school taxes)	\$ -
Total	\$ 42,313

Expenditures

Capital Outlay- Salaries, Construction	\$ -
Admin	\$ 500
Bond Issuance Costs	\$ -
Legal Services	\$ -
Contracted Services	\$ -
Professional Services	\$ 11,342
	\$ -
	\$ -
Debt Service - Principal	\$ -
Debt Service - Interest	\$ 26,010
Debt Service - Bond Agent	\$ -
	\$ -
Total	\$ 37,852

Total outstanding	Principal	\$ 765,000
bonded indebtedness	Interest	\$ 204,425
	Total	\$ 969,425

ATTACHMENT
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REVENUE AND EXPENDITURE REPORT FOR CITY OF MARSHALL
 Balances for quarter ending 12/31/2024

Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY

Account Description	2023-24		2024-25		2024-25		Available Balance	% Used
	YEAR-TO-DATE THRU 12/31/23		YEAR-TO-DATE THRU 12/31/24	Amended Budget	YEAR-TO-DATE THRU 12/31/24			

Revenues Department 000:

402.00	Current Property Taxes	42,312.73	56,050.00	0.00	56,050.00	0.00	56,050.00	0.00
404.00	Property Taxes - Prior Years	0.00	0.00	0.00	0.00	0.00	0.00	100.00
412.00	Delinquent Personal Prop Taxes	0.00	0.00	0.00	0.00	0.00	0.00	100.00
445.00	Penalties & Int. on Taxes	0.00	0.00	0.00	0.00	0.00	0.00	100.00
573.00	LOCAL COMM STAB SHARE TAX	0.00	0.00	0.00	0.00	0.00	0.00	100.00
665.00	Interest							

SNIA Board
01/13/2025
ATTACHMENT B

07/31/2024	GJ MAIN INTEREST ALLOCATION		728073	54.78	JE# 359614			
07/31/2024	GJ EFT INTEREST ALLOCATION		731894	214.85	JE# 359773			
08/31/2024	GJ MAIN INTEREST ALLOCATION		730715	52.96	JE# 359746			
08/31/2024	GJ EFT INTEREST ALLOCATION		731897	217.03	JE# 359774			
09/30/2024	GJ MAIN INTEREST ALLOCATION		732347	118.42	JE# 359815			
09/30/2024	GJ EFT INTEREST ALLOCATION		732374	198.51	JE# 359827			
10/31/2024	GJ MAIN INTEREST ALLOCATION		733835	180.96	JE# 359902			
11/30/2024	GJ MAIN INTEREST ALLOCATION		736416	98.56	JE# 359980			
665.00	Interest	1,306.76	2,000.00	1,136.07		863.93	56.80	
678.00	PENALTIES INCOME	0.00	0.00	0.00		0.00	100.00	
679.00	MISCELLANEOUS REVENUE	0.00	0.00	0.00		0.00	100.00	
696.00	Bond Proceeds	0.00	0.00	0.00		0.00	100.00	
Total - Dept 000		43,619.49	58,050.00	1,136.07		56,913.93	1.96	
Total Revenues		43,619.49	58,050.00	1,136.07		56,913.93	1.96	

Expenditures Department 000:									
702.00	Payroll	0.00	0.00	0.00		0.00	100.00		
703.00	Part-time Salaries	0.00	0.00	0.00		0.00	100.00		
704.00	Overtime Salaries	0.00	0.00	0.00		0.00	100.00		
715.00	Social Security	0.00	0.00	0.00		0.00	100.00		
801.00	Professional Services	8,379.00	0.00	0.00		0.00	100.00		
805.00	Administrative Costs								
07/01/2024	AP ACCT NO. 3584276301 BOND ADMIN FEES 2024		725207	500.00	Inv # : '63807' Vendor '500607'				
805.00	Administrative Costs	500.00	500.00	500.00		0.00	100.00		
820.00	Contracted Services	0.00	0.00	0.00		0.00	100.00		

REVENUE AND EXPENDITURE REPORT FOR CITY OF MARSHALL
 Balances for quarter ending 12/31/2024

Fund 251 - SOUTH NEIGHBORHOOD IMPROVEMENT AUTHORITY

Account	Description	2023-24		2024-25		2023-24		2024-25	
		YEAR-TO-DATE THRU 12/31/23	Amended Budget	YEAR-TO-DATE THRU 12/31/24	Amended Budget	YEAR-TO-DATE THRU 12/31/24	Amended Budget	Available Balance	% Used
Expenditures									
Department 000:									
826.00	Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00	0.00	100.00	
922.00	Utilities-Elec, Water, Sewer	0.00	0.00	0.00	0.00	0.00	0.00	100.00	
941.00	MOTOR POOL VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	100.00	
955.00	COST ALLOCATION								
07/03/2024	GJ COST ALLOCATION		727670	816.75	JE# 359595				
10/03/2024	GJ COST ALLOCATION		733223	816.75	JE# 359848				
10/03/2024	GJ TO REVERSE MANUAL JOURNAL ENTRY: 359848		733856	(816.75)	JE# 359907				
10/03/2024	GJ COST ALLOCATION		733857	816.75	JE# 359908				
955.00	COST ALLOCATION	1,481.50	3,267.00	1,633.50		1,633.50	50.00		
970.00	Capital Outlay	0.00	0.00	0.00		0.00	100.00		
990.00	Debt Service	0.00	0.00	0.00		0.00	100.00		
994.00	Bond Interest Paid								
09/25/2024	GJ HUNTINGTON BOND MARSHMT21B INTEREST		728356	13,005.00	JE# 359636				
994.00	Bond Interest Paid	13,005.00	26,010.00	13,005.00		13,005.00	50.00		
995.00	Transfers to Other Funds	0.00	0.00	0.00		0.00	100.00		
Total - Dept 000		23,365.50	29,777.00	15,138.50		14,638.50	50.84		
Total Expenditures		23,365.50	29,777.00	15,138.50		14,638.50	50.84		
NET OF REVENUES AND EXPENDITURES		20,253.99	28,273.00	(14,002.43)		42,275.43			

[REPORT_HEADER]



ITEM 8.A

TO: [AGENDA_OFFICIAL_BODY]
FROM: William Dopp, Finance Director/ City Treasurer
DATE: April 14, 2025
SUBJECT: South Neighborhood Improvement Authority Proposed FY26 Budget

RECOMMENDATION:

BUDGET REPORT FOR CITY OF MARSHALL

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ACTIVITY	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	2025-26 RECOMMENDED BUDGET
ESTIMATED REVENUES						
Dept 000						
251-000-402.00	Current Property Taxes	23,227	42,313	56,050	56,050	65,827
251-000-665.00	Interest	1,484	2,685	2,000	2,000	1,000
Totals for dept 000 -		24,711	44,998	58,050	58,050	66,827
TOTAL ESTIMATED REVENUES		24,711	44,998	58,050	58,050	66,827
APPROPRIATIONS						
Dept 000						
251-000-801.00	Professional Services	14,497	8,379			
251-000-805.00	Administrative Costs	500	500	500	500	500
251-000-955.00	COST ALLOCATION	2,963	2,963	3,267	3,267	130
251-000-990.00	Debt Service					50,000
251-000-994.00	Bond Interest Paid	26,010	26,010	26,010	26,010	25,160
Totals for dept 000 -		43,970	37,852	29,777	29,777	75,790
TOTAL APPROPRIATIONS		43,970	37,852	29,777	29,777	75,790
NET OF REVENUES/APPROPRIATIONS - FUND 251		(19,259)	7,146	28,273	28,273	(8,963)
BEGINNING FUND BALANCE		49,542	30,283	37,429	37,429	37,429
ENDING FUND BALANCE		30,283	37,429	65,702	65,702	28,466