

NORTHEAST NEIGHBORHOOD IMPROVEMENT AUTHORITY AGENDA



Regular and Semi-Annual Informational Meeting

June 17, 2025 at 4:00 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**
 - A. **Minutes**
Regular Session - April 15, 2025
 - B. **Financial Report**
- 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** Annual Informational Meeting
- 7) **OLD BUSINESS**
- 8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS** Construction Update
 - A. Construction Update
- 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**

NORTHEAST NEIGHBORHOOD IMPROVEMENT AUTHORITY MINUTES

April 15, 2025

Regular Meeting - 4:00 PM

1) **CALL TO ORDER**

IN A REGULAR SESSION held on Tuesday, April 15, 2025 at 4:00 PM in the Training Room of City Hall, 323 West Michigan Ave, Marshall, MI 49068, the Marshall Northeast Neighborhood Improvement Authority was called to order by Chair Trout-Edwards.

2) **ROLL CALL**

Roll was called:

Present: Chair Krista Trout-Edwards, Kate Ambrose, Greg Begg, David DeGraw, and Derek Perry

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

Absent: Matt Davis and Ryan Underhill

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

Moved by David DeGraw, supported by Greg Begg to approve the agenda as presented. On a voice vote: **Motion carried.**

4) **CONSENT AGENDA**

Moved by David DeGraw, supported by Kate Ambrose to approve the consent agenda as presented. On a voice vote: **Motion carried.**

A. Approve March 18, 2025, Northeast Neighborhood Improvement Authority Meeting Minutes

B. NE NIA FINANCIAL- MARCH 2025

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. Northeast Neighborhood Improvement Authority Proposed FY26 Budget

Moved by Greg Begg, supported by Kate Ambrose to accept the proposed FY2026 budget and recommend approval to city council. On a voice vote: **Motion carried.**

B. CONSTRUCTION UPDATE

Director Davenport gave an update on projects under the NE NIA purview, including the Forest St expansion project, the valley view project and the new sidewalk installations. She mentioned that open houses are being planned for the neighborhoods affected by the projects.

- 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 4:16 pm.

Respectfully submitted by,

Michelle Eubank
City Clerk

PERIOD ENDING 05/31/2025

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

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 05/31/2025	ACTIVITY FOR MONTH 05/31/2025	% BDGT USED	AVAILABLE BALANCE
Fund 247 - NORTHEAST NEIGHBORHOOD IMPROVEMENT AUTH						
Revenues						
Dept 000						
247-000-402.00	Current Property Taxes	122,525.00	137,524.43	0.00	112.24	(14,999.43)
247-000-573.00	LOCAL COMM STAB SHARE TAX	0.00	0.00	0.00	0.00	0.00
247-000-665.00	Interest	1,000.00	67,563.03	0.00	6,756.30	(66,563.03)
247-000-679.00	MISCELLANEOUS REVENUE	0.00	50,700.00	0.00	100.00	(50,700.00)
247-000-696.00	Bond Proceeds	2,300,000.00	2,495,000.00	0.00	108.48	(195,000.00)
247-000-697.00	PREMIUMS ON BONDS	0.00	259,689.65	0.00	100.00	(259,689.65)
Total Dept 000		2,423,525.00	3,010,477.11	0.00	124.22	(586,952.11)
TOTAL REVENUES		2,423,525.00	3,010,477.11	0.00	124.22	(586,952.11)
Expenditures						
Dept 000						
247-000-801.00	Professional Services	65,950.00	43,375.00	0.00	65.77	22,575.00
247-000-803.00	Service Fee	0.00	0.00	0.00	0.00	0.00
247-000-805.00	Administrative Costs	0.00	588.00	0.00	100.00	(588.00)
247-000-810.00	Dues & Memberships	0.00	0.00	0.00	0.00	0.00
247-000-811.00	Taxes	0.00	0.00	0.00	0.00	0.00
247-000-820.00	Contracted Services	200,000.00	167.80	0.00	0.08	199,832.20
247-000-826.00	Bond Issuance Costs	0.00	93,461.59	0.00	100.00	(93,461.59)
247-000-902.00	Marketing	0.00	156.00	0.00	100.00	(156.00)
247-000-922.00	Utilities-Elec, Water, Sewer	0.00	0.00	0.00	0.00	0.00
247-000-941.01	TECHNOLOGY INTERNAL SERVICE CHARGE	0.00	0.00	0.00	0.00	0.00
247-000-955.00	COST ALLOCATION	140.00	140.00	0.00	100.00	0.00
247-000-970.00	Capital Outlay	2,100,000.00	469,776.21	0.00	22.37	1,630,223.79
247-000-972.00	SHARE OF CAPITAL PURCHASED BY OTHER FUND	0.00	0.00	0.00	0.00	0.00
247-000-990.00	Debt Service	0.00	0.00	0.00	0.00	0.00
247-000-994.00	Bond Interest Paid	0.00	57,081.10	0.00	100.00	(57,081.10)
247-000-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,366,090.00	664,745.70	0.00	28.09	1,701,344.30
TOTAL EXPENDITURES		2,366,090.00	664,745.70	0.00	28.09	1,701,344.30
Fund 247 - NORTHEAST NEIGHBORHOOD IMPROVEMENT AUTH:						
TOTAL REVENUES		2,423,525.00	3,010,477.11	0.00	124.22	(586,952.11)
TOTAL EXPENDITURES		2,366,090.00	664,745.70	0.00	28.09	1,701,344.30
NET OF REVENUES & EXPENDITURES		57,435.00	2,345,731.41	0.00	4,084.15	(2,288,296.41)



ITEM 8.A

TO: [AGENDA_OFFICIAL_BODY]
FROM: Marcia Strange, Director of Community Development
Marguerite Davenport, Director of Public Services

DATE: June 17, 2025
SUBJECT: Construction Update

Meetings with both the Forrest Street and Valley View Neighborhoods were held on May 20th to discuss conditions of construction, including stormwater strategies.

Differences between Forrest Street, a previously platted development, and Valley View which is a new development with a comprehensive grading plan. Forrest Street private stormwater structures, and Valley View stormwater collection. Forrest Street structures continue to be monitored but staff has found that they are working.

In preparation for construction at Valley View, the City is getting some additional existing grading points at the perimeter of the site and will be reviewing site disturbance in Valley View to confirm that houses are not elevated from anticipated grading level. After construction is complete the contractor will be responsible for re-grading as required to match anticipated slopes.

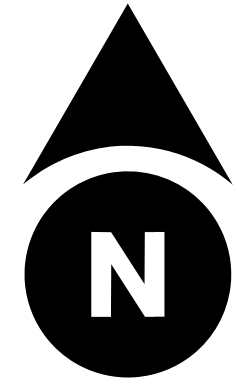
RECOMMENDATION:



Forest Street Construction





Neighborhood Meeting
May 28, 2025

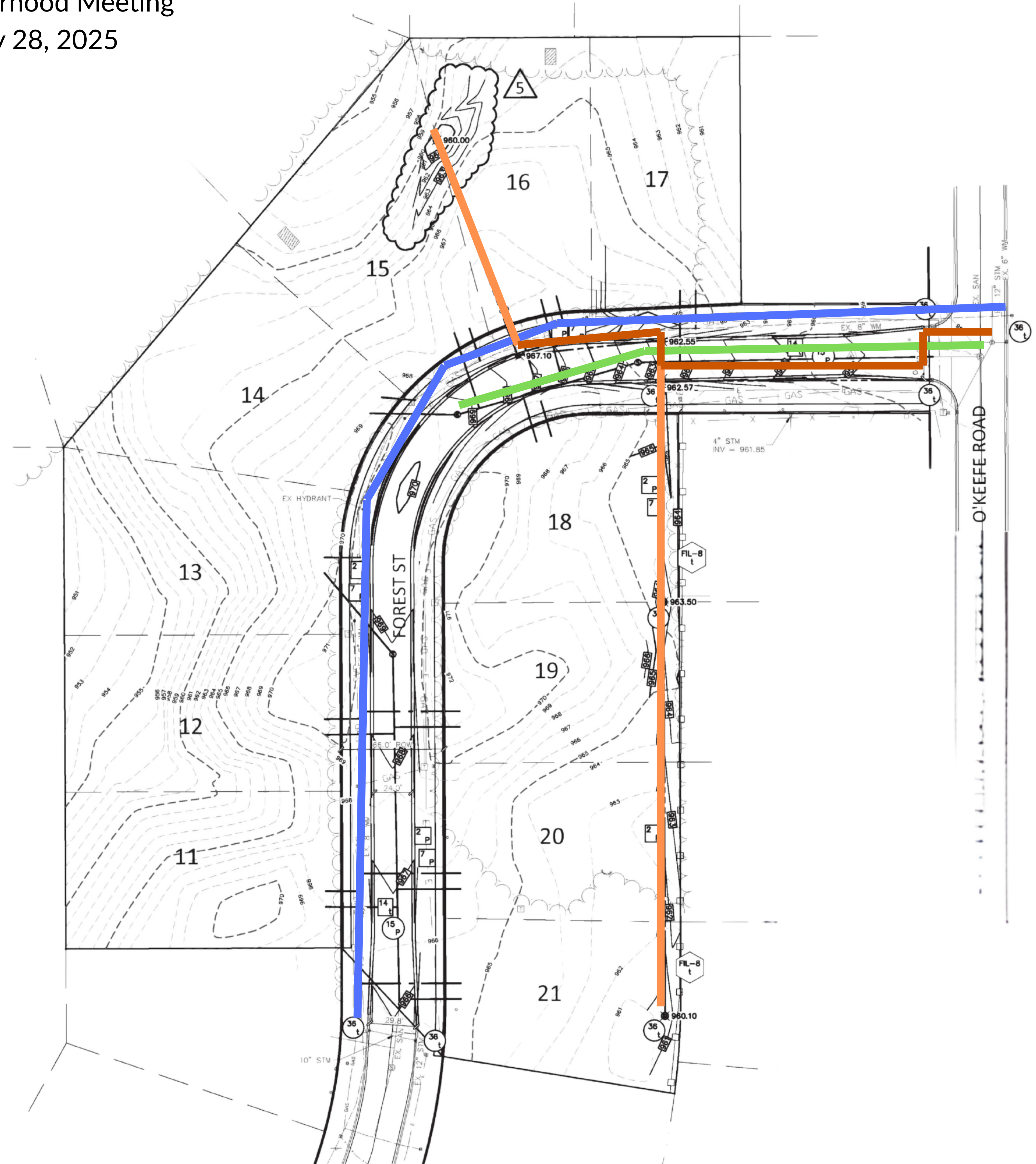
Constructed Infrastructure



Sidewalk Installations and Road Improvements



- NIA Funded Sidewalk 
- Road Rehabilitation 
- Existing and Developer Funded Sidewalk 
- New Road Constructed 



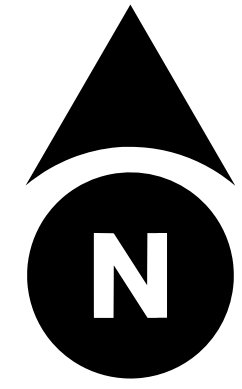


Valley View Construction

Neighborhood Meeting

May 28, 2025

Sidewalk Installations and Road Improvements



- NIA Funded Sidewalk ———
- Developer Funded Sidewalk ———
- New Road (Valley View Ct) ———
- Valley View Phase II ———

Utility Plan

