

**City of Garden City
DOWNTOWN DEVELOPMENT AUTHORITY
Board of Trustees**



REGULAR MEETING AGENDA August 15, 2023

*This notice shall serve as your formal and official notification of the **REGULAR DDA MEETING** to be held on **Tuesday August 15, 2023, AT 6:00 PM**, in the Council Chambers of the Municipal Civic Center, 6000 Middlebelt Road, Garden City, Michigan 48135; (734) 261-2830.*

Regular Garden City DDA Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Agenda**
- 5. Presentations**
- 6. Community Events**
 - a. September 16 Lucky Squirrel Vendor Show**
- 7. Public Comments – Agenda Items only**
- 8. Items for Consideration**
 - a. Consent Agenda**
 - i. Approve regular DDA Minutes of July 18, 2023.
 - ii. Acceptance of Accounts Payable as listed: to date August 15, 2023
 - iii. Acceptance of Finance Report as listed: June 2023
 - b. Actions Items**
- 9. Other Business**
- 10. Public Comments – General (non-agenda items only)**
- 11. Director Report**
- 12. Trustee Board Comments**
- 13. Closed Session**
- 14. Adjournment**

**Respectfully submitted,
John Prosch
Director DDA**

ADA Accommodation. The City of Garden City will provide necessary auxiliary aids and services (such as signers and audio tapes) to individuals with disabilities attending meetings or hearings. Two weeks' notice is required. For assistance, please contact the Administration office at (734) 793-1660.



**CITY OF GARDEN CITY
MICHIGAN**

FINANCIAL REPORT

MONTH ENDING JUNE 2023

7/20/23

PERIOD ENDING 6/30/23
 % Fiscal Year Completed: 100.00

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

| GL NUMBER | DESCRIPTION | ORIGINAL | AMEND | CURRENT | YTD BALANCE | AVAILABLE | % BDGT |
|---|----------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|------------------|
| | | BUDGET | BUDGET | MONTH | | | |
| | | 2022-2023 | 2022-2023 | 6/30/2023 | 6/30/2023 | BALANCE | USED |
| Fund 729 - DOWNTOWN DEVELOPMENT AUTH | | | | | | | |
| Revenues | | | | | | | |
| Dept 587 - GRANTS FROM LOCAL UNITS | | | | | | | |
| 729-587-595.001 | LOCAL COMMUNITY STABILIZATION / | 35,000 | 35,000 | - | 25,019 | 9,981 | 71.48 |
| Total Dept 587 - GRANTS FROM LOCAL UNITS | | 35,000 | 35,000 | - | 25,019 | 9,981 | 71.48 |
| Dept 660 - MISC. REVENUES | | | | | | | |
| 729-660-664.000 | INTEREST | 100 | 100 | 1,862 | 15,957 | (15,857) | 15,957.30 |
| Total Dept 660 - MISC. REVENUES | | 100 | 100 | 1,862 | 15,957 | (15,857) | 15,957.30 |
| Dept 729 - DOWNTOWN DEVELOPMENT AUTH | | | | | | | |
| 729-729-161.006 | REVENUE-S.A.C REPAYMENTS | 12,000 | 12,000 | - | 5,000 | 7,000 | 41.67 |
| 729-729-161.090 | SPECIAL ASSESSMENT REVENUE - PEM | 800 | 800 | - | - | 800 | 0.00 |
| 729-729-191.000 | REVENUE - PROPERTY TAX | 462,900 | 462,900 | - | 491,623 | (28,723) | 106.20 |
| 729-729-695.000 | MISCELLANEOUS REVENUE | 30,000 | 30,000 | - | 27,625 | 2,375 | 92.08 |
| Total Dept 729 - DOWNTOWN DEVELOPMENT AUTH | | 505,700 | 505,700 | - | 524,248 | (18,548) | 103.67 |
| TOTAL REVENUES | | 540,800 | 540,800 | 1,862 | 565,224 | (24,424) | 104.52 |
| Expenditures | | | | | | | |
| Dept 729 - DOWNTOWN DEVELOPMENT AUTH | | | | | | | |
| 729-729-702.000 | SALARIES & WAGES | 83,779 | 83,779 | 2,063 | 34,767 | 49,012 | 41.50 |
| 729-729-715.000 | SOCIAL SECURITY | 6,869 | 6,869 | 158 | 2,852 | 4,017 | 41.52 |
| 729-729-717.000 | LIFE INSURANCE | 1,648 | 1,648 | 39 | 583 | 1,065 | 35.35 |
| 729-729-718.300 | RETIREMENT- DDA 457B | 5,061 | 5,061 | - | 2,515 | 2,546 | 49.70 |
| 729-729-721.000 | WORKERS COMPENSATION | 997 | 997 | 25 | 414 | 583 | 41.50 |
| 729-729-722.000 | UNEMPLOYMENT COMPENSATION | 29 | 29 | - | 2 | 27 | 6.86 |
| 729-729-726.100 | OFFICE SUPPLIES | 3,000 | 3,000 | 200 | 529 | 2,471 | 17.64 |
| 729-729-726.200 | POSTAGE | 100 | 100 | - | 211 | (111) | 210.90 |
| 729-729-775.100 | EQUIPMENT MAINTENANCE | 2,500 | 2,500 | 537 | 2,104 | 396 | 84.16 |
| 729-729-775.200 | BUILDING MAINT/REPAIRS | 1,000 | 1,000 | - | - | 1,000 | 0.00 |
| 729-729-775.250 | STREETSCAPE REPAIRS | 31,617 | 31,617 | 722 | 28,844 | 2,773 | 91.23 |
| 729-729-801.300 | LEGAL SERVICES | 7,000 | 7,000 | 2,248 | 3,168 | 3,832 | 45.25 |
| 729-729-801.400 | CONTRACTUAL-PROFESSIONAL | 15,000 | 15,000 | - | 41,158 | (26,158) | 274.39 |
| 729-729-813.000 | ADMINISTRATION FEE-ODA | 12,000 | 12,000 | 1,000 | 12,000 | - | 100.00 |
| 729-729-850.100 | TELEPHONE | 2,000 | 2,000 | 142 | 1,541 | 459 | 77.03 |
| 729-729-860.100 | MEETINGS/CONF/WORKSHOPS | 3,000 | 3,000 | - | 22 | 2,978 | 0.73 |
| 729-729-860.200 | TRANSPORTATION | 1,500 | 1,500 | - | 1,241 | 259 | 82.73 |
| 729-729-900.000 | PRINTING & PUBLISHING | 250 | 250 | - | 203 | 47 | 81.15 |
| 729-729-910.000 | INSURANCE | 12,000 | 12,000 | 1,000 | 12,000 | - | 100.00 |
| 729-729-920.150 | STREETSCAPE UTILITIES | 23,000 | 23,000 | 540 | 7,504 | 15,496 | 32.63 |
| 729-729-933.000 | MAINTENANCE/ODA IMPROVE | 95,000 | 95,000 | 7,233 | 99,940 | (4,940) | 105.20 |
| 729-729-940.200 | RENT | 10,800 | 10,800 | - | 10,800 | - | 100.00 |
| 729-729-956.000 | MISCELLANEOUS | 250 | 250 | - | 125 | 125 | 49.97 |
| 729-729-958.000 | MEMBERSHIP & DUES | 1,400 | 1,400 | - | 950 | 450 | 67.86 |
| 729-729-963.000 | PUBLICITY PROMOTION | 50,000 | 50,000 | 1,239 | 50,277 | (277) | 100.55 |
| 729-729-977.100 | CAP OUTLAY OFFICE EQUIP & SOFTW | 1,000 | 1,000 | - | - | 1,000 | 0.00 |
| 729-729-987.000 | FACADE IMPROVEMENTS | 40,000 | 40,000 | - | 1,000 | 39,000 | 2.50 |
| 729-729-987.100 | PARKING IMPROVEMENTS | 20,000 | 20,000 | - | - | 20,000 | 0.00 |
| 729-729-987.200 | NEW DEVELOPMENT PROJECTS | 100,000 | 100,000 | - | 400,000 | (300,000) | 400.00 |
| 729-729-987.300 | ARCHITECTURAL ASSISTANCE | 10,000 | 10,000 | - | - | 10,000 | 0.00 |
| Total Dept 729 - DOWNTOWN DEVELOPMENT AUTH | | 540,800 | 540,800 | 17,143 | 714,749 | (173,949) | 132.17 |
| TOTAL EXPENDITURES | | 540,800 | 540,800 | 17,143 | 714,749 | (173,949) | 132.17 |
| Fund 729 - DOWNTOWN DEVELOPMENT AUTH: | | | | | | | |
| TOTAL REVENUES | | 540,800 | 540,800 | 1,862 | 565,224 | (24,424) | 104.52 |
| TOTAL EXPENDITURES | | 540,800 | 540,800 | 17,143 | 714,749 | (173,949) | 132.17 |
| NET OF REVENUES & EXPENDITURES | | - | - | (15,280) | (149,525) | 149,525 | 100.00 |
| TOTAL REVENUES - ALL FUNDS | | | | | | | |
| | | 44,291,800 | 44,291,800 | 3,471,892 | 40,595,411 | 3,696,389 | 91.65 |
| TOTAL EXPENDITURES - ALL FUNDS | | | | | | | |
| | | 45,889,900 | 45,889,900 | 4,532,961 | 42,939,155 | 2,950,745 | 93.57 |
| NET OF REVENUES & EXPENDITURES | | (1,598,100) | (1,598,100) | (1,061,068) | (2,343,744) | 745,644 | 146.66 |