

MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY
LOCAL DEVELOPMENT FINANCE AUTHORITY
MARSHALL ECONOMIC DEVELOPMENT CORPORATION
BROWNFIELD REDEVELOPMENT AUTHORITY

AGENDA

**Thursday, November 17, 2022 at 4:00 p.m.
City Hall Training Room**

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **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.
- 4) **PRESENTATIONS**

5) **CONSENT AGENDA**

A. **Board Minutes**

Regular Meeting Thursday, October 27, 2022

B. **Financials**

DDA Revenue/Expense Report..... Period ending October 31, 2022

LDFA Revenue/Expense Report..... Period ending October 31, 2022

6) **MAEDA UPDATE**

MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY

7) **NEW BUSINESS**

A. **Downtown Overnight Parking**

8) **OLD BUSINESS**

LOCAL DEVELOPMENT FINANCE AUTHORITY

9) **NEW BUSINESS**

10) **OLD BUSINESS**

11) **BOARD COMMUNICATIONS**

12) **ADJOURNMENT**

CALL TO ORDER

IN REGULAR SESSION Thursday, October 27, 2022 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, J.P. Walters, and Catherine Yates.

Absent: Becky Jones, Richard Lindsey, and Tommy Miller.

PUBLIC COMMENT

None.

PRESENTATIONS

The board head a presentation on the Marshall Energy Center from Willard Ladd of Development Partners. Discussion was had on the future of the project and the board consensus was to continue the discussions on extending the option or creating a new option in committee.

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, September 22, 2022;
- B. Approve DDA and LDFA Revenue/Expenditure Reports for the month ending September 30, 2022.

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

MAEDA UPDATE

Jim Durian provided an update on MAEDA Activities.

MARSHALL DOWNTOWN DEVELOPMENT AUTHORITY

A. Downtown Clock Repair

Derek Perry provided background on a potential Downtown Clock repair project. Board consensus was to provide funds for the needed repairs.

B. 2023 Blues Fest

Jason LaForge gave an update on preparations for Blues Fest 2023. Board consensus was to move forward with the needed changes.

LOCAL DEVELOPMENT FINANCE AUTHORITY

A. Brooks Substation Construction Update

Kevin Maynard, City of Marshall Electric Director, provided an update on the Brooks Substation project.

ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

Michelle Eubank, City Clerk

User: meubank

PERIOD ENDING 10/31/2022

DB: Marshall

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 10/31/2022	ACTIVITY FOR MONTH 10/31/2022	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 000					
248-000-402.00	Current Property Taxes	169,908.00	155,223.87	0.00	91.36
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	0.00	0.00	0.00
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	36,931.25	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	384.39	0.00	100.00
248-000-665.03	UNREALIZED GAIN/LOSS ON INVESTMENTS	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	192,598.45	36,931.25	77.36
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	192,598.45	36,931.25	77.36
Expenditures					
Dept 000					
248-000-702.00	Payroll	0.00	230.30	75.75	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	315.88	12.63	10.53
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	167.37	12.63	20.92
248-000-702.43	Payroll - Sidewalk Snow Removal	1,000.00	0.00	0.00	0.00
248-000-702.44	Payroll - Flowers	1,400.00	217.09	132.56	15.51
248-000-703.00	Part-time Salaries	13,000.00	5,170.51	735.38	39.77
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	0.00	0.00	0.00
248-000-703.43	PART-TIME - SIDEWALK SNOW REMOVAL	0.00	0.00	0.00	0.00
248-000-703.44	PART-TIME - FLOWERS	0.00	0.00	0.00	0.00
248-000-704.00	Overtime Salaries	0.00	0.00	0.00	0.00
248-000-704.40	Overtime - Rubbish/Garbage	0.00	242.18	0.00	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	0.00	0.00	0.00
248-000-704.43	Overtime - Sidewalk Snow Removal	0.00	0.00	0.00	0.00
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	481.05	73.25	48.35
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	2,441.48	0.00	97.66
248-000-755.01	MISC SUPPLIES - DOWNTOWN PLANTERS	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	0.00	0.00	0.00
248-000-801.00	Professional Services	1,000.00	863.00	25.00	86.30
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	2,250.68	562.67	6.13
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	11,500.00	5,750.00	23.00
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	240.00	0.00	33.33
248-000-860.00	Transportation & Travel	0.00	0.00	0.00	0.00
248-000-901.00	Advertising	0.00	0.00	0.00	0.00
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

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	% BDGT
		AMENDED BUDGET	10/31/2022	MONTH 10/31/2022	USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Expenditures					
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	10,867.33	0.00	21.73
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	35,189.37	7,379.87	21.31
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	501.68	125.42	33.33
248-719-941.03	MOTOR POOL OPERATING CHARGE	2,111.00	911.68	383.92	43.19
Total Dept 719 - DDA Sidewalk		8,986.00	1,413.36	509.34	15.73
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	0.00	0.00	0.00
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 CHARGE	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	0.00	0.00	0.00
TOTAL EXPENDITURES		178,649.00	36,615.07	7,889.21	20.50
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		248,958.00	192,598.45	36,931.25	77.36
TOTAL EXPENDITURES		178,649.00	36,615.07	7,889.21	20.50
NET OF REVENUES & EXPENDITURES		70,309.00	155,983.38	29,042.04	221.85
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Revenues					

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 10/31/2022	ACTIVITY FOR MONTH 10/31/2022	% BDGT USED
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Revenues					
Dept 000					
250-000-402.00	Current Property Taxes	621,474.00	561,155.03	0.00	90.29
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	207,026.09	145.79
250-000-665.00	Interest	50.00	3,455.20	0.00	6,910.40
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	771,636.32	207,026.09	101.06
TOTAL REVENUES		763,524.00	771,636.32	207,026.09	101.06
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	30,967.04	6,535.03	619.34
250-000-803.00	Service Fee	500.00	500.00	0.00	100.00
250-000-805.00	Administrative Costs	160,537.00	53,333.32	13,333.33	33.22
250-000-810.00	Dues & Memberships	0.00	0.00	0.00	0.00
250-000-811.00	Taxes	1,000.00	0.00	0.00	0.00
250-000-820.00	Contracted Services	242,000.00	119,850.00	58,750.00	49.52
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 CHARGE	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 SUBSTATION	0.00	1,732,401.38	3,206.68	100.00
250-000-972.00	SHARE OF CAPITAL PURCHASED BY OTHER FUND	0.00	0.00	0.00	0.00
250-000-990.00	Debt Service	335,000.00	0.00	0.00	0.00
250-000-994.00	Bond Interest Paid	150,000.00	95,958.88	0.00	63.97
250-000-995.00	Transfers to Other Funds	0.00	0.00	0.00	0.00
Total Dept 000		1,256,737.00	2,047,883.77	81,825.04	162.95
TOTAL EXPENDITURES		1,256,737.00	2,047,883.77	81,825.04	162.95
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND:					
TOTAL REVENUES		763,524.00	771,636.32	207,026.09	101.06
TOTAL EXPENDITURES		1,256,737.00	2,047,883.77	81,825.04	162.95
NET OF REVENUES & EXPENDITURES		(493,213.00)	(1,276,247.45)	125,201.05	258.76
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		1,012,482.00	964,234.77	243,957.34	95.23
TOTAL EXPENDITURES - ALL FUNDS		1,435,386.00	2,084,498.84	89,714.25	145.22
NET OF REVENUES & EXPENDITURES		(422,904.00)	(1,120,264.07)	154,243.09	264.90