

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

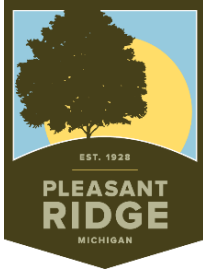
Downtown Development Authority Meeting
Monday, May 2, 2022

Members of the DDA, and Residents: This shall serve as your official notification of the Regular Meeting of the Downtown Development Authority to be held Monday, May 2, 2022 immediately following the Regular Planning Commission Meeting. The meeting will be held in the City Commission Chambers, Pleasant Ridge City Hall, 23925 Woodward Avenue, Pleasant Ridge, MI 48069. The following items are on the agenda for your consideration:

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

1. Meeting Called to Order
2. Roll Call
3. Minutes:
 - a. Regular Downtown Development Authority Meeting held Monday, October 25, 2021
4. **PUBLIC DISCUSSION** – Items not on the agenda
5. FY23 Budget Recommendation
6. Woodward Streetscape Update
7. City Manager’s Report
8. Other Business
9. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations. If you have any ADA questions, please call the Clerk's Office (248) 541-2901.



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**Downtown Development Authority Meeting
October 25, 2021**

Having been duly publicized, Chairman Wilkinson called the meeting to order at 7:10pm.

Present: Commissioners Corrigan, Vemula, Matyas, Bellak, Stiffman, Wilkinson.
Also Present: City Manager Breuckman, City Commission liaison Perry.
Absent: Commissioner McCoy.

Minutes

DDA-2021-1547

Motion by Commissioner Vemula, second by Commissioner Corrigan, that the minutes of Regular Downtown Development Authority meeting held Monday, July 26, 2021, be approved.

Adopted: Yeas: Commissioners Vemula, Corrigan, Bellak, Matyas, Stiffman, Wilkinson.
Nays: None.

City Manager's Report

Updates regarding Woodward Streetscape and Woodward Cycle track projects.

With no further business or discussion, Chairman Wilkinson adjourned the meeting at 7:19pm.

Pat Corrigan, Secretary



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: Downtown Development Authority
Date: April 26, 2022
Re: FY23 DDA Budget Review

Overview

Attached is the proposed FY23 DDA budget. Fund 260 is part of the overall City budget which will be forwarded to the City Commission at their May 10 meeting. The DDA has responsibility for approving its budget in advance of the City Commission taking up the budget for approval.

Background

The proposed DDA budget reflects the fact that the Woodward streetscape project has been moved back once again and will now occur in FY23. This is the primary DDA expense for coming years. The proposed FY23 budget contains \$35,000 for contractual services for design and construction management work for the streetscape project, and \$250,000 transfer out to Fund 218 (infrastructure) towards the City's construction match for the project.

Fund 218, the City's infrastructure fund, will also be fronting up to \$750,000 towards construction of the streetscape, which is an interest-free loan. The DDA fund will repay this loan from Fund 218 over future budget years. A \$75,000 reimbursement from the DDA fund 260 to Infrastructure Fund 218 is proposed for FY24 and FY25. This reimbursement is proposed to continue until Fund 218 is paid back for its up-front expense. The \$75,000 figure is for planning purposes, and the amount of reimbursement in future years can be adjusted based on actual revenues and expenses. The total amount of the reimbursement will depend on the final construction cost for the project once bids are received.

MDOT has our project scheduled for a June letting, so we will know more about the bid prices for the project soon.

Requested Action

DDA consideration of adoption of the attached FY23 budget.

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 03/30/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 218 - INFRASTRUCTURE IMPROVEMENTS							
ESTIMATED REVENUES							
218-000-406.000	Infrastructure Taxes	429,833	440,000	421,810	456,486	471,550	487,112
218-000-406.500	Parks Improvement Taxes	0	0	0	0	0	0
218-000-532.000	Local Grants	0	0	0	0	0	0
218-000-569.000	State Grants	9,293	0	6,706	0	0	0
218-000-573.000	Local Community Stabilization	2,144	2,000	1,770	2,000	2,000	2,000
218-000-665.000	Interest & Dividend Income	7,361	5,000	1,772	5,000	5,000	5,000
218-000-675.000	Contributions & Donations	0	0	0	0	0	0
218-000-679.000	Refunds & Rebates	2,398	0	0	0	0	0
218-000-698.000	Bond/Note Issuance @ Face Value	0	0	0	0	0	0
218-000-699.101	Transfers In - General Fund	0	0	0	0	0	0
218-000-699.203	Transfers In - Local Roads	0	0	0	0	0	0
218-000-699.259	Transfers In - SCAF	0	0	0	0	0	0
218-000-699.260	Transfers In - DDA	0	0	0	250,000	75,000	75,000
TOTAL REVENUES		451,029	447,000	432,058	713,486	553,550	569,112
APPROPRIATIONS							
Department 905 - Long-Term Debt Retirement							
218-905-816.000	Paying Agent Fees	500	1,000	500	1,000	1,000	1,000
218-905-816.001	Bond Issuance Costs	0	0	0	0	0	0
218-905-991.044	Principal: 2017 Street Bonds	160,000	170,000	170,000	175,000	185,000	190,000
218-905-995.044	Interest: 2017 Street Bonds	78,450	73,500	73,500	68,325	62,925	57,300
<i>Totals for department 910 - Long-Term Debt Retirement</i>		<i>238,950</i>	<i>244,500</i>	<i>244,000</i>	<i>244,325</i>	<i>248,925</i>	<i>248,300</i>
Department 910 - Capital Outlay							
218-910-970.003	Capital Outlay - Facilities	0	24,000	23,865	0	0	0
218-910-970.446	Capital Outlay - Streets & Alleys	31,221	100,000	0	750,000	150,000	150,000
218-910-970.750	Capital Outlay - Recreation	92,590	0	0	0	0	0
<i>Totals for department 910 - Capital Outlay</i>		<i>123,811</i>	<i>124,000</i>	<i>23,865</i>	<i>750,000</i>	<i>150,000</i>	<i>150,000</i>
Department 920 - Service Charges							
218-920-890.000	Service Charges	1,014	0	955	1,000	1,000	1,000
<i>Totals for department 910 - Capital Outlay</i>		<i>1,014</i>	<i>0</i>	<i>955</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>
Department 966 - Transfers Out							
218-966-999.259	Transfers Out - SCAF-RF	0	0	0	0	0	0
218-966-999.401	Transfers Out - Capital Improvement	0	0	0	0	0	0
218-966-999.592	Transfers Out - Water and Sewer Fund	0	0	0	50,000	0	150,000
<i>Totals for department 966 - Transfers Out</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>50,000</i>	<i>0</i>	<i>150,000</i>
TOTAL APPROPRIATIONS		363,775	368,500	268,820	1,045,325	399,925	549,300
NET OF REVENUES/APPROPRIATIONS - FUND 218		87,254	78,500	163,238	(331,839)	153,625	19,812
BEGINNING FUND BALANCE		715,969	803,223	803,223	881,723	549,884	703,510
ENDING FUND BALANCE		803,223	881,723	966,461	549,884	703,510	723,322

Account Number	Description	Actual 2020-21	Budget 2021-22	Activity to 03/30/22	Requested 2022-23	Projected 2023-24	Projected 2024-25
Fund 260 - DOWNTOWN DEVELOPMENT AUTHORITY							
ESTIMATED REVENUES							
260-000-405.000	T.I.F.A. Taxes	100,788	105,448	94,893	103,437	106,851	110,377
260-000-410.500	Delinquent Tax Collection	779	100	153	100	100	103
260-000-540.000	State Grant	0	0	0	0	0	0
260-000-573.000	Local Community Stabilization	3,474	2,500	3,909	2,500	2,500	2,583
260-000-665.000	Interest & Dividend Income	110	25	249	25	25	26
260-000-671.000	Miscellaneous Other Revenues	0	250	0	250	250	250
260-000-675.000	Contributions & Donations	28,481	0	0	0	0	0
TOTAL REVENUES		133,632	108,323	99,204	106,312	109,726	113,338
APPROPRIATIONS							
Department 730 - Development Activities							
260-730-731.000	Operating Supplies	0	0	0	0	0	0
260-730-740.200	Sales Tax Expense	0	0	0	0	0	0
260-730-809.000	Contractual Services	71,170	75,000	56,882	35,000	20,000	20,000
260-730-827.000	Administrative Service Charge	14,200	14,200	14,200	14,200	14,200	14,200
260-730-880.000	Community Promotion	0	1,000	0	1,000	1,000	1,000
260-730-890.000	Service Charges	1,379	500	507	500	500	500
260-730-955.000	Miscellaneous Expenses	0	50	0	50	50	50
260-730-955.200	Concerts in the Park	0	0	0	0	0	0
260-730-955.400	Brick Paver Program	0	0	0	0	0	0
260-730-955.500	Development Grant	0	500	0	500	500	500
260-730-970.000	Capital Outlay	0	0	0	0	0	0
260-730-991.100	Principal: Governmental Debt	0	0	0	0	0	0
260-730-995.100	Interest: Governmental Debt	0	0	0	0	0	0
260-730-999.218	Transfers Out - Infrastructure	0	0	0	250,000	75,000	75,000
<i>Totals for department 730 - Development Activities</i>		<i>86,749</i>	<i>91,250</i>	<i>71,589</i>	<i>301,250</i>	<i>111,250</i>	<i>111,250</i>
TOTAL APPROPRIATIONS		86,749	91,250	71,589	301,250	111,250	111,250
NET OF REVENUES/APPROPRIATIONS - FUND 260		46,883	17,073	27,615	(194,938)	(1,524)	2,088
BEGINNING FUND BALANCE		188,367	235,250	235,250	252,323	57,385	55,861
ENDING FUND BALANCE		235,250	252,323	262,865	57,385	55,861	57,949