



Plymouth Downtown Development Authority Meeting Agenda

April 8, 2024 7:00 p.m.

Plymouth City Hall & Online Zoom Webinar

Plymouth Downtown Development Authority
831 Penniman
Plymouth, Michigan 48170

www.downtownplymouth.org
Phone 734-455-1453
Fax 734-459-5792

Join Zoom Webinar: <https://us02web.zoom.us/j/86727355039>

Webinar ID: 867 2735 5039

Passcode: 109170

1) CALL TO ORDER

*Kerri Pollard, Chairperson
Richard Matsu, Vice Chairperson
Suzi Deal, Mayor
Ellen Elliott
Jennifer Frey
Brian Harris
Dan Johnson
Shannon Perry
Ed Saenz
Paul Salloum*

2) CITIZENS COMMENTS

3) APPROVAL OF AGENDA

4) APPROVAL OF MEETING MINUTES

A. March 11, 2024 Regular Meeting Minutes

5) BOARD COMMENTS

6) OLD BUSINESS

A. Main and Church Street Intersection Upgrades

7) NEW BUSINESS

A. 2024 DDA Strategic Planning Session – Sally Elmiger

8) REPORTS AND CORRESPONDENCE

A. 2024 DDA Budget Draft Report – No Action Needed

9) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Board, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan

“The government in this community is small and accessible to all concerned.”

-Plymouth Mayor Joe Bida
November 1977



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, March 11, 2024 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Pollard, Vice Chair Richard Matsu, Mayor Suzi Deal, Members Ellen Elliott, Jennifer Frey, Brian Harris, Shannon Perry (arrived at 7:03 p.m.) Ed Saenz

Excused: Members Dan Johnson and Paul Salloum

Also present: Economic Development Director John Buzuvis and DDA Director Sam Plymale

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF AGENDA

Deal offered a motion, seconded by Saenz, to approve the agenda for Monday, March 11, 2024.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. APPROVAL OF MEETING MINUTES

Saenz offered a motion, seconded by Harris, to approve the meeting minutes for February 12, 2024.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. BOARD COMMENTS

Harris said he had engaged in conversations with an organization that composts restaurant food scraps, and they are interested in starting a pilot program in Plymouth. Deal reminded the group that there is a similar existing residential program in the city.

6. OLD BUSINESS

a. Five-Year Action Plan Update

Plymale provided updates on the parking deck repair project, landscaping and brickwork, a new marketing assistant, and outdoor patios. He offered to take board members on a walking tour so they could visualize future projects.

b. 2024 Strategic Planning Session Update

Plymale distributed preparation materials provided by Planning Consultant Sally Elmiger.

7. NEW BUSINESS

a. Infrastructure Upgrade Approval – Main and Church Street Intersection

Elliott offered the following motion with the stipulation that Leading Pedestrian Interval (LPI) be achieved with a consistent signal interval instead of a push button system. Frey seconded the motion.

WHEREAS The DDA Board of Directors identified three Downtown Plymouth intersections as needing safety improvements in the current five-year strategic action plan including Harvey/Penniman, Harvey/Ann Arbor Trail and Main/Church; and

WHEREAS The DDA Board and City Commission agreed to a 50/50 cost share on both the Harvey/Penniman and Harvey/Ann Arbor Trail intersection improvements in 2021; and

WHEREAS The City Commission has identified and approved design work for upgrades to the Main/Church intersection as part of their 2024 Infrastructure Plan; and

WHEREAS The City's Master Plan includes the installation of new traffic light mast arms with pedestrian signals and additional improvements to the Main/Church intersection.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth DDA Board of Directors does hereby authorize \$310,000 in capital improvement funds or 50% of the cost of the project, whichever is less, to complete the upgrades at the intersection of Main Street and Church Street which includes new mast arms and pedestrian crossing signal. This authorization, in partnership with the City of Plymouth, would allow the continued work on design, bid documents and final construction of new mast arms and signals and other needed improvements at the Main and Church intersection.

Elliott explained her reasons for the stipulation, stating her belief that the safety component in a crosswalk is the LPI, not the button, that eliminating the button would decrease costs both now and in future maintenance, and that consistency at intersections throughout the downtown was important. She also distributed information from the Federal Highway Administration.

Board members discussed the resolution. Some stated the push buttons already in place were confusing and that they weren't being used. It was suggested that the engineer come to a future meeting to explain the thought process behind the plans and to look at the pedestrian load at different intersections.

City Department of Municipal Services Director Chris Porman said they were considering a hybrid system, whereby pedestrians would get a walk signal without pushing a button but would be given more time to cross if they did.

City Commission Liaison Jennifer Kehoe said the concerns about the push buttons had been brought up in the past and that she had spoken to people who dislike them.

It was agreed that further information from the city engineer would help them make an informed decision.

Elliott withdrew her motion.

Elliott offered a motion, seconded by Deal, to table the discussion.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

b. DDA Office Lease Extension

The following motion was offered by Seins and seconded by Perry.

WHEREAS The Downtown Development Authority Board of Directors has indicated its desire and willingness to keep the DDA office downtown; and

WHEREAS Keeping the DDA office in its current location would give better service to merchants, property owners and visitors; and

WHEREAS Having the DDA office downtown would give staff close proximity to the Central Parking Deck, Fleet Street trash compactors, events, activities and other happenings downtown.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Authority Board hereby instruct DDA staff to sign a three-year lease extension agreement with property owner Vince Mucci (Molise LLC) for office space at 831 Penniman for \$1,732 per month from 9/1/24 to 8/31/25; \$1,819 per month from 9/1/25 to 8/31/26; and \$1,910 per month from 9/1/26 to 8/31/27.

It was noted that a 5% increase per year might be excessive, but Plymale said it was non-negotiable with the owner.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

8. REPORTS AND CORRESPONDENCE

There were no reports or correspondence

9. ADJOURNMENT

Deal offered a motion, seconded by Harris, to adjourn the meeting at 8:05 p.m.

There was a voice vote.
MOTION PASSED UNANIMOUSLY



Not Just a Walk in the Park

831 Penniman Ave. Plymouth MI 48170

Ph: 734.455.1453 Fax: 734.459.5792

ADMINISTRATIVE RECOMMENDATION

To: DDA Board

From: DDA Staff

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA agendas 2024\March2024

Date: 3/11/2024

Re: UPDATE - Main and Church Street Intersection Improvement Project

BACKGROUND:

At the March 11, 2024 DDA Board Meeting, the DDA Board tabled discussion on potential improvements to the Main and Church Street intersection due to the DDA Board requesting additional information from the engineer relating to the pedestrian signals. A cost share for the project between the City and the DDA was proposed by both City and DDA administration at the March meeting. Since the discussion was tabled, this item is required to continue to be on subsequent DDA agendas until a resolution is passed. The same information that was presented at the March DDA meeting is attached in this agenda including the original recommended resolution (Resolution A).

At the March 18, 2024 City Commission Meeting, the Plymouth City Commission approved an alteration to the 2024 Infrastructure Program that did not include the Main and Church Street project. Due to the delay in approvals, City administration recommended delaying the Church and Main Street project into the 2025 construction season as it would be likely that the project could not be completed in the 2024 construction season due to anticipated delays in lead time for materials and other factors.

Due to the anticipated delays, the City Commission voted in favor of spending 2024 roads moneys on other roads projects within the City this calendar year. Although the City Commission did not approve the Church and Main Street project for 2024, City administration still plans to formally move the project to early in the 2025 construction season. As a result, approvals for this project are not needed until later in 2024.

RECOMMENDATION:

Since the City Commission no longer plans on moving forward with this project in 2024, this gives DDA staff some additional time to coordinate with the City Engineer to address some of the questions that were brought up by the DDA Board at the March meeting. In addition, since the DDA Board is holding its strategic planning sessions over the next few months, it is logical to hold further discussions on this topic until a later date TBD in 2024. DDA staff recommends approving a resolution to delay further discussion or decision making on this potential project until later in 2024. A resolution is attached for your consideration (Resolution B).



ADMINISTRATIVE RECOMMENDATION

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA agendas 2024\March2024
Date: 3/11/2024
Re: Main and Church Street Intersection Improvement Project

BACKGROUND:

In the current DDA strategic plan, the Downtown Development Authority Board of Directors has called for improvement of street intersections including traffic and crosswalk signals in the DDA district. The intersections of need that are specifically identified in the current Five-Year Action Plan are Harvey/Penniman, Harvey/Ann Arbor Trail, and Main/Church.

The intersections of Harvey/Penniman and Harvey/Ann Arbor Trail were addressed in 2021-2022, as the DDA Board approved a cost share with the City of Plymouth for intersection improvements that included upgrades to pedestrian signals and traffic signals at both sites. The cost share was a 50/50 agreement with the City. Improvements to those two intersections totaled approximately \$500,000, with the DDA funding \$250,000 toward the improvements at those two intersections.

At the September 18, 2023 City Commission meeting, the City Commission authorized Wade Trim to begin design and engineering of the City's 2024 Infrastructure Program. Design and engineering of improvements to the intersection at Main Street and Church Street were included in this approval.

Needed repairs and upgrades to the Main/Church intersection are much more extensive than what was needed at the Harvey/Penniman and Harvey/Ann Arbor Trail intersections and inflation has caused a significant rise in material costs since 2021. The Main/Church intersection is larger than the Harvey intersections and is in need of more work to the surface, curbs and surrounding areas. Although exact final costs are still unknown at this

time, Wade Trim estimates total repair costs at approximately \$620,000. If the DDA were to agree on a 50/50 cost share with the City similar to the 2021 agreement on the Harvey Street intersections, the DDA would contribute up to \$310,000 to the Main/Church upgrades. Attached is a memorandum from Municipal Services Director Chris Porman and engineer Shawn Keough that outlines the details of the project.

Due to conservative spending and some recent projects coming in under budget, the DDA is expected to have a fund balance on June 30, 2024 of approximately \$668,000. In addition, the early estimated tax revenue for the 2024-25 budget is expected to slightly increase. The cost of this infrastructure improvement project shouldn't impact any of the projects on the current strategic plan. City of Plymouth Finance Director John Scanlon has attached a memorandum that details the recommended funding of this proposed project.

City engineer Shawn Keough has also identified two additional intersections in the DDA that are in need of an upgrade, both Main/Wing and Ann Arbor Trail/Deer. Although these two intersections will not be addressed in 2024, it is important to highlight these potential future projects as the DDA enters its five-year strategic planning process later in 2024.

RECOMMENDATION:

DDA staff recommends the DDA Board approve the expenditure of up to \$310,000 for the infrastructure improvement project at the Main/Church intersection. The recommended DDA contribution will be either \$310,000 or 50% of the total project cost, whichever is less. A resolution is attached for your consideration.

R E S O L U T I O N

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, the DDA Board of Directors identified three Downtown Plymouth intersections as needing safety improvements in the current five-year strategic action plan including Harvey/Penniman, Harvey/Ann Arbor Trail and Main/Church, and

WHEREAS, the DDA Board and City Commission agreed to a 50/50 cost share on both the Harvey/Penniman and Harvey/Ann Arbor Trail intersection improvements in 2021, and

WHEREAS, the City Commission has identified and approved design work for upgrades to the Main/Church intersection as part of their 2024 Infrastructure Plan, and

WHEREAS, the City's Master Plan includes the installation of new traffic light mast arms with pedestrian signals and additional improvements to the Main/Church intersection.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth DDA Board of Directors does hereby authorize \$310,000 in capital improvement funds or 50% of the cost of the project, whichever is less, to complete the upgrades at the intersection of Main Street and Church Street which includes new mast arms and pedestrian crossing signal. This authorization, in partnership with the City of Plymouth, would allow the continued work on design, bid documents and final construction of new mast arms and signals and other needed improvements at the Main and Church intersection.

R E S O L U T I O N B

The following Resolution was offered by _____ and
seconded by _____.

WHEREAS the DDA Board of Directors identified three
 Downtown Plymouth intersections as needing safety
 improvements in the current five-year strategic action plan
 including Harvey/Penniman, Harvey/Ann Arbor Trail and
 Main/Church, and

WHEREAS the DDA Board and City Commission agreed to a 50/50 cost
 share on both the Harvey/Penniman and Harvey/Ann Arbor
 Trail intersection improvements in 2021, and

WHEREAS the DDA Board identified the need for more information from
 the City Engineer prior to further discussion on the project,
 and

WHEREAS due to delays in approval and the lengthy lead time on the
 project, the City Commission did not approve the project for
 2024, and

WHEREAS the City administration plans to recommend the project as
 part of the 2025 Infrastructure projects.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth DDA Board
of Directors formally delay any further discussion on the project until a
later date in 2024, to be determined at a future time.



**DDA Board Goal-Setting Session
Zoom Meeting – April 8, 2024
AGENDA**

7:10 pm	Welcome <i>Sally Elmiger, Carlisle/Wortman Associates</i>
7:15 pm	Presentation – Current Goals and Status of Each <i>Sally Elmiger</i>
7:30 pm	Gallery Walk Goal-Setting Exercise <i>Sally Elmiger</i>
8:30 pm	Citizen Input
8:50 pm	Prioritizing Goals
9:00 pm	Thank you and next steps

2020-2024 Five-Year Action Plan

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 04/05/2024
Improve Parking	**Top Priority** Improve condition, aesthetics and/or functionality of existing parking lots by: <ul style="list-style-type: none"> - Resurfacing existing lots that are in need (such as Liberty/Penniman lot and lot at Harvey/Wing); consider lot re-configuration to improve flow, street edge and pedestrian connections as part of projects. - Designing parking lot at Saxton's site. 	DDA Staff/ DDA Board	Short-term		Saxton's Municipal Lot is complete. EV charging stations are operational and being utilized. Light poles installed in late December. 4 out of 5 benches installed; 3 of 5 memorialized with plaques. Engineer was on-site on March 7, 2024 for annual inspection of the Central Parking Deck. Report and next steps expected at May DDA Board meeting.
	Finance parking lot maintenance and improvements via a paid parking system. Includes demolition/reconstruction of parking deck. -Decide on a direction for paid parking.	DDA Staff/ DDA Board	Short- to Mid-term		Informational meetings held in 2023. Paid Parking not part of the City's 2024 Strategic Plan tasks.
	Maximize number of parking spaces.	DDA Staff	Short- to Long-term		City Commission approved Outdoor Dining Policy at October 6, 2023 meeting. It is anticipated that additional restaurants will use adjacent parking spaces for platform patio extensions. "Review opportunities for additional parking spaces" added to the City's 2024 One Year Tasks.
Improve Pedestrian Safety	**Top Priority** Improve pedestrian crossings for safety (also goal of DDA Infrastructure Plan), alerting cars that a pedestrian is in crosswalk, specifically: <ul style="list-style-type: none"> - At Penniman/Harvey, Harvey/AA Trail, and Main/Church St. intersections (coordinate with City Commission). - Increase size of waiting area at crossings. - Add alert system for cars as pedestrians enter walkways, especially at midblock crossings such as Main St. between AA Trail and Penniman, or on AA Trail @ Forest. Alerts could include pedestrian-activated flashing lights; however, a system with flashing lights may not be appropriate downtown. -Identify locations for additional bike racks. 	City Commission/ DDA Board	Short-term		Upgrades to the Main/Church intersection are expected to be a part of the City's 2025 Infrastructure Plan. New bike racks installed at City Hall and Kellogg Park. Additional bike racks planned in 2024 at Deer/Ann Arbor Trail and on Union near UBS and other strategic locations. Pedestrian signal installation at Main Street crosswalk and Forest and Ann Arbor Trail crosswalk installed in 2022.
	Maintain sidewalks for safety, making them pedestrian-friendly by: <ul style="list-style-type: none"> - Repairing concrete where needed. - Replacing tree grates (either overall or where needed). - Maintaining/updating pavers. - Extending sidewalks where needed. 	DDA Staff	Short-term		Landscaper completing brick repairs around overgrown trees and mulch in tree grate areas in early April. DDA. Any additional major repairs including tree replacement, grates, planters, brickscape and/or sidewalk will be part of a future streetscape upgrade project identified in the City's 2024 strategic plan tasks.

2020-2024 Five-Year Action Plan

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 04/05/2024
	Plant trees (also goal of DDA Infrastructure Plan) along sidewalks; replace trees in poor condition as identified; investigate organizations (Keep Plymouth Leafy) that supply/plant trees.	City Commission/ DDA Board	Mid-term		New trees planted at new Saxton's municipal lot at Ann Arbor Trail and Deer. Additional tree replacement would be part of a future streetscape plan.
	Improve street and alley lighting for safety; determine decorative lighting style for alleys (ex. illuminating artwork).	DDA Board/ DDA Staff	Mid- to Long-term		Next round of Holiday Tree Light repairs to be addressed in July. Central Parking Deck lighting upgrades completed in 2023.
	Improve alley "ambiance" via artwork to enhance appearance. Potential locations include DDA office alley, alley around parking structure, alley between theater & gathering area, and by St. Joe's (near Subway).	DDA Board	Short-term		Plymouth Art Walk has been installed in all Phase 2 locations. DDA Staff has created and distributed brochures on the Art Walk. Staff has had preliminary discussion with Tony Roko on possible Phase 3, additional funding will be needed.
Kellogg Park	Install the new fountain.	DDA Staff	Short-term		COMPLETED
	Top Priority Implement Kellogg Park Master Plan by: - Prioritizing action items identified in Goal Setting Session (12/14/2020) - Identifying potential funding sources and priority short-term action items. - Recommending City Commission adopt Kellogg Park Master Plan as an amendment to the Plymouth Five-Year Parks and Recreation Master Plan. - Submitting grant application to MDNR to implement top action-item priorities of Kellogg Park Master Plan.	City Commission/ DDA Board	Short to Long-term		City IT staff working on upgrading camera system in Central Parking Deck, Kellogg Park and surrounding areas with completion expected in early 2024. New holiday decorations needed. Staff looking at 2024 funding options with potential partnerships with Plymouth Community Arts Council and Plymouth Chamber of Commerce.
Businesses	**Top Priority** Rethink café/outdoor dining policy to include: - Closing some streets. - Creating woonerf on Penniman (in front of theater). - Creating semi-permanent dining extension into parallel parking spaces.* - Expanding entertainment opportunities in Kellogg Park and throughout downtown. - Creating "Social District" for common outdoor liquor sales. - Reaching decision on outdoor dining plan and considering "parklets". *Approved by City Commission starting in April and extending through 2021.	City Commission/ DDA Board	Short-term		City Commission approved new Outdoor Dining Policy at 10/6/2023 City Commission Meeting. New policy will allow restaurants to extend outdoor dining into adjacent parking spaces through 2028. Per the policy patio construction is allowed to take place in March and use of patios can begin on April 1st. DDA and Chamber of Commerce staff have decided that there will be no Saturday Scenes program for 2024 due to lack of sponsors.
	Expand use of technology.	DDA Board	Short- to Mid-term		Four EV charging stations being utilized at new Saxton's lot.

2020-2024 Five-Year Action Plan

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 04/05/2024
Support B	Engage with businesses to create artwork throughout the DDA.	DDA Board/ DDA Staff	Short-term		Staff has had some preliminary discussion on a third phase of the Plymouth Artwalk.
	Attract new businesses and engage with existing businesses.	DDA Board/ DDA Staff	Short- to Long-term		DDA partnered with Plymouth Today on new Downtown Plymouth Retail and Restaurant guide that was distributed in April's Plymouth Today magazine that gets mailed to 99% of Plymouth and Plymouth Township residents. Guides also distributed to strategic locals in DTP.

Please use these worksheets to gather your thoughts in preparation for the April 8 DDA Board Goal-Setting session.

For the next two years, what are your top priorities for the following topic categories?

1. Parking

- i) Number of spaces
- ii) Condition of existing lots
- iii) Other

2. Pedestrian Safety

- i) Crossings
- ii) Pavement condition
- iii) Trees
- iv) Street/alley lighting
- v) Alleys
- vi) Other

For the next two years, what are your top priorities for the following topic categories?

3. Kellogg Park

- i) Funding to implement Kellogg Park Master Plan
- v) Other

4. Support Businesses

- i) Entertainment
- ii) Parklets
- iii) Technology
- iv) Recruit new businesses
- v) Other

For the next two years, what are your top priorities for the following topic categories?

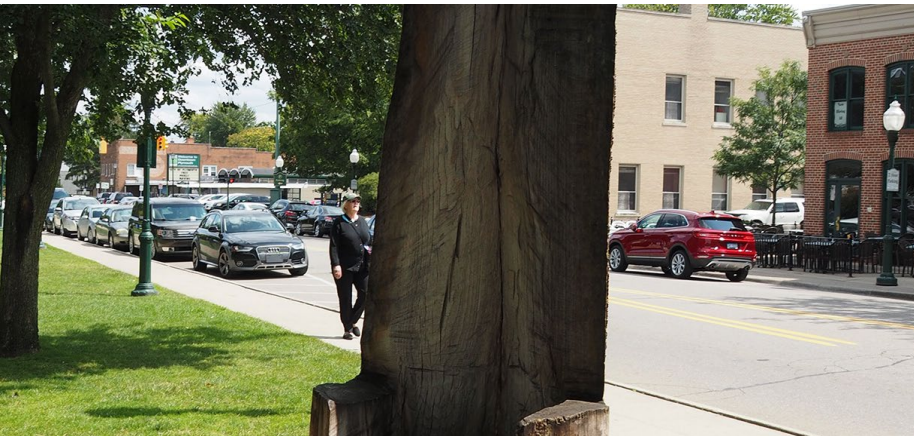
5. Other Topics?



Downtown Development Authority Goal Setting Session



April 8, 2024



Presentation Overview

1. 2024 City Commission Strategic Plan – One-Year Tasks
2. 2018 Master Plan Goals & 2023 Planning Commission Goals
3. 2020 DDA Strategic Plan Action Items



2024 City Commission One-Year Tasks

◆ Sustainable Infrastructure:

- Plan and strategize for potential recreational millage proposal.
- Complete parking deck engineering review.
- Target citywide bike rack installation in high-traffic areas.
- Review opportunities for additional parking spaces.





2024 City Commission One-Year Tasks

◆ Attractive, Livable Community:

- Continue implementation of Kellogg Park and Downtown Development Authority (DDA) master plan(s).
- Begin development of a DDA streetscape improvement plan.
- Review and update special events policy.





2018 Master Plan Goals

◆ Streetscape and Public Spaces:

- Promote plazas open to the public, green space and pedestrian amenities.
- Maintain and enhance the downtown's quality pavers, landscaping, lighting, public art, street furniture and attractive signage.





2018 Master Plan Goals

◆ Parking and Circulation:

- Continue improvements of the central parking deck and acquire additional public parking at strategic locations.
- If new parking structures are developed, the City should integrate retail buildings and pedestrian amenities within the structure.
- New parking lots and structures must make a positive contribution to the street edge and pedestrian areas.
- Public parking should be connected to the central business areas through well-maintained sidewalks and pedestrian passageways.



2023 Planning Commission Goals

- ◆ Review, amend, and revise the Master Plan as necessary
- ◆ Obtain and review a form-based code test case (Old Village).
- ◆ Create an ordinance to support emergency electric generators.





2020 DDA Five Year Strategic Plan

- ◆ Improve parking
- ◆ Improve pedestrian safety
- ◆ Kellogg Park
- ◆ Support businesses



2020 DDA Five Year Strategic Plan

	Goal	Status
Improve Parking	<p>*Top Priority* Improve condition, aesthetics, functionality of existing parking lots by:</p> <ol style="list-style-type: none"> Resurfacing existing lots that are in need (such as Liberty/Penniman lot and lot at Harvey/Wing); consider lot re-configuration to improve flow, street edge and pedestrian connections as part of projects. Designing parking lot at Saxton's site. 	<ol style="list-style-type: none"> Outstanding Complete: <ul style="list-style-type: none"> EV charging operational Light poles installed Benches/bike racks early 2024
	<p>Finance parking lot maintenance and improvements via paid parking system. Includes demolition/reconstruction of parking deck.</p> <ol style="list-style-type: none"> Decide on direction for paid parking. <p>(CC: Complete parking deck engineering review)</p>	<ol style="list-style-type: none"> Committee of the Whole meeting held on 4/3/23 for parking/woonerf/patio updates. Buzuvis presentation on paid parking to City Commission 6/5/23; waiting for next steps.
	<p>Maximize number of parking spaces (CC: Review opportunities for additional parking spaces)</p>	<ul style="list-style-type: none"> DDA recommendation to add more spaces to Church St. – City Commission didn't approve. City Commission approved Outdoor Dining Policy for use of on-street spaces for extended restaurant dining platforms until 2028.
Blue = Coordinates with City Commission's One-Year Tasks		

2020 DDA Five Year Strategic Plan

	Goal	Status
Improve Pedestrian Safety	<p>*Top Priority* Improve pedestrian crossings for safety:</p> <ol style="list-style-type: none"> 1. At Penniman/Harvey, Harvey/AA Trail, and Main/Church St. intersections. 2. Increase size of waiting area at crossings. 3. Add alert system for cars as pedestrians enter walkways, especially at midblock crossings such as Main St. between AA Trail and Penniman, or on AA Trail @ Forest. Alerts could include pedestrian-activated flashing lights; however, a system with flashing lights may not be appropriate downtown. 4. Identify locations for additional bike racks. (CC: Target citywide bike rack installation in high-traffic areas) (CC: Continue implementation of DDA master plan) 	<ol style="list-style-type: none"> 1. Upgrades to Main/Church intersection in City's 2024 Infrastructure Plan. Next steps: <ul style="list-style-type: none"> - Determine costs - Partnership with DDA for intersection upgrades - Proposal expected in coming months 3. Pedestrian signals installed at Main St. midblock crossing & AA Trail/Forest (2022). 4. New bike racks at City Hall & Kellogg Park. New racks in 2024 at: <ul style="list-style-type: none"> - Deer/Ann Arbor Trail - Union St. near UBS
	<p>Maintain sidewalks for safety, making them pedestrian-friendly by:</p> <ol style="list-style-type: none"> 1. Repair concrete where needed 2. Replace tree grates (either overall or where needed) 3. Maintain/update pavers 4. Extend sidewalks where needed <p>(CC: Begin development of a DDA streetscape improvement plan)</p>	<ol style="list-style-type: none"> 1. DMS exploring concrete-cutting/mudjacking companies 2. Empty tree grates filled with mulch 2024 3. Engage contractor to identify paver needs 4. Include remaining repairs in future streetscape upgrade project

2020 DDA Five Year Strategic Plan

	Goal	Status
Improve Pedestrian Safety (Continued)	Street Trees: <ol style="list-style-type: none"> 1. Plant trees along sidewalks. 2. Replace trees in poor condition. 3. Investigate organizations (Keep Plymouth Leafy) that supply/plant trees. 	<ol style="list-style-type: none"> 1. New trees planted at Saxton's lot 2. Include additional tree replacement in future streetscape upgrade project
	Street and alley lighting: <ol style="list-style-type: none"> 1. Improve street and alley lighting for safety 2. Determine decorative lighting style for alleys (ex. illuminating artwork) 	<ol style="list-style-type: none"> 1. Contractor completed 95% repairs to Holiday Tree Lighting in 2023. Address last 3 trees in 2024.
	Alley ambience: <ol style="list-style-type: none"> 1. Improve alley ambience via artwork to enhance appearance. Potential locations: <ul style="list-style-type: none"> - DDA office alley - Alley around parking structure - Alley between theater & gathering area - Alley by St. Joe's (near Subway) 	<ol style="list-style-type: none"> 1. Plymouth Art Walk: <ul style="list-style-type: none"> - Installed in all Phase 2 locations - DDA staff created/distributed brochure - DDA staff held preliminary discussion with Tony Roko on possible Phase 3 (requires additional funding) - DIA Inside Out removed in 2023

2020 DDA Five Year Strategic Plan

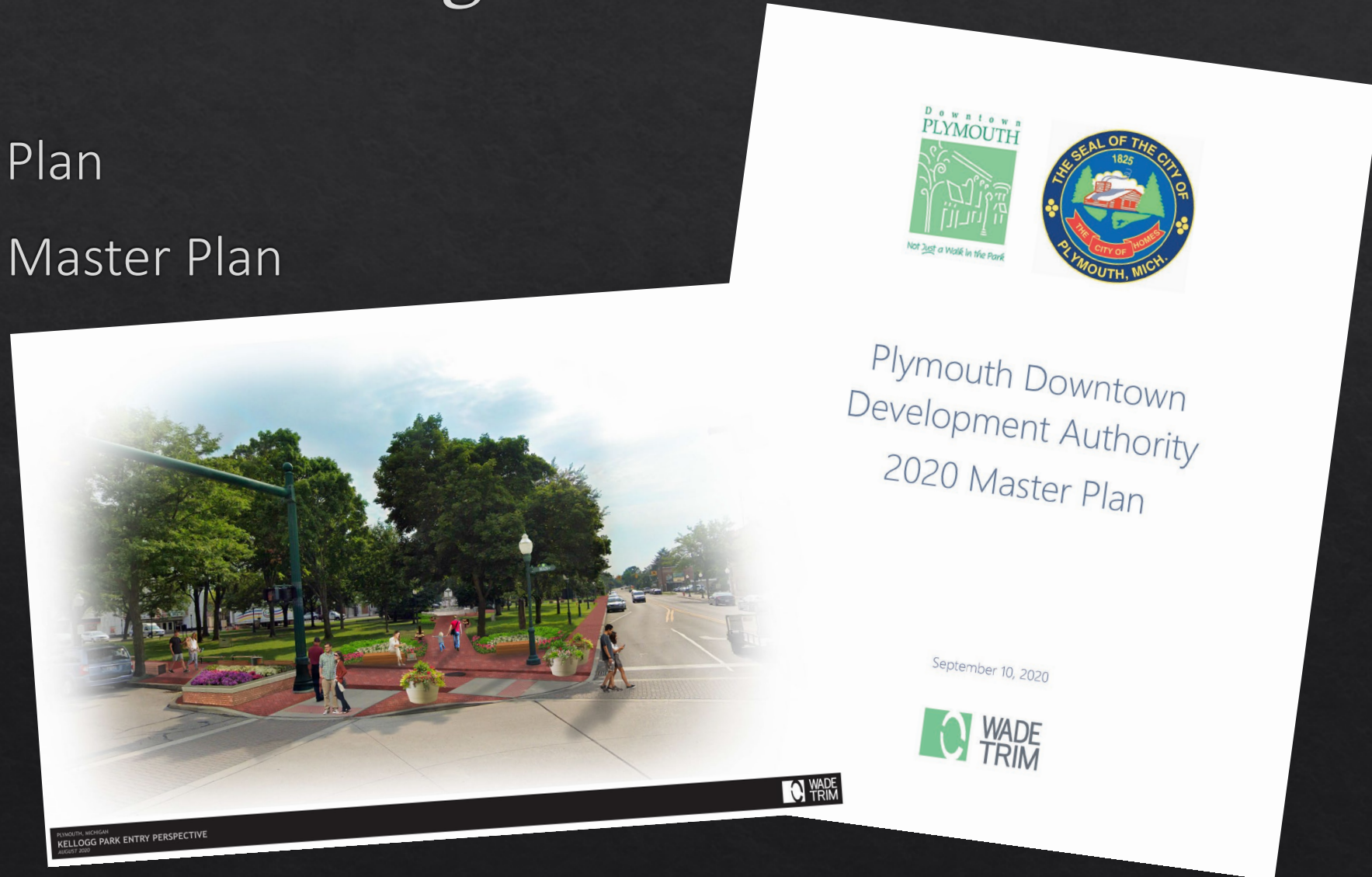
	Goal	Status
Kellogg Park	<p>*Top Priority* Implement Kellogg Park Master Plan by:</p> <ol style="list-style-type: none">1. Prioritize action items identified in Goal Setting Session (12/14/20).2. Identify funding sources and priority short-term action items.3. Recommend City Commission adopt Kellogg Park Master Plan as an amendment to the Plymouth Five-Year Parks and Recreation Master Plan.4. Submit grant application to MDNR to implement top priorities of Kellogg Park Master Plan. <p>(CC: Continue implementation of Kellogg Park master plan) (CC: Plan and strategize for potential recreational millage proposal)</p>	<ol style="list-style-type: none">1. Rec Millage failed.<ul style="list-style-type: none">- No near-term funding for turf upgrades.- City IT upgrading camera system at Parking Deck, Kellogg Park & surrounding area – completion expected 2024.- Holiday decorations upgrade – considering funding partnership with Plymouth Community Arts Council & Chamber of Commerce

2020 DDA Five Year Strategic Plan

	Goal	Status
Support Businesses	*Top Priority* Rethink café/outdoor dining policy to include the following actions: <ol style="list-style-type: none"> 1. Close some streets 2. Create woonerf on Penniman (in front of theater) 3. Create semi-permanent dining extension into on-street parallel parking spaces 4. Expand entertainment opportunities in Kellogg Park & throughout downtown. 5. Create “Social District” for common outdoor liquor sales. 6. Research decision on outdoor dining plan and consider “parklets” (CC: Review and update special events policy)	<ol style="list-style-type: none"> 3. City Commission approved new Outdoor Dining Policy through 2028. 4. DDA staff/Chamber discussing future of Saturday Scenes street entertainment.
	Expand use of technology	Four new EV stations at Saxton’s lot
	Engage with businesses to create artwork throughout DDA	<ul style="list-style-type: none"> - Garage mural on hold until 2024; funding. - DDA staff held preliminary discussions on Plymouth Artwork Phase 3
	Attract new businesses and engage with existing businesses	<ul style="list-style-type: none"> - Ledger, Not Your Basic Batch & Highline Spirits expected to open early 2024. - DDA staff updated Downtown Walking Maps & kiosks in 2023. - Month business event calendar/newsletter ongoing.

Current Planning Documents

- ◆ 2020 DDA Master Plan
- ◆ 2020 Kellogg Park Master Plan



2020 DDA Infrastructure Master Plan

- ◇ Short- and long-term streetscape improvements to sidewalks, brick, planters, tree grates, trees, site furnishings
- ◇ Mural walls
- ◇ Gateway features
- ◇ Midblock crossings / crosswalks
- ◇ Curb ramps
- ◇ Bike racks
- ◇ Potential greenspace
- ◇ Potential raised shared street
- ◇ Bury overhead utility lines



2020 DDA Infrastructure Master Plan – Transportation Plan

- ◇ Priority DDA parking rehab areas
- ◇ Target for road diet
- ◇ Separated and shared bike lanes



2020 DDA Infrastructure Master Plan – Corridor Improvements Plan

- ◆ Identifies specific improvements for each corridor (Pgs. 30-37)
- ◆ Also includes discussion of:
 - Fleet Street Alley (around parking deck)
 - Main St. Alley (between Forest & Main St.)



Goal Setting Exercise

For the next two years, what are your top priorities for the following topic categories?

- ◆ Parking. i) Number ii) Condition
- ◆ Pedestrian Safety. i) Crossings ii) Condition iii) Trees iv) Lighting v) Alleys
- ◆ Kellogg Park. i) Funding to implement Kellogg Park Master Plan
- ◆ Support Businesses. i) Entertainment ii) Parklets iii) Technology
iv) Recruit new businesses
- ◆ Other topics?





Questions?



MEMORANDUM

Date: April 4, 2024
To: DDA Board, DDA Staff
From: John Scanlon, Finance Director
Subject: Budget Report

Issue: 2024-25 Downtown Development Authority budget

Analysis: Please find attached the proposed Downtown Development Authority (248) operating fund, as well as the capital improvement fund (494) budgets for the 2024-25 Fiscal Year. The proposed budget will be presented for adoption to the City Commission at their regular meeting on June 3, 2024. Per Michigan Public Act 57 of 2018, before the budget may be adopted by the board, it shall be approved by the governing body of the municipality. Funds of the municipality shall not be included in the budget of the authority except those funds authorized in this part or by the governing body of the municipality. Below is a brief synopsis of the proposed budgets:

The proposed operating budget for 2024-25 is \$1,338,450. Overall, the changes from the 2023-24 fiscal year are minor in nature. The largest revenue item remains the property tax revenue from the established Tax Increment Financing (TIF), which can be found under account 248-000-402.000. The budget presented is based on tax information available for the upcoming year. Any adjustments would require a budget amendment.

The most significant change in the proposed budget is a decrease in the contribution line item from the operating budget to the capital improvement budget. The proposed budget includes a transfer of \$100,000, which is a decrease of \$200,000 from the 2023-24 amended budget, aligning more closely with average expenditure levels. The next largest line item is the repayment of the 2015 LTGO Capital Bond, totaling \$209,310. The 2024-25 fiscal year marks the final year of the bond repayment.

Since the Downtown Development Authority is a separate legal entity from the City, it is required to adopt an annual budget.

No action needed at this time.

Attachment(s): Proposed DDA Operating and DDA Capital Improvement Budgets Resolution

BUDGET												
Account #	Account Title	2022 /23		2023 /24				2024 /25	2025 /26	2026 /27	2027 /28	2028 /29
		Amended Budget	Audited Actual	Original Budget	Amended Budget	6 Months Actual	12 Months Projected	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	DDA OPERATING FUND REVENUES											
	<u>DDA Operating Revenues</u>											
248 000 402.000	CURRENT PROPERTY TAX/REAL	1,130,610	1,146,946	1,547,100	1,224,265	1,210,607	1,224,265	1,252,400	1,289,970	1,328,670	1,368,520	1,409,580
248 000 405.000	TAXES RECOVERED BY COUNTY	(3,000)	0	(3,000)	(3,000)	0	(3,000)	(3,000)	(3,030)	(3,090)	(3,180)	(3,280)
248 000 408.000	PRIOR YEAR TAX REFUNDS	0	0	0	0	0	0	0	0	0	0	0
248 000 409.000	PERSONAL PROPERTY TAX REPLACEMENT FEE	0	0	0	0	0	0	0	0	0	0	0
248 000 445.000	PENALTIES & INTEREST	0	0	0	0	0	0	0	0	0	0	0
248 000 531.000	STATE/FEDERAL GRANTS	0	0	0	0	0	0	0	0	0	0	0
248 000 573.000	LOCAL COMMUNITY STABILIZATION	33,900	33,896	7,500	13,600	13,510	13,600	7,500	7,730	7,960	8,080	8,200
248 000 532.000	FEDERAL GRANTS/CDBG	0	0	0	0	0	0	0	0	0	0	0
248 000 619.000	BENCH SALE REVENUES	6,000	12,000	0	0	10,000	0	0	0	0	0	0
248 000 620.000	CONCERT REVENUES	75,000	140,326	80,000	80,000	23,950	80,000	80,000	82,400	84,870	87,420	90,040
248 000 665.000	INTEREST ON INVESTMENTS	3,050	23,747	50	25,050	9,353	25,050	50	50	50	50	50
248 000 670.000	PROGRAM FEES	0	0	0	0	0	0	0	0	0	0	0
248 000 674.000	CONTRIB FROM PRIVATE SOURCES	0	0	0	0	0	0	0	0	0	0	0
248 000 674.095	CONTRIBUTIONS FOR LIGHT DECORATIONS	1,500	0	1,500	1,500	0	1,500	1,500	1,500	1,500	1,500	1,500
248 000 679.000	ADVERTISING REVENUE	1,590	1,590	0	0	15	0	0	0	0	0	0
248 000 680.000	OTHER INCOME	2,200	2,200	0	450	450	450	0	0	0	0	0
248 000 684.000	OFFICE RENTAL - DDA-587 ANN ARBOR TR	0	0	0	0	0	0	0	0	0	0	0
248 000 685.000	INSURANCE PROCEEDS	0	0	0	0	0	0	0	0	0	0	0
248 000 699.000	APPROP OF PR YR FUND BALANCE	38,845	0	0	41,740	0	41,740	0	0	0	0	0
	DDA OPERATING FUND REVENUE GRAND TOTAL	1,289,695	1,360,705	1,633,150	1,383,605	1,267,885	1,383,605	1,338,450	1,378,620	1,419,960	1,462,390	1,506,090

BUDGET												
Account #	Account Title	2022 /23		2023 /24				2024 /25	2025 /26	2026 /27	2027 /28	2028 /29
		Amended Budget	Audited Actual	Original Budget	Amended Budget	6 Months Actual	12 Months Projected	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	DDA OPERATING FUND EXPENDITURES											
	Administration Expenditures											
248 261 706.000	SALARY & WAGES/FULL TIME	85,550	78,818	92,615	92,615	62,578	92,615	101,795	104,850	108,000	111,240	114,580
248 261 706.050	SALARY & WAGES/PART TIME	21,000	22,536	29,875	29,875	13,405	29,875	30,090	30,993	31,920	32,880	33,870
248 261 706.100	SALARY & WAGES/SICK	3,225	0	3,925	3,925	83	3,925	4,825	4,970	5,120	5,270	5,430
248 261 706.300	SALARY & WAGES/RETENTION	650	0	675	675	450	675	675	695	720	740	760
248 261 706.600	SALARY & WAGES/VACATON PAYOFF	3,275	0	1,045	1,645	1,625	1,645	2,140	2,204	2,270	2,340	2,410
248 261 707.000	SALARY & WAGES/TEMP-SEASONAL	5,500	5,158	0	800	715	800	3,365	3,466	3,570	3,680	3,790
248 261 709.000	SALARY & WAGES/OVERTIME	3,000	467	3,000	3,000	743	3,000	4,000	4,120	4,240	4,370	4,500
248 261 721.000	FRINGE BENEFITS	63,600	44,563	53,335	53,335	33,572	53,335	58,960	60,730	62,550	64,430	66,360
248 261 721.500	POST RETIREMENT BENEFITS	29,425	17,311	24,650	24,650	0	24,650	24,560	25,297	26,430	27,560	28,690
248 261 727.000	OFFICE SUPPLIES	500	439	500	500	214	500	500	515	530	550	570
248 261 728.000	POSTAGE	200	29	200	200	0	200	200	206	210	220	230
248 261 740.000	OPERATING SUPPLIES	2,200	2,026	2,000	2,000	581	2,000	2,000	2,060	2,120	2,180	2,250
248 261 815.000	ADMINISTRATIVE SERVICES	65,200	65,200	67,200	67,200	0	67,200	69,220	71,300	73,440	75,640	77,910
248 261 818.000	CONTRACTUAL SERVICES	15,400	16,834	16,000	16,000	5,905	16,000	17,000	17,510	18,040	18,580	19,140
248 261 818.150	CONT SVCS/CITY ATTY - SPECIAL	0	0	0	0	0	0	0	0	0	0	0
248 261 850.000	COMMUNICATIONS	4,000	3,946	3,500	3,500	2,220	3,500	4,500	4,635	4,770	4,910	5,060
248 261 860.000	TRANSPORTATION	1,000	922	1,000	1,000	112	1,000	1,000	1,030	1,060	1,090	1,120
248 261 864.000	CONFERENCES & MEETINGS	3,000	2,358	2,000	2,000	655	2,000	2,250	2,318	2,390	2,460	2,530
248 261 865.000	PUBLIC RELATIONS EVENTS	300	0	300	300	106	300	300	309	320	330	340
248 261 900.000	PRINTING & PUBLISHING	400	373	300	300	116	300	300	309	320	330	340
248 261 920.000	PUBLIC UTILITIES	2,580	2,456	2,660	2,660	1,589	2,660	2,750	2,833	2,920	3,010	3,100
248 261 925.000	PUBLICATIONS/SUBSCRIPTIONS	100	0	100	100	0	100	100	103	110	110	110
248 261 930.000	REPAIRS & MAINTENANCE	2,000	985	2,000	2,000	575	2,000	2,000	2,060	2,120	2,180	2,250
248 261 938.000	EQUIPMENT LEASE EXPENSE	1,200	56	1,200	1,200	145	1,200	1,200	1,236	1,270	1,310	1,350
248 261 940.000	EQUIPMENT RENTAL - FORCE ACCT	500	450	500	500	0	500	500	515	530	550	570
248 261 942.000	OFFICE RENT	19,920	19,650	21,000	21,000	15,755	21,000	22,500	23,175	23,870	24,590	25,330
248 261 956.000	MISCELLANEOUS	0	0	0	0	0	0	0	0	0	0	0
248 261 957.000	TRAINING EXPENSE	1,000	192	1,000	1,000	287	1,000	1,000	1,030	1,060	1,090	1,120
248 261 958.000	MEMBERSHIPS & DUES	2,000	400	2,000	2,000	730	2,000	2,000	2,060	2,120	2,180	2,250
248 261 962.000	RESERVE FOR CONTINGENCY	0	0	252,590	0	0	0	121,975	344,231	155,530	227,670	231,380
248 261 963.000	BAD DEBT EXPENSE/BANKRUPTCY	0	0	0	0	0	0	0	0	0	0	0
	Total	336,725	285,168	585,170	333,980	142,162	333,980	481,705	714,760	539,550	625,540	643,370
	Police Service Expenditures											
248 301 706.000	SALARY & WAGES/FULL TIME	21,275	20,839	21,970	21,970	15,140	21,970	22,745	23,428	23,900	24,380	24,870
248 301 706.100	SALARY & WAGES/SICK	0	0	0	0	0	0	0	0	0	0	0
248 301 706.200	SALARY & WAGES/HOLIDAY PAY	935	926	965	965	959	965	1,000	1,030	1,050	1,070	1,090
248 301 706.300	SALARY & WAGES/RETENTION	100	88	80	100	100	100	100	103	120	140	160
248 301 706.400	SALARY & WAGES/UNIFORM ALLOW	225	324	215	215	159	215	215	221	230	230	230
248 301 709.000	SALARY & WAGES/OVERTIME	1,825	456	1,825	1,825	193	1,825	1,225	1,262	1,290	1,320	1,350
248 301 721.000	FRINGE BENEFITS	10,650	9,902	10,765	10,765	7,059	10,765	11,625	11,974	12,210	12,450	12,700
248 301 721.500	POST RETIREMENT BENEFITS	0	0	0	0	0	0	0	0	0	0	0
248 301 725.500	MEAL ALLOWANCE	0	0	0	25	4	25	0	0	0	0	0
	Total	35,010	32,534	35,820	35,865	23,613	35,865	36,910	38,018	38,800	39,590	40,400

BUDGET												
Account #	Account Title	2022 /23		2023 /24				2024 /25	2025 /26	2026 /27	2027 /28	2028 /29
		Amended Budget	Audited Actual	Original Budget	Amended Budget	6 Months Actual	12 Months Projected	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	Infrastructure Maintenance Expenditures											
248 450 707.000	SALARY & WAGES/TEMP-SEASONAL	6,000	2,176	8,000	8,000	4,336	8,000	4,060	4,182	4,310	4,440	4,570
248 450 709.000	SALARY & WAGES/OVERTIME	120	114	0	1,600	513	1,600	350	361	370	380	390
248 450 721.000	FRINGE BENEFITS	500	175	650	650	371	650	325	335	340	350	360
248 450 721.500	POST RETIREMENT BENEFITS	100	0	0	0	0	0	0	0	0	0	0
248 450 740.000	OPERATING SUPPLIES	0	0	100	100	0	100	100	103	110	110	110
248 450 815.000	REIMB TO GEN FD - CITY MSD SERVICES	142,780	142,780	147,060	147,060	0	147,060	151,470	156,010	160,690	165,510	170,480
248 450 818.000	CONTRACTUAL SERVICES	76,650	75,215	80,000	80,000	19,231	80,000	82,000	84,461	86,990	29,000	40,000
249 450 920.000	PUBLIC UTILITIES	0	0	0	0	0	0	0	0	0	0	0
248 450 930.000	REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
248 450 931.000	REPAIRS & MAINT- SUMMER	18,540	12,318	20,000	20,000	4,235	20,000	20,000	20,600	21,220	21,860	22,520
248 450 932.000	REPAIRS & MAINT - WINTER	35,000	21,809	45,000	45,000	30,845	45,000	45,000	46,351	47,740	49,170	50,650
248 450 933.000	HOLIDAY LIGHTS MAINTENANCE	25,000	10,050	25,000	25,000	17,280	25,000	25,000	25,750	26,520	27,320	28,140
248 450 940.000	EQUIPMENT RENTAL - FORCE ACCT	0	0	0	0	0	0	0	0	0	0	0
	Total	304,690	264,637	325,810	327,410	76,811	327,410	328,305	338,152	348,290	298,140	317,220
	Parking System Expenditures											
248 529 740.000	OPERATING SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
248 529 815.000	REIMB TO GEN FD - CITY PARKING SERVICES	41,120	41,120	42,350	42,350	0	42,350	43,620	44,930	46,280	47,670	49,100
248 529 818.000	CONTRACTUAL SERVICES	13,000	13,021	13,000	13,000	3,143	13,000	13,400	13,802	14,220	14,650	15,090
248 529 920.000	PUBLIC UTILITIES	0	0	0	0	0	0	0	0	0	0	0
248 529 930.000	REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
	Total	54,120	54,141	55,350	55,350	3,143	55,350	57,020	58,732	60,500	62,320	64,190
	Saxton Parking Facility Expenditures											
248 531 740.000	OPERATING SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
248 531 818.000	CONTRACTUAL SERVICES	0	0	0	0	1,418	0	0	0	0	0	0
248 531 850.000	COMMUNICATIONS	0	0	0	0	0	0	0	0	0	0	0
248 531 920.000	PUBLIC UTILITIES	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	1,418	0	0	0	0	0	0
	DDA Marketing Expenditures											
248 811 727.000	OFFICE SUPPLIES	1,000	0	1,000	1,000	0	1,000	1,000	1,030	1,060	1,090	1,120
248 811 728.000	POSTAGE	200	0	200	200	0	200	200	206	210	220	230
248 811 740.000	OPERATING SUPPLIES	1,500	648	1,500	1,500	1,034	1,500	2,000	2,060	2,120	2,180	2,250
248 811 794.000	CONCERT EXPENSES	75,000	71,457	80,000	80,000	37,184	80,000	90,000	92,701	95,480	98,340	101,290
248 811 818.000	CONTRACTUAL SERVICES	16,000	10,460	24,000	24,000	14,116	24,000	25,000	25,750	26,520	27,320	28,140
248 811 818.410	CONT SVCS/ADVERTISING PROMO	0	0	0	0	0	0	0	0	0	0	0
248 811 818.415	CONT SVCS/PSD MARKETING	0	0	0	0	0	0	0	0	0	0	0
248 811 864.000	CONFERENCES & MEETINGS	0	0	0	0	0	0	0	0	0	0	0
248 811 900.000	PRINTING & PUBLISHING	7,000	4,189	7,000	7,000	2,937	7,000	7,000	7,210	7,430	7,650	7,880
	Total	100,700	86,755	113,700	113,700	55,271	113,700	125,200	128,958	132,820	136,800	140,910
	Capital Outlay											
248 900 977.290	CAP OUTLAY/ DDA ADMIN	0	0	0	0	0	0	0	0	0	0	0
248 900 977.811	CAP OUTLAY/ MARKETING	0	0	0	0	0	0	0	0	0	0	0
248 900 977.813	CAP OUTLAY/ PARKING	0	0	0	0	0	0	0	0	0	0	0
248 900 977.820	CAP OUTLAY/ STSCAPE PHASE 1	0	0	0	0	0	0	0	0	0	0	0
	Total	0	0	0	0	0	0	0	0	0	0	0
	DDA OPERATING FUND (OPERATING) EXPENDITURE TOTAL	831,245	723,235	1,115,850	866,305	302,418	866,305	1,029,140	1,278,620	1,119,960	1,162,390	1,206,090

BUDGET												
Account #	Account Title	2022 /23		2023 /24				2024 /25	2025 /26	2026 /27	2027 /28	2028 /29
		Amended Budget	Audited Actual	Original Budget	Amended Budget	6 Months Actual	12 Months Projected	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	Transfers-Out to Other Funds											
248 965 965.310	CONTRIB TO 2010 CAP IMP DBT FD (STREETSCA	0	0	0	0	0	0	0	0	0	0	0
248 965 965.315	CONTRIB TO 2015 LTGO CAP IMP DBT FD	223,560	220,610	217,300	217,300	0	217,300	209,310	0	200,000	200,000	200,000
248 965 965.405	CONTRIB TO DDA CAP IMP FUND	234,890	186,390	300,000	300,000	0	300,000	100,000	100,000	100,000	100,000	100,000
248 965 965.494	CONTRIB TO DDA CONSTRUCTION FUND	0	0	0	0	0	0	0	0	0	0	0
	Total	458,450	407,000	517,300	517,300	0	517,300	309,310	100,000	300,000	300,000	300,000
	DDA OPERATING FUND											
	EXPENDITURE GRAND TOTAL	1,289,695	1,130,235	1,633,150	1,383,605	302,418	1,383,605	1,338,450	1,378,620	1,419,960	1,462,390	1,506,090
	DDA OPERATING FUND BALANCE											
	BEGINNING SURPLUS (OR DEFICIT)	437,943	437,943	668,413	668,413	668,413	668,413	626,673	626,673	970,905	1,126,435	1,354,105
	CURRENT-YEAR REVENUES	1,289,695	1,360,705	1,633,150	1,383,605	1,267,885	1,383,605	1,338,450	1,378,620	1,419,960	1,462,390	1,506,090
	CURRENT-YEAR EXPENDITURES	(1,289,695)	(1,130,235)	(1,633,150)	(1,383,605)	(302,418)	(1,383,605)	(1,338,450)	(1,378,620)	(1,419,960)	(1,462,390)	(1,506,090)
	CURR-YEAR SURPLUS (OR DEFICIT)	0	230,470	0	0	965,467	0	0	0	0	0	0
	+ CONTINGENCY / - APPROPRIATION OF PRIOR	(38,845)	0	252,590	(41,740)	0	(41,740)	0	344,231	155,530	227,670	231,380
	ENDING SURPLUS (OR DEFICIT)	399,098	668,413	921,003	626,673	1,633,880	626,673	626,673	970,905	1,126,435	1,354,105	1,585,485

BUDGET												
Account #	Account Title	2022 /23		2023 /24				2024 /25	2025 /26	2026 /27	2027 /28	2028 /29
		Amended Budget	Audited Actual	Original Budget	Amended Budget	6 Months Actual	12 Months Projected	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	DDA CAPITAL IMPROVEMENT FUND REVENUES											
494 000 665.000	INTEREST ON INVESTMENTS	48,550	0	50	50	483	50	50	50	50	50	50
494 000 675.010	CONTRIBUTIONS / PUBLIC FOUNTAIN	0	0	0	0	0	0	0	0	0	0	0
494 000 675.248	CONTRIBUTION FROM DDA OPER FUND	186,390	186,390	300,000	300,000	0	300,000	100,000	100,000	100,000	100,000	100,000
494 000 699.000	APPROP OF PR YR FUND BALANCE	0	0	0	0	0	0	0	0	0	0	0
	DDA CAPITAL IMPROVEMENT FUND REVENUE GRAND TOTAL	234,940	186,390	300,050	300,050	483	300,050	100,050	100,050	100,050	100,050	100,050
	DDA CAPITAL IMPROVEMENT FUND EXPENDITURES											
494 261 818.406	CONT SVCS/ENG-ARCH	0	0	0	0	0	0	0	0	0	0	0
494 261 818.450	CONT SVCS/STREET CONSTRUCTION	0	5,228	0	0	0	0	0	0	0	0	0
494 261 962.000	RESERVE FOR CONTINGENCY	0	0	50	50	0	50	50	50	50	50	50
494 261 972.437	CAP OUTLAY/LAND IMP - PUBLIC FOUNTAIN	0	0	0	0	0	0	0	0	0	0	0
494 261 976.437	CAP OUTLAY/REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
494 261 977.000	CAP OUTLAY/EQUIPMENT	0	0	0	0	0	0	0	0	0	0	0
494 261 977.813	CAP OUTLAY/DDA PARKING & DECK	234,890	182,918	300,000	300,000	219,725	300,000	100,000	100,000	100,000	100,000	100,000
494 261 977.820	CAP OUTLAY/STREETSCAPE MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
	DDA CAPITAL IMPROVEMENT FUND EXPENDITURE GRAND TOTAL	234,890	188,146	300,050	300,050	219,725	300,050	100,050	100,050	100,050	100,050	100,050
	DDA CAPITAL IMPROVEMENT FUND											
	BEGINNING SURPLUS (OR DEFICIT)	1,756	1,756	0	0	0	0	50	100	150	200	250
	CURRENT-YEAR REVENUES	234,940	186,390	300,050	300,050	483	300,050	100,050	100,050	100,050	100,050	100,050
	CURRENT-YEAR EXPENDITURES	(234,890)	(188,146)	(300,050)	(300,050)	(219,725)	(300,050)	(100,050)	(100,050)	(100,050)	(100,050)	(100,050)
	CURRENT-YEAR SURPLUS (OR DEFICIT)	50	(1,756)	0	0	(219,242)	0	0	0	0	0	0
	+ CONTINGENCY / - APPROPRIATION OF PRIOR YEAR	0	0	50	50	0	50	50	50	50	50	50
	ENDING SURPLUS (OR DEFICIT)	1,806	(0)	50	50	(219,242)	50	100	150	200	250	300