

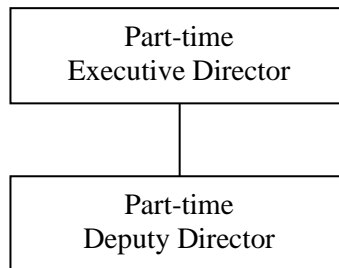
Delhi Downtown Development Authority (248)

The Delhi Township Downtown Development Authority (DDA) has a separate legal identity but operates in conformity with many of the Township's policies and procedures. The DDA is reported in the Township's financial statements as a discretely presented component unit.

PURPOSE OF THIS FUND: The DDA was organized pursuant to Township Ordinance No. 80 and Act 197 of the Public Acts of 1975, as amended, now recodified as Public Act 57 of 2018. The primary purpose of the DDA is to provide for the ongoing maintenance, promotion, security, and continued operation of the DDA District. A Board of Directors appointed by the Township Board governs the DDA. This DDA's mission is as follows: to promote economic development through business attraction/retention programs and works to foster investment within the DDA District. It strives to increase the Township's tax base and strengthen the local economy while maintaining those qualities that make Delhi Township a desirable place to live and work.

There are seven departments within the DDA. They are:

- Administration
- Marketing and Promotion
- Infrastructure
- Capital Outlay
- 2016 DDA Development
- 2017 DDA Development
- Debt Service



Staffing Levels			
	2020	2021	2022
Executive Director	0.60	0.60	0.60
Deputy Director	0.60	0.60	0.60
Total	1.20	1.20	1.20

DOWNTOWN DEVELOPMENT AUTHORITY FUND SUMMARY

Description	2020 Actual	2021 Budget	2021 Projected	2022 Budget	2023 Forecast	2024 Forecast
Revenues						
Property Taxes	\$ 1,960,263	\$1,960,960	\$2,044,130	\$2,131,800	\$2,174,300	\$2,217,650
Grants	2,000	2,000	35,910	2,000	-	2,000
Interest and rentals	23,024	14,500	10,000	10,000	9,000	9,000
Other	16,116	2,000	2,900	1,500	1,500	1,500
Total Revenues	2,001,403	1,979,460	2,092,940	2,145,300	2,184,800	2,230,150
Expenditures						
Community and Economic Dev						
Administration	133,485	181,720	166,810	168,280	170,500	172,750
Marketing & Promotion	357,326	187,630	274,250	197,790	195,300	196,580
Other Functions	135,496	-	-	-	-	-
Infrastructure Projects	2,600	160,450	160,450	157,840	155,230	152,620
Capital Outlay	76,108	150,000	59,310	-	-	-
Development Capital Outlay/Improvements	472,342	325,000	372,910	275,000	275,000	275,000
Total Expenditures	1,177,357	1,004,800	1,033,730	798,910	796,030	796,950
Other Financing Sources (Uses)						
Sale of Assets	1,200,000	-	9,690	4,410	1,890	-
Transfer to DDA Debt Service Funds	(1,099,844)	(1,105,810)	(1,105,810)	(1,119,700)	(1,128,630)	(1,132,480)
Total Other Financing Sources (Uses)	100,156	(1,105,810)	(1,096,120)	(1,115,290)	(1,126,740)	(1,132,480)
Revenues over (under) expenditures	924,202	(131,150)	(36,910)	231,100	262,030	300,720
Fund Balance, Beginning	3,275,065	4,199,267	4,199,267	4,162,357	4,393,457	4,655,487
Fund Balance, Ending	\$ 4,199,267	\$4,068,117	\$4,162,357	\$4,393,457	\$4,655,487	\$4,956,207

DDA REVENUE

GL Number	Description	06/30/2021					
		2020 Activity	Amended Budget	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
248-000.00-403.000	PROP TAXES-AD VAL.	\$ 1,944,336	\$ 1,945,460	\$ 2,034,000	\$ 2,125,000	\$ 2,167,500	\$ 2,210,850
248-000.00-412.000	DELQ TAX	3,522	5,000	100	-	-	-
248-000.00-437.000	IFT/CFT TAX REVENUE	12,066	10,000	10,000	6,800	6,800	6,800
248-000.00-445.005	DELQ INTER & PENALTY	339	500	30	-	-	-
248-000.00-572.000	STATE GRANTS	2,000	2,000	35,910	2,000	-	2,000
248-000.00-665.000	INTEREST	20,645	7,500	6,000	6,000	5,000	5,000
248-000.00-670.010	RENT-FARMERS MKT	2,379	7,000	4,000	4,000	4,000	4,000
248-000.00-672.040	GREASE LOAN	15,683	-	-	-	-	-
248-000.00-677.000	MISC REVENUE	357	1,000	500	500	500	500
248-000.00-687.000	REFUNDS/REBATE/REIME	76	1,000	2,400	1,000	1,000	1,000
248-000.00-693.000	SALE OF CAPITAL ASSET	1,200,000	-	9,690	4,410	1,890	-
Total		\$ 3,201,403	\$ 1,979,460	\$ 2,102,630	\$ 2,149,710	\$ 2,186,690	\$ 2,230,150

DDA ADMINISTRATION (728)

Purpose

To provide leadership in promoting economic development through business attraction/retention programs and work to foster investment within the DDA District.

Activities

Expenditures in this activity include costs relating to the part-time Executive Director and part-time Deputy Director, plus other administrative costs such as legal fees, education, insurance, office supplies, utilities, property tax payments (drain and special assessments), and building maintenance.

Year 2022 Goals

1. Continue to provide leadership in the ongoing maintenance, promotion, and continued operation of the DDA District.
2. Continue striving to increase the Township's tax base and strengthen the local economy while maintaining those qualities that make Delhi Township a desirable place to live and work.

Resources Needed

The attached year 2022 budget requests expenditures of \$168,280.

DEPT 728.00 DDA ADMINISTRATION

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-728.00-703.005	PART TIME HELP	\$ 83,633	\$ 81,400	\$ 38,524	\$ 82,900	\$ 83,230	\$ 84,900	\$ 86,600	
248-728.00-715.000	SOCIAL SECURITY/MEDIC	1,213	1,180	559	1,200	1,210	1,240	1,270	
248-728.00-718.000	PENSION CONTRIBUTION	2,509	2,450	1,156	2,490	2,500	2,550	2,610	
248-728.00-724.000	WORKERS COMP	237	370	102	370	370	380	390	
248-728.00-726.000	OFFICE SUPPLIES	1,069	1,000	181	1,000	1,000	1,000	1,000	
248-728.00-801.000	LEGAL FEES	15,576	20,000	5,482	15,000	15,000	15,000	15,000	
248-728.00-802.005	DUES AND SUBSCRIPTIO	1,328	1,470	1,155	1,500	1,500	1,500	1,500	
248-728.00-803.000	POSTAGE	45	50	2	50	50	50	50	
248-728.00-807.000	AUDIT FEES	2,316	2,350	2,343	2,350	2,370	2,420	2,470	
248-728.00-810.000	INSURANCE & BONDS	3,479	3,800	3,588	3,800	3,800	3,800	3,800	
248-728.00-818.000	CONTRACTUAL SERVICE	18,481	25,700	4,153	20,000	20,000	20,000	20,000	
248-728.00-853.000	TELEPHONE/COMMUNIC/	2,886	2,950	1,252	2,950	3,000	3,050	3,100	
248-728.00-870.000	MILEAGE	251	500	-	500	500	500	500	
248-728.00-902.005	PRINTING AND PUBLISHII	130	100	-	100	100	100	100	
248-728.00-921.030	UTILITIES - WATER	-	1,200	252	800	820	840	860	
248-728.00-921.035	UTILITIES - SEWER	-	1,200	345	900	920	940	960	
248-728.00-921.040	UTILITIES - ELECTRIC	-	8,000	2,801	6,500	6,630	6,770	6,900	
248-728.00-921.045	UTILITIES - GAS	-	4,000	1,945	4,000	4,080	4,160	4,240	
248-728.00-930.000	BUILDING MAINTENANCE	-	2,000	1,975	2,600	2,700	2,800	2,900	
248-728.00-956.000	MISCELLANEOUS	332	1,000	1,258	1,600	1,500	1,500	1,500	
248-728.00-960.000	EDUCATION & TRAINING	-	1,000	-	200	1,000	1,000	1,000	
248-728.00-962.000	TWP PROP-DRAIN/TAX/S.	-	15,000	-	15,000	15,000	15,000	15,000	
248-728.00-964.000	TAX ADJUSTMENTS TO C	-	5,000	-	1,000	1,000	1,000	1,000	
248-728.00-970.000	CAPITAL OUTLAY	-	-	-	-	-	-	-	
Total		\$ 133,485	\$ 181,720	\$ 67,073	\$ 166,810	\$ 168,280	\$ 170,500	\$ 172,750	

DDA MARKETING & PROMOTION (729)

Purpose

To promote and market the Township as an attractive place to live and do business.

Activities

Expenditures in this activity include costs relating to local business advertising, promoting businesses via the DDA newsletter *Our Town*, and supporting the Farmers' Market.

Year 2022 Goals

1. Support and promote the Farmers' Market and provide for various improvements of the Farmers' Market building
2. Provide business promotion and support through electronic publication of *Our Town*, HoltNow, and other enhancements
3. Promote community events
4. Encourage community beautification with the placement of public art and murals
5. Provide digital marketing support for local businesses impacted by the COVID-19 pandemic
6. Administration of the Back to Business program

Resources Needed

The attached year 2022 budget requests expenditures of \$197,790, a decrease of \$76,460 from the 2021 forecasted budget. The 2023 forecast is \$195,300 and the 2024 forecast is \$196,580. The forecasts take into account slight increases in employee compensation as typically adopted by the Board of Trustees each January.

DEPT 729.00 DDA MARKETING & PROMOTION

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-729.00-703.005	PART TIME HELP	\$ 49,563	\$ 51,780	\$ 24,483	\$ 55,690	\$ 57,400	\$ 58,550	\$ 59,730	
248-729.00-715.000	SOCIAL SECURITY/MEDIC	3,792	3,970	1,873	4,260	4,390	4,480	4,570	
248-729.00-724.000	WORKERS COMP INSUR	258	240	111	250	260	270	280	
248-729.00-884.000	DDA ADVERTISING	269,229	97,640	107,070	175,700	103,740	100,000	100,000	
248-729.00-888.000	FARMERS MARKET	27,069	13,000	16,750	26,350	20,000	20,000	20,000	
248-729.00-888.002	DOUBLE UP BUCKS	1,418	3,000	636	3,000	3,000	3,000	3,000	
248-729.00-956.000	MISCELLANEOUS	5,996	18,000	2,521	9,000	9,000	9,000	9,000	
Total		\$ 357,326	\$ 187,630	\$ 153,445	\$ 274,250	\$ 197,790	\$ 195,300	\$ 196,580	

DDA INFRASTRUCTURE (736)

Purpose

To build and improve physical structures such as streetscapes and sidewalks in the DDA District that create both a safe and attractive environment.

Activities

Expenditures in this activity are for street, sidewalk, landscaping, and other physical improvements.

Year 2022 Goals

1. Fund infrastructure improvement and rehabilitation programs identified by the Township and DDA Board as supporting the continued tax base growth and development within the DDA District.
2. Work with Community Development to enhance Non-Motorized Trail and Trailhead Parks.
3. Bond payment for construction of Sycamore Trail (this bond will be paid in full in 2024).

Resources Needed

The attached year 2022 budget requests expenditures of \$157,840.

DEPT 736.00 DDA INFRASTRUCTURE PROJECTS

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-736.00-820.010	ENGINEERING-TRAFFIC S	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
248-736.00-933.000	STREETSCAPE REPR & M	2,600	10,000	1,300	10,000	10,000	10,000	10,000	10,000
248-736.00-956.000	MISCELLANEOUS	-	5,000	-	5,000	5,000	5,000	5,000	5,000
248-736.00-969.016	COMMUNITY AND ECON I	-	135,450	5,219	135,450	132,840	130,230	127,620	127,620
248-736.00-974.010	NON-MOTORIZED PATHW	-	10,000	-	10,000	10,000	10,000	10,000	10,000
Total		\$ 2,600	\$ 160,450	\$ 6,519	\$ 160,450	\$ 157,840	\$ 155,230	\$ 152,620	\$ 152,620

DDA CAPITAL OUTLAY (903)

Purpose

To purchase and redevelop underutilized properties in the DDA District.

Activities

Expenditures in this activity are for purchasing, improving and rehabilitating property.

Year 2022 Goals

1. Identify under or inappropriately utilized sites within the DDA District and assist in the development of these sites.

Resources Needed

The attached year 2022 budget requests expenditures of \$0.

DEPT 903.00 CAPITAL OUTLAY-DDA

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-903.00-818.000	CONTRACTUAL SERVICE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
248-903.00-970.000	CAPITAL OUTLAY	14,590	-	5,304	5,310	-	-	-	-
248-903.00-971.000	CAPITAL OUTLAY-LAND	-	-	-	-	-	-	-	-
248-903.00-971.010	LAND HELD FOR RESALE	-	-	-	-	-	-	-	-
248-903.00-971.134	FARMERS MARKET-2150	-	150,000	8,545	54,000	-	-	-	-
248-903.00-971.137	ESKER LANDING PARK	61,518	-	-	-	-	-	-	-
Total		\$ 76,108	\$ 150,000	\$ 13,849	\$ 59,310	\$ -	\$ -	\$ -	\$ -

DDA DEVELOPMENT (903.05)

Purpose

To purchase and redevelop underutilized properties along the Cedar Street Corridor and downtown triangle area.

Activities

New taxable bonds were issued in the amount of \$1.5 Million in August 2016 in an effort to purchase, improve and rehabilitate property along the Cedar Street Corridor and downtown triangle area.

Year 2022 Goals

1. Identify under or inappropriately utilized sites along the Cedar Street Corridor and downtown triangle area and assist in the development of these sites.

Resources Needed

The attached year 2022 budget requests expenditures of \$225,000.

DEPT 903.05 2016 DDA DEVELOPMENT

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-903.05-818.000	CONTRACTUAL SERVICE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
248-903.05-956.000	MISCELLANEOUS	-	-	-	-	-	-	-	-
248-903.05-970.000	CAPITAL OUTLAY	10,500	225,000	21,220	225,000	225,000	225,000	225,000	225,000
248-903.05-993.010	BONDING EXPENSE	-	-	-	-	-	-	-	-
Total		\$ 10,500	\$ 225,000	\$ 21,220	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000

DDA DEVELOPMENT (903.17)

Purpose

To facilitate the construction of the Realize Cedar Project.

Activities

New limited tax bonds were issued in the amount of \$6.75 Million in August 2017 to facilitate the construction of the Realize Cedar Project.

The bulk of the Realize Cedar Construction was finalized in June 2019. Additional projects such as the Cedar Street roundabout and the Delhi Commerce Drive pedestrian crossing signal were added in 2020. As these funds were earmarked for Cedar Street specifically, until the bond funds are expended, projects will be added as identified for the Cedar Street corridor.

Resources Needed

The attached year 2022 budget requests expenditures of \$50,000.

DEPT 903.17 2017 DDA DEVELOPMENT

GL Number	Description	2020 Activity	06/30/2021		YTD As Of 06/30/2021	2021 PROJECTED	2022 REQUESTED	2023 FORECAST	2024 FORECAST
			Amended Budget						
248-903.17-818.000	CONTRACTUAL SERVICE	\$ 418,131	\$ 100,000	\$ 71,787	\$ 112,000	\$ 50,000	\$ 50,000	\$ 50,000	
248-903.17-970.000	CAPITAL OUTLAY	43,711	-	-	35,910	-	-	-	
Total		\$ 461,842	\$ 100,000	\$ 71,787	\$ 147,910	\$ 50,000	\$ 50,000	\$ 50,000	

DDA DEBT SERVICE (394)

Purpose

To account for bond principal and interest due in the current year.

Activities

Expenditures in this activity are for the following bonds:

1. 2016 Refunding bonds issued to replace 2008 DDA bonds maturing from 2019 to 2024.
2. 2016 Development bonds issued to facilitate growth within the DDA District.
3. 2017 Development bonds issued to facilitate the Realize Cedar project.

In compliance with the new State of Michigan Chart of Accounts, the three current DDA debts have been combined into one fund.

Resources Needed

The attached year 2022 budget requests expenditures of \$1,119,700.

DELHI DDA DEBT SERVICE OTHER FINANCING SOURCE

GL Number	Description	2020 Activity	06/30/2021	YTD As Of 06/30/2021	2021	2022	2023	2024
			Amended Budget		PROJECTED	REQUESTED	FORECAST	FORECAST
394-000.00-699.248	TRANS IN FROM DDA	\$ 1,099,844	\$ 1,105,810	\$ 150,730	\$ 1,105,810	\$ 1,119,700	\$ 1,128,630	\$ 1,132,480
Total		1,099,844	1,105,810	150,730	1,105,810	1,119,700	1,128,630	1,132,480

DEBT SERVICE EXPENDITURES

GL Number	Description	2020 Activity	06/30/2021	YTD As Of 06/30/2021	2021	2022	2023	2024
			Amended Budget		PROJECTED	REQUESTED	FORECAST	FORECAST
394-906.00-991.391	PRINC-2016 REF BONDS	\$ 719,840	\$ 733,340	\$ -	\$ 733,340	\$ 760,340	\$ 782,830	\$ 800,830
394-906.00-991.395	PRINC-2016 DEVEL BONDS	65,000	70,000	-	70,000	70,000	70,000	70,000
394-906.00-991.397	PRINC-2017 REALIZE CEDAR BONDS	-	-	-	-	-	-	-
394-906.00-993.395	AGENT FEES-2016 DEVEL BONDS	500	500	-	500	500	500	500
394-906.00-993.397	AGENT FEES-2017 REALIZE CEDAR BONDS	500	500	-	500	500	500	500
394-906.00-994.391	INTER-2016 REF BONDS	60,755	49,240	24,619	49,240	37,510	25,340	12,820
394-906.00-994.395	INTER-2016 DEVEL BONDS	40,706	39,680	19,840	39,680	38,300	36,910	35,280
394-906.00-994.397	INTER-2017 REALIZE CEDAR BONDS	212,544	212,550	106,272	212,550	212,550	212,550	212,550
Total		1,099,844	1,105,810	150,730	1,105,810	1,119,700	1,128,630	1,132,480