

**DELHI CHARTER TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

**Meeting Location – Community Services Center**

**2074 Aurelius Road, Holt, MI**

**Tuesday, November 29, 2016**

**7:00 p.m.**

**AGENDA**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Comments from the Public**

ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME. PERSONS ADDRESSING THE BOARD MUST STATE THEIR NAME AND ADDRESS FOR THE RECORD AND WILL BE GIVEN FOUR (4) MINUTES.

**Set/Adjust Agenda**

**Approval of Minutes: Regular Meeting of October 25, 2016**

**Business**

1. Proposal for Professional Engineering Services, Planning and Construction Services: Cedar Street to Trailhead Park – Hubbell, Roth & Clark, Inc.
2. Resolution No. 2016-006: Adopting Fiscal Year 2017 Downtown Development Authority Budgets

**Late Agenda Item**

3.

**Reports**

4. Executive Director
5. Holt Non-Profit Coalition
6. Farmers Market
7. Marketing Committee
8. Planning Commission
9. Supervisor
10. Treasurer
11. Members

**Limited Comments**

MEMBERS OF THE PUBLIC MAY TAKE THE OPPORTUNITY TO ADDRESS THE BOARD REGARDING ANY ITEM ON THE AGENDA AT THE TIME SUCH ITEM IS OPEN FOR DISCUSSION BY THE BOARD. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME.

**Adjournment**

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2016**

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The Downtown Development Authority met Tuesday, October 25, 2016 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Leighton called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**MEMBERS PRESENT:** Harry Ammon, Kim Cosgrove, Tim Fauser, Brian Houser, David Leighton, Steven L. Marvin

**MEMBERS ABSENT:** C.J. Davis, Nanette Miller, Tonia Olson

**OTHERS PRESENT:** C. Howard Haas, DDA Executive Director; Lori Underhill, Secretary

**PUBLIC COMMENT:** None.

**SET/ADJUST AGENDA**

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There were no adjustments to the agenda.

**APPROVAL OF MINUTES**

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**Fauser moved, Cosgrove supported, to approve the regular meeting minutes of September 27, 2016.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Davis, Miller, Olson

**MOTION CARRIED**

**PUBLIC HEARING – FY 2017 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET**

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**Leighton moved, Ammon supported to open the Public Hearing for the Fiscal Year 2017 Downtown Development Authority Budget.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Davis, Miller, Olson

**MOTION CARRIED**

Public Hearing opened at 7:03 p.m.

There was no public comment.

**Ammon moved, Marvin supported to close the Public Hearing for the Fiscal Year 2017 Downtown Development Authority Budget.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Davis, Miller, Olson

**MOTION CARRIED**

Public Hearing closed at 7:03 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2016**

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**BUSINESS**

**APPROVE FY 2017 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET**

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**Ammon moved, Marvin supported, to approve the Fiscal Year 2017 Delhi Charter Township Downtown Development Authority Budget and to submit it to the Township Board of Trustees for approval.**

Lori Underhill reviewed the long-range planning spreadsheet and indicated only minor changes were made to the budget since the September Board meeting. Executive Director Haas explained that those taxing jurisdictions that did not sign amended revenue sharing agreements would be revisited utilizing an outside public relations firm. It is the hope of Township staff that these entities will realize their continued participation will ultimately earn them more revenue.

A Roll Call Vote was recorded as:

Ayes: Ammon, Cosgrove, Fauser, Houser, Leighton, Marvin

Absent: Davis, Miller, Olson

**MOTION CARRIED**

**APPROVE 2017 BOARD MEETING DATE CALENDAR**

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**Ammon moved, Leighton supported to approve the Delhi Charter Township Downtown Development Authority Board meeting dates for 2017**

A Roll Call Vote was recorded as:

Ayes: Ammon, Cosgrove, Fauser, Houser, Leighton, Marvin

Absent: Davis, Miller, Olson

**MOTION CARRIED**

**REPORTS**

**Executive Director**

Mr. Haas reported that two developers will be submitting designs and proposals for the DDA owned block on Cedar Street.

Mr. Haas has spoken with a number of business owners looking for space in Delhi Township. The Development Agreement between the DDA and New Green World is complete. The company will have 2 shifts of 24 employees each. They will have first right of refusal on an additional adjacent 5 acres to their site on Holloway Drive. Another national company is looking at the balance of the DDA owned 37 acres on Holloway Drive.

The contamination delineation has been completed at 2040 Cedar. Demolition will commence in November.

**Farmers Market**

Lori Underhill reported that the Farmers Market will maintain 9:00 – 2:00 Saturday hours through the winter. A pumpkin decorating contest for kids will be held on October 29<sup>th</sup>.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2016**

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**Holt Non-Profit Coalition**

Ms. Underhill reported that the IRS has requested a few minor changes to the 501(c)(3) application. They have been submitted to the IRS and we await their response.

**Advertising & Marketing Committee**

Mr. Leighton reported that the HoltNow! platform has been launched. It encompasses Our Town, DelHi Neighbor, the RAM Quarterly, and Holt Public Schools Community Education. A social media campaign on Facebook and Twitter was also launched to great results. The Committee is working on refining its goals, focusing on volunteerism in the community via social media.

**Planning Commission**

In the absence of Ms. Olson, there was no report.

**Supervisor**

In the absence of Supervisor Davis, there was no report.

**Treasurer**

Treasurer Cosgrove referred the Board to the long-range spreadsheet for updated debt service obligations through 2035.

**Members**

Mr. Leighton encouraged the Board to read the Ingham County Sheriff's Community Policing Officer's report each month.

**Limited Comments**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:21 p.m.

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Nanette Miller, Secretary

/lau

SUBJECT TO APPROVAL



**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY**  
2045 NORTH CEDAR STREET, SUITE 2  
TELEPHONE (517) 699-3866  
FACSIMILE (517) 699-3878  
www.delhidda.com

November 21, 2016

To: DDA Board Members

From: C. Howard Haas, Executive Director

Re: HRC Proposal for Professional Services – NMT Cedar Street to Holt Rd Trailhead Park

Hubbell, Roth & Clark, Inc. has been working with Delhi Township staff on extending the Non Motorized Trail from the existing trail along Cedar Street to the Trailhead Park on Holt Road. The project will include approximately 1,600 feet of new trail and will roughly follow the path marked on the attached map. HRC has prepared the attached Proposal for Professional Engineering Planning and Construction Services to design the trail and bid the project out for construction. This project will be constructed during the spring of 2017. It is our intention to utilize bond funds to facilitate this project. Tracy Miller, Director of Community Development will be present at our meeting to discuss this project and its importance to the Non Motorized Trail Master Plan.

I therefore offer the following motion:

**RECOMMENDED MOTION:**

**I move to approve the Proposal for Professional Engineering Planning and Construction Services: Cedar Street to Trailhead Park Sidewalk from Hubbell, Roth & Clark, Inc. in the amount of \$20,610.**

**PRINCIPALS**

George E. Hubbell  
Thomas E. Biehl  
Keith D. McCormack  
Nancy M. D. Faught  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Roland N. Alix  
Michael C. MacDonald  
James F. Burton

**SENIOR ASSOCIATES**

Gary J. Tressel  
Randal L. Ford  
William R. Davis  
Dennis J. Benoit  
Robert F. DeFrain  
Thomas D. LaCross  
Albert P. Mickalich  
Timothy H. Sullivan

**ASSOCIATES**

Jonathan E. Booth  
Marvin A. Olane  
Marshall J. Grazioli  
Donna M. Martin  
Charles E. Hart  
Colleen L. Hill-Stramsak  
Bradley W. Shepler  
Karyn M. Stickel  
Jane M. Graham  
Thomas G. Maxwell  
Todd J. Sneathen  
Aaron A. Uranga

**HUBBELL, ROTH & CLARK, INC.**

OFFICE: 555 Hulet Drive  
Bloomfield Hills, MI 48302-0360  
MAILING: PO Box 824  
Bloomfield Hills, MI 48303-0824  
PHONE: 248.454.6300  
FAX: 248.454.6312  
WEBSITE: [www.hrc-engr.com](http://www.hrc-engr.com)  
EMAIL: [info@hrc-engr.com](mailto:info@hrc-engr.com)

October 25, 2016

Delhi Charter Township  
2074 Aurelius Road  
Holt, Michigan 48842

Attn: Ms. Tracy Miller, Director of Community Development

Re: Proposal for Professional Engineering  
Planning and Construction Services  
Cedar Street to Trailhead Park Sidewalk

HRC Job No. 20160548

Dear Ms. Miller:

Hubbell, Roth & Clark, Inc. appreciates the opportunity to provide this proposal for professional engineering services for planning and constructing a sidewalk from Cedar Street to the Trailhead Park. The sidewalk project is approximately 1,600 feet in length and is intended to connect Cedar Street to the Trailhead Park on Holt Road.

**Statement of Understanding**

We understand that the Township would like to construct this sidewalk at the end of 2016 or beginning of 2017. The funding would be provided by the Township with no participation from the County or other entity.

**Project Tasks**

**Task 1 – Schematic Design**

The first step in our proposal includes finalizing the sidewalk route, collecting property data, and determining the most feasible and economical sidewalk construction options. We will prepare as needed specifications to ensure quality construction methods and materials. We will follow up with Ingham County Department of Transportation and Roads over portions of the route and obtain a permit if necessary

**Task 2 – Cost Estimates**

After the schematic design is finalized, a preliminary cost estimate will be developed. The estimate will be inclusive of any potential project impacts that may increase costs. The estimates will include estimated construction costs, engineering fees, required permits, and ROW/easements will all be listed within the estimate.

**Task 3 – Contractor Pricing/Recommendation**

HRC will meet on site and review the proposed route and schematic design with preferred contractors. HRC will answer any questions any provide clarifications for the proposed project. We will solicit price quotes from each of the preferred contractors. HRC will provide a recommendation to the Township of a construction contractor to complete the sidewalk project.

**Task 4 – Construction Engineering-Administration, Survey and Inspection**

HRC will assist the Township by providing necessary construction engineering services during the installation of the sidewalk. We will provide onsite field inspection and construction administration. We propose to provide limited survey to ensure the

project is located within the existing public property and right-of-way. Construction Engineering services are dependent on the contractor and thus may require some additional time.

### **Deliverables**

We anticipate the following deliverables:

- Route map
- Cost estimate
- Schematic Design
- One (1) site meeting with local Construction Contractors
- Pricing and Recommendation for award of construction work
- Construction pay requests

### **Fee**

Based on the above project scope and estimated staff requirements and hours shown on the attached spreadsheet, we propose to perform this project for an estimated time and materials fee of **\$20,610.**

### **Work Not Presently Included in our Scope**

1. Environmental or habitat assessments
2. Topographic Survey
3. MDEQ permitting

### **Schedule**

HRC is prepared to begin immediately upon Township approval and complete construction of the project by no later than March 15.

### **Project Team**

HRC's project team is as follows:


- James Burton – Principal in Charge
- Todd Sneathen – Project Manager
- Miranda Thompson – Lead Engineer
- Roger Crouse – Construction/Field Lead
- Support Services as Necessary

Ms. Tracy Miller  
October 24, 2016  
HRC Job Number 20160548  
Page 3 of 3

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



James F. Burton, P.E.  
Vice President

JFB/t  
Attachment  
Enclosure  
pc: HRC; T. Sneathen, File



**Proposed Costs -Cedar Street to Trailhead Park Sidewalk  
Delhi Charter Township**

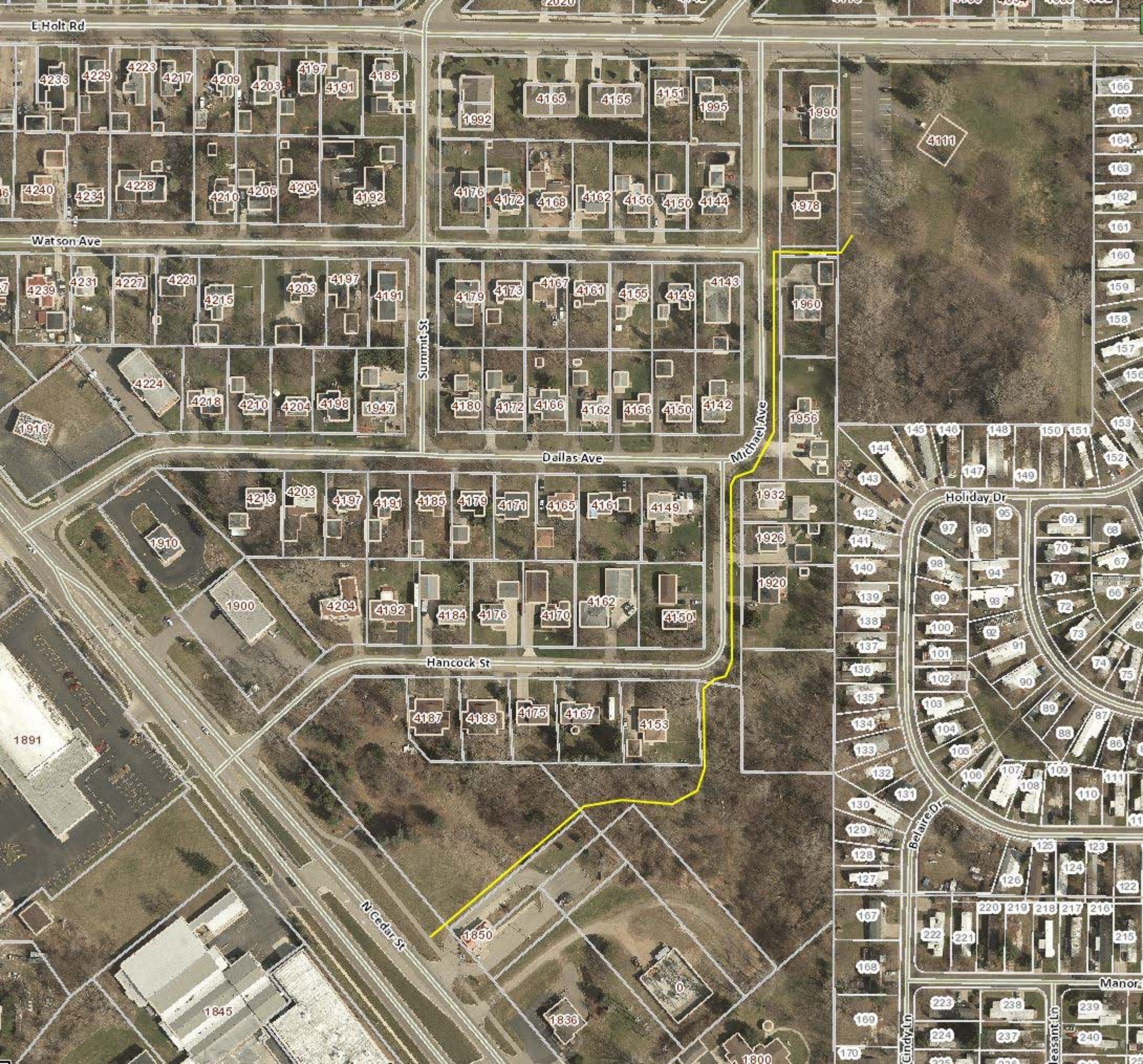
| Task                                | James Burton<br>\$160 |              | Todd Sneathen<br>\$150 |                | Roger Crouse<br>\$120 |                | Miranda Thompson<br>\$110 |                | Support Staff<br>\$90 |                | Total      |                 |
|-------------------------------------|-----------------------|--------------|------------------------|----------------|-----------------------|----------------|---------------------------|----------------|-----------------------|----------------|------------|-----------------|
|                                     | Hours                 | Cost         | Hours                  | Cost           | Hours                 | Cost           | Hours                     | Cost           | Hours                 | Cost           | Hours      | Cost            |
| 1 Schematic Design                  |                       |              |                        |                |                       |                |                           |                |                       |                | 24         | \$2,720         |
| a Finalize Route                    |                       | \$0          |                        | \$0            | 2                     | \$240          | 2                         | \$220          |                       | \$0            | 4          | \$460           |
| b ICRC Permit                       |                       | \$0          | 2                      | \$300          |                       | \$0            | 2                         | \$220          |                       | \$0            | 4          | \$520           |
| c Route Staking and Site Walk       |                       | \$0          |                        | \$0            | 4                     | \$480          | 4                         | \$440          | 2                     | \$180          | 10         | \$1,100         |
| d Finalize Design                   |                       | \$0          |                        | \$0            | 2                     | \$240          | 2                         | \$220          | 2                     | \$180          | 6          | \$640           |
| 2 Cost Estimates                    |                       |              |                        |                |                       |                |                           |                |                       |                | 10         | \$1,220         |
| a Review Estimates                  |                       | \$0          |                        | \$0            | 2                     | \$240          | 2                         | \$220          |                       | \$0            | 4          | \$460           |
| b Finalize Estimates                |                       | \$0          | 2                      | \$300          | 2                     | \$240          | 2                         | \$220          |                       | \$0            | 6          | \$760           |
| 3 Contractor Pricing/Recommendation |                       |              |                        |                |                       |                |                           |                |                       |                | 40         | \$4,760         |
| a Meet with preferred contractors   |                       | \$0          | 2                      | \$300          | 4                     | \$480          | 8                         | \$880          | 2                     | \$180          | 16         | \$1,840         |
| b Respond to question               |                       | \$0          |                        | \$0            | 4                     | \$480          | 4                         | \$440          |                       | \$0            | 8          | \$920           |
| c Review Price Quotes               |                       | \$0          | 2                      | \$300          | 2                     | \$240          | 4                         | \$440          |                       | \$0            | 8          | \$980           |
| d Provide Recommendation            | 2                     | \$320        | 2                      | \$300          |                       | \$0            | 2                         | \$220          | 2                     | \$180          | 8          | \$1,020         |
| 4 Construction Engineering          |                       |              |                        |                |                       |                |                           |                |                       |                | 101        | \$11,910        |
| a Construction Layout               |                       | \$0          | 1                      | \$150          | 8                     | \$960          | 8                         | \$880          | 2                     | \$180          | 19         | \$2,170         |
| b Construction Inspection           |                       | \$0          | 2                      | \$300          | 44                    | \$5,280        | 6                         | \$660          |                       | \$0            | 52         | \$6,240         |
| c Construction Administration       | 2                     | \$320        | 4                      | \$600          | 6                     | \$720          | 12                        | \$1,320        | 6                     | \$540          | 30         | \$3,500         |
| <b>TOTAL</b>                        | <b>4</b>              | <b>\$640</b> | <b>17</b>              | <b>\$2,550</b> | <b>80</b>             | <b>\$9,600</b> | <b>58</b>                 | <b>\$6,380</b> | <b>16</b>             | <b>\$1,440</b> | <b>175</b> | <b>\$20,610</b> |

**Items Not Included in Costs:**  
See Proposal

**Easement Assumptions:**  
See Proposal  
ROW / Easement Appraisals and Title Commitments are not included

**Total HRC Costs \$ 20,610**  
**TOTAL \$ 20,610**







**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY**  
2045 NORTH CEDAR STREET, SUITE 2  
TELEPHONE (517) 699-3866  
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www.delhidda.com

**MEMORANDUM**

Date: November 16, 2016

To: Delhi Township DDA Board of Directors

From: C. Howard Haas, Executive Director

Re: Adoption of Fiscal Year 2017 Budgets

The Fiscal Year 2017 Budget for the DDA has been prepared and its initial review took place at our regular September meeting. This budget was subsequently submitted to the Delhi Township Board of Trustees for a budget workshop held on September 7, 2016. A public hearing was held October 25<sup>th</sup> and the budget was submitted to the Township for approval. The Township approved the budget on November 1, 2016. Therefore, I offer the following recommended motion:

**RECOMMENDED MOTION:**

**I move to adopt Resolution No. 2016-006, a resolution adopting the Fiscal Year ending December 31, 2017 Delhi Charter Township Downtown Development Authority Budgets.**

**DELHI CHARTER TOWNSHIP**  
**DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION NO. 2016-006**

**ADOPTING THE FISCAL YEAR ENDING DECEMBER 31, 2017  
DOWNTOWN DEVELOPMENT AUTHORITY BUDGETS**

At a regular meeting of the Downtown Development Authority of the Charter Township of Delhi, Ingham County, held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 29, 2016, at 7:00 P.M.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**WHEREAS**, Delhi Township Ordinance No. 80 established the Downtown Development Authority pursuant to Act 197, Public Acts of Michigan, 1975; and

**WHEREAS**, Section 10 (b) of Ordinance 80 requires that the Downtown Development Authority Board annually prepare a budget and submit same to the Township on the same date that the proposed budget for the Township is required to be submitted to the Township Board of Trustees; and

**WHEREAS**, the Downtown Development Authority Director submitted its proposed budgets on September 1, 2016 and discussed the DDA Budgets at the Township Budget Workshop held on September 7, 2016; and

**WHEREAS**, the Downtown Development Authority Board made a motion at its regular meeting held October 25, 2016 to submit the 2017 proposed budgets attached hereto as Exhibits A, B, and C to the Township Board for approval; and

**WHEREAS**, the Delhi Charter Township Board of Trustees approved the FY 2016 Downtown Development Authority Budget on November 1, 2016;

**NOW, THEREFORE, BE IT RESOLVED BY THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:**

1. The Downtown Development Authority Board approves the FY 2017 Downtown Development Authority Budget, the DDA 2016 Refunding Bond Debt Service Fund, and the DDA 2008 Bond Debt Service Fund as itemized in the attached Exhibits A, B, and C.
2. This approval is for an "Activity" budget, and approval is made based on the total of the line items in each budget activity.
3. This budget shall be finally adopted by the Downtown Development Authority Board in accordance with the provisions of Michigan Public Act 2 of 1968, as amended, which requires an appropriations act adopting budgets for all Special Revenue Funds and requiring that responsibility for the budget be designated;

4. The Downtown Development Authority Director is designated as responsible for the DDA Budget and is hereby authorized to make budgetary transfers between activity budgets in amounts not to exceed \$10,000 per transfer, with said transfers to be reported to the Board at its next regular meeting. Amendments made by the Downtown Development Authority Board and budget transfers made by the Authority's Director shall be promptly reported to the Township Accounting Department.
5. The Township shall approve subsequent amendments to this budget made by the Downtown Development Authority Board that make a net increase or decrease in 2017 Estimated Use of Fund Balance.
5. The following of accumulated surpluses is approved as outlined in Exhibit A:

**DOWNTOWN DEVELOPMENT AUTHORITY**

|          |                                     |                    |
|----------|-------------------------------------|--------------------|
| 1-1-16   | Fund Balance                        | \$ 1,855,372       |
| 2016     | Projected Revenue & Other Sources   | 7,651,890          |
| 2016     | Projected Expenditures & Other Uses | <u>(6,723,060)</u> |
| 12-31-16 | Projected Fund Balance              | \$ 2,784,202       |
|          |                                     |                    |
| 2017     | Estimated Revenue & Other Sources   | \$ 1,485,080       |
| 2017     | Estimated Expenditures              | <u>(1,986,040)</u> |
| 12-31-17 | Projected Fund Balance              | \$ 2,283,242       |

AYES:

NAYS:

ABSENT:

**RESOLUTION DECLARED ADOPTED: 11/29/16**

\_\_\_\_\_  
Nanette Miller, Downtown Development Authority Secretary

STATE OF MICHIGAN )  
                                  ) ss  
COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Secretary of the Downtown Development Authority for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Downtown Development Authority of said Township at a regular meeting held on the 29th of November, 2016.

\_\_\_\_\_  
Nanette Miller, Downtown Development Authority Secretary

Attachments - Exhibits A, B, and C

**DOWNTOWN DEVELOPMENT AUTHORITY FUND SUMMARY**

| <b>Description</b>                          | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Projected</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|---------------------------|------------------------|
| <b>Revenues</b>                             |                        |                        |                           |                        |
| Property Taxes                              | \$ 2,357,679           | \$ 1,581,150           | \$ 1,532,940              | \$ 1,400,280           |
| Grants                                      | 2,700                  | 2,500                  | 4,800                     | 4,000                  |
| Interest and rentals                        | 36,419                 | 29,330                 | 34,330                    | 34,980                 |
| Intergovernmental                           | -                      | -                      | 1,565,000                 | 30,000                 |
| Other                                       | 13,089                 | 7,820                  | 15,820                    | 15,820                 |
| <b>Total Revenues</b>                       | <b>2,409,887</b>       | <b>1,620,800</b>       | <b>3,152,890</b>          | <b>1,485,080</b>       |
| <b>Expenditures</b>                         |                        |                        |                           |                        |
| Community and Economic Dev                  |                        |                        |                           |                        |
| Administration                              | 98,612                 | 110,320                | 125,260                   | 123,890                |
| Marketing & Promotion                       | 148,004                | 160,450                | 167,840                   | 169,500                |
| Other Functions                             | 203,985                | 202,130                | 221,180                   | 313,290                |
| Infrastructure Projects                     | 15,502                 | 45,000                 | 45,000                    | 50,000                 |
| Capital Outlay                              | 69,649                 | 160,000                | 290,000                   | 220,000                |
| Development Capital Outlay/Improvements     | -                      | -                      | 406,700                   | 320,000                |
| Debt Service                                | 163,487                | 164,190                | 204,790                   | 87,850                 |
| <b>Total Expenditures</b>                   | <b>699,239</b>         | <b>842,090</b>         | <b>1,460,770</b>          | <b>1,284,530</b>       |
| <b>Other Financing Sources (Uses)</b>       |                        |                        |                           |                        |
| Sale of Assets                              | -                      | -                      | -                         | -                      |
| Bond/Loan Proceeds-Refunding                |                        |                        | 4,499,000                 | -                      |
| Payment to Escrow                           |                        |                        | (4,568,790)               | -                      |
| Transfer to DDA Debt Service Funds          | (1,296,640)            | (778,750)              | (693,500)                 | (701,510)              |
| <b>Total Other Financing Sources (Uses)</b> | <b>(1,296,640)</b>     | <b>(778,750)</b>       | <b>(763,290)</b>          | <b>(701,510)</b>       |
| <b>Revenues over (under) expenditures</b>   | <b>414,008</b>         | <b>(40)</b>            | <b>928,830</b>            | <b>(500,960)</b>       |
| <b>Fund Balance, Beginning</b>              | <b>1,441,364</b>       | <b>1,855,372</b>       | <b>1,855,372</b>          | <b>2,784,202</b>       |
| <b>Fund Balance, Ending</b>                 | <b>\$ 1,855,372</b>    | <b>\$ 1,855,332</b>    | <b>\$ 2,784,202</b>       | <b>\$ 2,283,242</b>    |

**DDA 2016 REFUNDING BOND DEBT SERVICE FUND SUMMARY (391)  
2017-2024 (8 YEARS)**

This bond was issued in 2016 to defease the callable portion of the 2008 DDA Bonds. The 2008 Bonds funded the following six projects in the DDA district: reconstruction of Cedar St. from Dallas to Holbrook, infrastructure for Cedar Hts. neighborhood, infrastructure for Delhi NE/Depot St. area, sidewalks and lighting along Holt Rd. from Thorburn to Aspen Lakes, construction of Senior Citizens' Center, and landscaping corner of Holt & Aurelius Rds. The revenue for 90% of the bond payments comes from the Downtown Development authority, with the remaining portion paid by the Sewer Fund.

|   | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Projected</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|---------------------------|------------------------|
| <b>Revenues</b>                             | \$ -                   | \$ -                   | \$ -                      | \$ -                   |
| <b>Expenditures</b>                         |                        |                        |                           |                        |
| Debt Service                                | -                      | -                      | -                         | 92,380                 |
| <b>Total Expenditures</b>                   | -                      | -                      | -                         | <b>92,380</b>          |
| <b>Revenues over (under) expenditures</b>   | -                      | -                      | -                         | <b>(92,380)</b>        |
| <b>Other financing sources (uses)</b>       |                        |                        |                           |                        |
| Transfer from DDA                           | -                      | -                      | -                         | 92,380                 |
| <b>Total other financing sources (uses)</b> | -                      | -                      | -                         | <b>92,380</b>          |
| <b>Fund Balance, Beginning</b>              | -                      | -                      | -                         | -                      |
| <b>Fund Balance, Ending</b>                 | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ -</u>               | <u>\$ -</u>            |



**DDA 2008 BOND DEBT SERVICE FUND SUMMARY (392)  
2008-2018**

This bond was issued in 2008 to fund the following six projects in the DDA district: reconstruction of Cedar St. from Dallas to Holbrook, infrastructure for Cedar Hts. neighborhood, infrastructure for Delhi NE/Depot St. area, sidewalks and lighting along Holt Rd. from Thorburn to Aspen Lakes, construction of Senior Citizens' Center, and landscaping corner of Holt & Aurelius Rds. The revenue for 90% of the bond payments comes from the Downtown Development authority, with the remaining portion paid by the Sewer Fund.

The original maturity of the bond series was 2024. In 2016 the bonds maturing from 2019 through 2024 were called.

|   | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Projected</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|---------------------------|------------------------|
| <b>Revenues</b>                             | \$ -                   | \$ -                   | \$ -                      | \$ -                   |
| <b>Expenditures</b>                         |                        |                        |                           |                        |
| Debt Service                                | 766,258                | 778,750                | 693,500                   | 609,130                |
| <b>Total Expenditures</b>                   | <b>766,258</b>         | <b>778,750</b>         | <b>693,500</b>            | <b>609,130</b>         |
| <b>Revenues over (under) expenditures</b>   | <b>(766,258)</b>       | <b>(778,750)</b>       | <b>(693,500)</b>          | <b>(609,130)</b>       |
| <b>Other financing sources (uses)</b>       |                        |                        |                           |                        |
| Transfer from DDA                           | 766,258                | 778,750                | 693,500                   | 609,130                |
| <b>Total other financing sources (uses)</b> | <b>766,258</b>         | <b>778,750</b>         | <b>693,500</b>            | <b>609,130</b>         |
| <b>Fund Balance, Beginning</b>              | -                      | -                      | -                         | -                      |
| <b>Fund Balance, Ending</b>                 | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>               | <b>\$ -</b>            |