

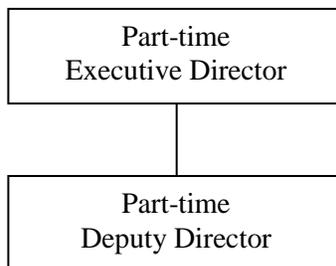
Delhi Downtown Development Authority (248)

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 eight departments in the DDA. They are:

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



Staffing Levels			
	2018	2019	2020
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	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Revenues				
Property Taxes	\$ 1,623,300	\$ 1,497,800	\$ 1,502,800	\$ 1,497,800
Grants	3,000	304,000	304,000	-
Interest and rentals	133,024	21,000	51,000	21,000
Intergovernmental	-	480,000	480,000	-
Other	4,056	16,500	11,420	11,420
Total Revenues	1,763,380	2,319,300	2,349,220	1,530,220
Expenditures				
Community and Economic Dev				
Administration	127,722	137,130	137,860	138,990
Marketing & Promotion	169,491	174,760	183,150	181,790
Other Functions	166,311	170,080	166,630	165,540
Infrastructure Projects	12,264	40,000	59,604	40,000
Capital Outlay	319,539	990,000	1,345,920	135,000
Development Capital Outlay/Improvements	5,546,697	1,125,000	1,496,620	225,000
Debt Service	89,325	-	-	-
Total Expenditures	6,431,349	2,636,970	3,389,784	886,320
Other Financing Sources (Uses)				
Sale of Assets	30,920	-	45,000	-
Transfer to DDA Debt Service Funds	(1,010,677)	(1,094,140)	(1,094,140)	(1,099,870)
Total Other Financing Sources (Uses)	(979,757)	(1,094,140)	(1,049,140)	(1,099,870)
Revenues over (under) expenditures	(5,647,726)	(1,411,810)	(2,089,704)	(455,970)
Fund Balance, Beginning	9,472,122	3,824,396	3,824,396	1,734,692
Fund Balance, Ending	\$ 3,824,396	\$ 2,412,586	\$ 1,734,692	\$ 1,278,722

DDA Revenue

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
248-000.00-403.005	CURR PROP TAXES-AD VAL.	\$ 1,585,884	\$ 1,466,800		\$ 1,279,848	\$ 1,466,800	\$ 1,466,800
248-000.00-404.005	IFT/CFT CAPTURED TAX REV	21,451	23,000		14,057	23,000	23,000
248-000.00-445.000	DELQ TAX	13,034	7,000		8,230	12,000	7,000
248-000.00-445.005	DELINQT INTER & PENALTY	2,929	1,000		307	1,000	1,000
248-000.00-570.000	STATE GRANTS	3,000	304,000		-	304,000	-
248-000.00-581.000	INTERGOVERNMENTAL REV	-	480,000		480,000	480,000	-
248-000.00-664.000	INTEREST	125,583	10,000		26,257	40,000	10,000
248-000.00-670.010	RENT-FARMERS MARKET	7,442	11,000		4,438	11,000	11,000
248-000.00-672.040	GREASE LOAN	-	-		1,960	3,920	3,920
248-000.00-673.000	SALE OF FIXED ASSETS	30,920	-		45,000	45,000	-
248-000.00-686.643	REIMB FROM LSR FUND	-	-		-	-	-
248-000.00-687.000	REFUNDS/REBATE/REIMB	-	2,500		2,222	2,500	2,500
248-000.00-694.000	MISCELLANEOUS REVENUE	4,056	14,000		1,353	5,000	5,000
Total		\$ 1,794,300	\$ 2,319,300		\$ 1,863,673	\$ 2,394,220	\$ 1,530,220

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, and building maintenance.

Year 2020 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 2020 budget requests expenditures of \$138,990.

DEPT 728.00 DDA ADMINISTRATION

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
248-728.00-703.005	PART TIME HELP	\$ 76,170	\$ 79,290	\$ 37,855	\$ 79,290	\$ 80,970	
248-728.00-715.000	SOCIAL SECURITY/MEDICARE	1,104	1,150	549	1,150	1,180	
248-728.00-718.000	PENSION CONTRIBUTION	2,285	2,380	1,136	2,380	2,430	
248-728.00-724.000	WORKERS COMP	200	360	116	360	370	
248-728.00-726.000	OFFICE SUPPLIES	3,760	1,200	252	1,200	1,200	
248-728.00-801.000	LEGAL FEES	17,245	20,000	8,505	20,000	20,000	
248-728.00-802.005	DUES AND SUBSCRIPTIONS	1,279	1,470	545	1,470	1,470	
248-728.00-803.000	POSTAGE	59	150	3	100	100	
248-728.00-807.000	AUDIT FEES	2,651	2,730	2,567	3,010	2,870	
248-728.00-818.000	CONTRACTUAL SERVICES	16,964	20,000	9,780	20,000	20,000	
248-728.00-853.000	TELEPHONE/COMMUNICATIO	1,964	1,900	1,006	2,000	2,000	
248-728.00-870.000	MILEAGE	529	400	-	500	500	
248-728.00-902.005	PRINTING AND PUBLISHING	82	300	-	100	100	
248-728.00-910.000	INSURANCE & BONDS	3,070	3,800	3,379	3,800	3,800	
248-728.00-956.000	MISCELLANEOUS	359	1,000	974	1,500	1,000	
248-728.00-960.000	EDUCATION & TRAINING	-	1,000	-	1,000	1,000	
248-728.00-970.000	CAPITAL OUTLAY	-	-	-	-	-	
Total		\$ 127,722	\$ 137,130	\$ 66,666	\$ 137,860	\$ 138,990	

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 2020 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

Resources Needed

The attached year 2020 budget requests expenditures of \$181,790.

DEPT 729.00 DDA MARKETING & PROMOTION

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
248-729.00-703.005	PART TIME HELP	\$ 43,751	\$ 44,180	\$ 21,427	\$ 44,540	\$ 47,900	
248-729.00-715.000	SOCIAL SECURITY/MEDICARE	3,347	3,380	1,639	3,410	3,670	
248-729.00-724.000	WORKERS COMP INSUR	215	200	125	200	220	
248-729.00-884.000	DDA ADVERTISING	94,759	96,000	40,790	96,000	96,000	
248-729.00-888.000	FARMERS MARKET	15,230	13,000	10,059	18,000	13,000	
248-729.00-888.002	DOUBLE UP BUCKS	2,154	4,000	438	3,000	3,000	
248-729.00-956.000	MISCELLANEOUS	10,035	14,000	7,352	18,000	18,000	
Total		\$ 169,491	\$ 174,760	\$ 81,830	\$ 183,150	\$ 181,790	

DDA INFRASTRUCTURE (731)

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 2020 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.

Resources Needed

The attached year 2020 budget requests expenditures of \$40,000.

DEPT 731.00 DDA INFRASTRUCTURE PROJECTS

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
				Amended Budget			
248-731.00-933.000	STREETSCAPE REPR & MAIN	\$ 2,600	\$ 10,000	\$ 2,308	\$ 10,000	\$ 10,000	
248-731.00-933.010	SIDEWALK REPAIR & MAINT	-	-	-	-	-	
248-731.00-956.000	MISCELLANEOUS	4,989	5,000	-	5,000	5,000	
248-731.00-974.010	NON-MOTORIZED PATHWAYS	4,675	25,000	-	25,000	25,000	
248-731.00-978.010	GREASE TRAP LOAN-CHARLA	-	-	19,604	19,604	-	
Total		\$ 12,264	\$ 40,000	\$ 21,912	\$ 59,604	\$ 40,000	

DDA OTHER FUNCTIONS (850)

Purpose

To account for DDA building and equipment maintenance, utility payments.

Activities

Expenditures in this activity are for DDA property maintenance and projects, utility payments, and tax adjustments.

Year 2020 Goals

1. Provide for on-going maintenance within the DDA District.
2. Provide bond payments for the Non-Motorized Trail.

Resources Needed

The attached year 2020 budget requests expenditures of \$165,540.

DEPT 850.00 OTHER FUNCTIONS

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019	2020
			Amended Budget	PROJECTED		REQUESTED	
248-850.00-818.000	CONTRACTUAL SERVICES	\$ 10,010	\$ 8,500	\$ 2,317	\$ 5,600	\$ 6,600	
248-850.00-921.030	UTILITIES - WATER	1,259	1,200	479	1,200	1,200	
248-850.00-921.035	UTILITIES - SEWER	917	1,200	761	1,200	1,200	
248-850.00-921.040	UTILITIES - ELECTRIC	12,680	9,000	2,299	8,000	8,000	
248-850.00-921.045	UTILITIES - GAS	5,336	3,550	2,158	4,000	4,000	
248-850.00-930.000	BUILDING MAINTENANCE & R	38	2,000	26	2,000	2,000	
248-850.00-956.000	MISCELLANEOUS	-	-	-	-	-	
248-850.00-964.000	TAX ADJUSTMENTS TO COUN	-	10,000	-	10,000	10,000	
248-850.00-967.025	DDA PROPERTIES-DRAIN/TAX	19,351	20,000	-	20,000	20,000	
248-850.00-969.016	COMMUNITY AND ECON DEVE	116,720	114,630	7,315	114,630	112,540	
Total		\$ 166,311	\$ 170,080	\$ 15,355	\$ 166,630	\$ 165,540	

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 2020 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 2020 budget requests expenditures of \$135,000.

DEPT 903.00 CAPITAL OUTLAY-DDA

GL Number	Description	2018 Activity	06/30/2019		2019 PROJECTED	2020 REQUESTED
			Amended Budget	YTD As Of 06/30/2019		
248-903.00-971.000	CAPITAL OUTLAY-LAND	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
248-903.00-971.010	LAND HELD FOR RESALE	206,501	-	-	-	-
248-903.00-971.134	FARMERS MARKET-2150 CEDAR	-	10,000	-	-	10,000
248-903.00-971.137	ESKER LANDING PARK	113,038	880,000	465,726	1,345,920	25,000
Total		\$ 319,539	\$ 990,000	\$ 465,726	\$ 1,345,920	\$ 135,000

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 2020 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 2020 budget requests expenditures of \$225,000.

DEPT 903.05 2016 DDA DEVELOPMENT

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
248-903.05-818.000	CONTRACTUAL SERVICES	\$ 22,459	\$ -	\$ -	\$ -	\$ -	
248-903.05-956.000	MISCELLANEOUS	1,470	-	-	-	-	
248-903.05-970.000	CAPITAL OUTLAY	283,452	225,000	-	225,000	225,000	
Total		\$ 307,381	\$ 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 Realize Cedar Construction was finalized in June 2019.

Resources Needed

The attached year 2020 budget requests expenditures of \$0.

DEPT 903.17 2017 DDA DEVELOPMENT

GL Number	Description	2018 Activity	06/30/2019	YTD As Of 06/30/2019	2019	2020
			Amended Budget		PROJECTED	REQUESTED
248-903.17-818.000	CONTRACTUAL SERVICES	\$ 5,239,317	\$ 900,000	\$ 648,826	\$ 1,271,620	\$ -
248-903.17-970.000	CAPITAL OUTLAY	-	-	-	-	-
Total		\$ 5,239,317	\$ 900,000	\$ 648,826	\$ 1,271,620	\$ -

DDA DEBT SERVICE (905)

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.

Resources Needed

The attached year 2020 budget requests expenditures of \$1,099,870.

DEPT 905.00 DEBT SERVICE

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
248-905.00-991.300	PRINCIPAL PAYMT-2003 DDA BC	\$ 85,000	\$ -		\$ -	\$ -	\$ -
248-905.00-995.300	INTEREST PAYMT-2003 DDA BOI	3,825	-		-	-	-
248-905.00-999.000	PAYING AGENT FEES	500	-		-	-	-
248-905.00-999.220	TRANSFER OUT-392 2008 DDA B	617,623	-		-	-	-
248-905.00-999.391	TRANS OUT-2016 DDA REF BONI	71,984	773,850		35,992	773,850	780,610
248-905.00-999.395	TRANS OUT-2016 DDA DEV BON	108,026	107,240		20,867	107,240	106,210
248-905.00-999.397	TRANS OUT-2017 DDA REALIZE (213,044	213,050		106,272	213,050	213,050
Total		\$ 1,100,001	\$ 1,094,140		\$ 163,130	\$ 1,094,140	\$ 1,099,870

**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.

	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Debt Service	<u>71,984</u>	<u>773,850</u>	<u>773,850</u>	<u>780,610</u>
Total Expenditures	71,984	773,850	773,850	780,610
Revenues over (under) expenditures	(71,984)	(773,850)	(773,850)	(780,610)
Other financing sources (uses)				
Transfer from DDA	<u>71,981</u>	<u>773,850</u>	<u>773,850</u>	<u>780,610</u>
Total other financing sources (uses)	71,981	773,850	773,850	780,610
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2016 DDA REFUNDING BOND REVENUE

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
391-000.00-699.065	TRANSFER IN FROM DELHI DDA	\$ 71,984	\$ 773,850		\$ 35,992	\$ 773,850	\$ 780,610
Total		\$ 71,984	\$ 773,850		\$ 35,992	\$ 773,850	\$ 780,610

2016 DDA REFUNDING DEBT SERVICE

GL Number	Description	2018 Activity	06/30/2019		YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
			Amended Budget				
391-905.00-991.000	PRINCIPAL	\$ -	\$ 701,850		\$ -	\$ 701,850	\$ 719,850
391-905.00-995.000	INTEREST	71,984	72,000		35,992	72,000	60,760
Total		\$ 71,984	\$ 773,850		\$ 35,992	\$ 773,850	\$ 780,610

**2016 DDA DEVELOPMENT BOND DEBT SERVICE FUND SUMMARY (395)
2017-2035 (19 YEARS)**

This bond was issued in 2016 to fund various improvements to land, buildings, and infrastructure. The revenue for bond payments will come from DDA captured tax revenue.

	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Debt Service	<u>108,026</u>	<u>107,240</u>	<u>107,240</u>	<u>106,210</u>
Total Expenditures	108,026	107,240	107,240	106,210
Revenues over (under) expenditures	(108,026)	(107,240)	(107,240)	(106,210)
Other financing sources (uses)				
Transfer from DDA	<u>108,026</u>	<u>107,240</u>	<u>107,240</u>	<u>106,210</u>
Total other financing sources (uses)	108,026	107,240	107,240	106,210
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2016 DDA DEVELOPMENT BOND REVENUE

GL Number	Description	06/30/2019				
		2018 Activity	Amended Budget	YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
395-000.00-581.000	INTERGOVERNMENTAL REV	\$ -	\$ -	\$ -	\$ -	\$ -
395-000.00-699.065	TRANS IN FROM DELHI DDA	108,026	107,240	20,867	107,240	106,210
Total		\$ 108,026	\$ 107,240	\$ 20,867	\$ 107,240	\$ 106,210

2016 DDA DEVELOPMENT DEBT SERVICE

GL Number	Description	06/30/2019				
		2018 Activity	Amended Budget	YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
395-905.00-991.000	PRINCIPAL	\$ 65,000	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
395-905.00-995.000	INTEREST	42,526	41,740	20,867	41,740	40,710
395-905.00-999.000	PAYING AGENT FEES	500	500	-	500	500
Total		\$ 108,026	\$ 107,240	\$ 20,867	\$ 107,240	\$ 106,210

2017 DDA DEVELOPMENT BOND DEBT SERVICE FUND SUMMARY (397)
2017-2035 (19 years)

This bond was issued in 2017 to fund the implementation of the Realize Cedar Project. The revenue for bond payments will come from DDA captured tax revenue.

	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Debt Service	<u>213,044</u>	<u>213,050</u>	<u>213,050</u>	<u>213,050</u>
Total Expenditures	213,044	213,050	213,050	213,050
Revenues over (under) expenditures	(213,044)	(213,050)	(213,050)	(213,050)
Other financing sources (uses)				
Transfer from DDA	<u>213,044</u>	<u>213,050</u>	<u>213,050</u>	<u>213,050</u>
Total other financing sources (uses)	213,044	213,050	213,050	213,050
Fund Balance, Beginning	-	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

REALIZE CEDAR REVENUE

GL Number	Description	06/30/2019				
		2018 Activity	Amended Budget	YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
397-000.00-699.065	TRANS IN FROM DELHI DDA	\$ 213,044	\$ 213,050	\$ 106,272	\$ 213,050	\$ 213,050
Total		\$ 213,044	\$ 213,050	\$ 106,272	\$ 213,050	\$ 213,050

REALIZE CEDAR DEBT SERVICE

GL Number	Description	06/30/2019				
		2018 Activity	Amended Budget	YTD As Of 06/30/2019	2019 PROJECTED	2020 REQUESTED
397-905.00-991.000	PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -
397-905.00-995.000	INTEREST	212,544	212,550	106,272	212,550	212,550
397-905.00-999.000	PAYING AGENT FEES	500	500	-	500	500
Total		\$ 213,044	\$ 213,050	\$ 106,272	\$ 213,050	\$ 213,050