CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JUNE 1, 2020

AGENDA

Council Chambers	Public Hearing	8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

A. ROLL CALL

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

1. DDA Proposed Budget 2020-2021

D. PUBLIC HEARING

Public Comment may be sent to: publiccomment@burtonmi.gov

1. Public Hearing on Proposed Budget for DDA Fiscal Year 2020-2021.

E. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton Downtown Development Authority. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.
Public Comment may be sent to publiccomment@burtonmi.gov

F. BOARD RECOMMENDATION AND/OR ACTION

1. Approve and authorize the tax millage levy of 1.8673 for the Downtown Development Authority District for the 2020-2021 fiscal year.

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, JUNE 15, 2020 @ 8:30 AM.

DDA Proposed Budget 2020-2021

ATTACHMENTS:

- DDA Budget Letter 2020-21 (PDF)
- DDA Proposed Budget 2020-21(PDF)

City of Burton
4303 SOUTH CENTER ROAD • BURTON, MI 48519
PHONE (810) 743-1500 • FAX (810) 743-5060 • www.burtonmi.gov

DUANE HASKINS
Mayor

April 1, 2020

Mr. Joseph S. Richvalsky
Burton Downtown Development Authority
G-4387 S. Saginaw Street
Burton, MI 48529

Dear Joey,

Once again, it is that time of year to see that the following items are accomplished in order to provide the 2020-21 DDA budget proposal:

1) Determine priorities for the DDA for the upcoming year.
2) Hold a meeting for the DDA (April) to propose the 2020-21 DDA budget and also set a DDA budget public hearing no earlier than 15 days from this meeting.
3) Publish notice of the public hearing date at least 7 days prior to the hearing date.
4) Hold the public hearing and adopt the budget.
5) Submit the proposed 2020-21 DDA budget to the Mayor and City Council for approval no later than May 15, 2020.

I have attached a tentative format of the proposed budget for your review and completion. Anticipated revenue is $38,400. Total expenditures (appropriations) exceeding this amount would reduce your fund balance. If you provide me with any changes you would like to these figures, I can provide you an updated budget document for approval at your meeting.

Please call me if you have any questions.

Sincerely,

Karen L. Moffitt
Controller

cc: Mayor Duane Haskins
Steve Coates

Attachment: DDA Budget Letter 2020-21 (4790 : DDA Proposed Budget 2020-21)

BUDGET REPORT FOR CITY OF BURTON
Fund: 5013 DOWNTOWN DEVELOPMENT AUTHORITY
Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 DEPT REQUESTED BUDGET
ESTIMATED REVENUES							
Dept 0000							
5013-0000-403.0000	CURRENT TAX REVENUE	33,266	34,500	34,500	30,889	34,500	35,400
5013-0000-404.0000	TAX CHARGEBACKS	(225)					
5013-0000-407.0000	DELINQUENT PERSONAL TAXES	3	100	100		100	
5013-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STA		800	800		800	
5013-0000-666.0000	INVESTMENT INTEREST	3,347	500	500	2,538	500	3,000
5013-0000-669.0000	INVESTMENT GAINS AND LOSSES	797					
Totals for dept 0000 -		37,188	35,900	35,900	33,427	35,900	38,400
TOTAL ESTIMATED REVENUES		37,188	35,900	35,900	33,427	35,900	38,400
APPROPRIATIONS							
Dept 0000							
5013-0000-757.0000	OPERATING EXPENDITURES	78	500	500	77	500	500
5013-0000-808.0000	AUDIT & OTHER PROFESSIONAL SERVICE	383	500	500	377	500	500
5013-0000-818.0001	SAGINAW ST CORRIDOR	1,210	10,000	10,000		10,000	10,000
5013-0000-826.0000	LEGAL		500	500		500	500
5013-0000-879.0000	PUBLIC RELATIONS	625	1,000	1,000	600	1,000	1,000
5013-0000-880.0000	COMMUNITY DECORATIONS	6,341	10,000	8,000	314	8,000	8,000
5013-0000-938.0000	LANDSCAPE/MAINTENANCE	1,270	3,400	3,400	54	3,400	3,400
5013-0000-956.0000	MISCELLANEOUS	482	2,000	2,000		2,000	2,000
5013-0000-999.1001	TRANSFER TO GENERAL FUND			2,000	2,000	2,000	2,000
5013-0000-999.2007	TRANSFER TO POLICE FUND	5,000	5,000	5,000	5,000	5,000	5,000
5013-0000-999.4001	TRANSFER TO CAPITAL IMPROV.	3,000	3,000	3,000	3,000	3,000	3,000
Totals for dept 0000 -		18,389	35,900	35,900	11,422	35,900	35,900
TOTAL APPROPRIATIONS		18,389	35,900	35,900	11,422	35,900	35,900
NET OF REVENUES/APPROPRIATIONS - FUND 5013		18,799			22,005		2,500
	BEGINNING FUND BALANCE	188,778	207,577	207,577	207,577	207,577	207,577
	ENDING FUND BALANCE	207,577	207,577	207,577	229,582	207,577	210,077

Attachment: DDA Proposed Budget 2020-21 (4790 : DDA Proposed Budget 2020-21)

Public Hearing on Proposed Budget for DDA Fiscal Year 2020-2021.

Approve and authorize the tax millage levy of 1.8673 for the Downtown Development Authority District for the 2020-2021 fiscal year.