

**DOWNTOWN DEVELOPMENT AUTHORITY  
FINANCE COMMITTEE  
Monday, April 12, 2021  
9:30 am**

The Downtown Development Authority Finance Committee Meeting will not be held at the Governmental Center. The Downtown Development Authority Finance Committee Meeting will be conducted remotely via Zoom.

The Downtown Development Authority Finance Committee Meeting can be viewed at:

<https://us02web.zoom.us/j/85953363966>

Anyone wishing to listen and give public comment will need to call in and wait in a "virtual waiting room" where their microphones will be muted until they are called upon:

**Dial: 1 646 558 8656**

**Meeting ID: 859 5336 3966**

**Participant ID: # (yes just #)**

Posted and Published

*Thursday, April 8, 2021*

The DDA recognizes the importance of not bringing people together unnecessarily in an effort to stop the spread of the coronavirus. The Governmental Center has been closed to walk-in traffic and will be closed for all DDA meetings for the foreseeable future. Members of the DDA will not be present in the Governmental Center for official DDA meetings.

This meeting is being conducted remotely to assist in stopping the spread of the coronavirus. Individuals with disabilities may participate in the meeting by calling-in to the number as though they were going to be giving public comment as outlined below or by calling the TDD#.

For members of the DDA and key DDA staff, their name will appear on screen when they are speaking. For individuals who may wish to give public comment, the method for providing public comment during these remote-participation meetings is to call the number outlined in the header as well as enter the Meeting ID and Passcode as outlined in the header.

Callers wishing to give public comment may call in before the meeting starts and wait in a "virtual waiting room." These instructions will be included in every official published agenda of the DDA. Those calling in will be able to hear the audio of the DDA Finance Committee, yet their microphone will be muted.

When the DDA Finance Committee accepts public comment, in the order calls were received, the meeting facilitator will identify the caller by the last

four digits of their telephone number and ask them if they would like to make a comment.

While not required, but so we do not have to go through an unnecessarily long list of callers, we ask, if possible, that those who do not wish to give public comment refrain from calling in and instead listen to the meeting.

The DDA CEO has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the DDA office.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the DDA CEO

The DDA is committed to a dialog that is constructive, respectful and civil. We ask that all individuals interacting verbally or in writing with the DDA honor these values.

DDA:  
c/o Jean Derenzy, CEO  
(231) 922-2050  
Email: [jean@downtowntc.com](mailto:jean@downtowntc.com)  
Web: [www.downtowntc.com](http://www.downtowntc.com)  
303 East State Street, Suite C.  
Traverse City, MI 49684

Information and minutes are available from the DDA CEO, 303 East State Street, Suite C, Traverse City, MI 49684, (231) 922-2050. If you are planning to attend the meeting and are handicapped requiring special assistance; please notify the DDA CEO as soon as possible. Any interested person or group may address the DDA Board on any agenda item when recognized by the presiding officer or upon request of any DDA Board member. Also, any interested person or group may address the DDA Board on any matter concerning the DDA not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the DDA Board.



**Downtown Development Authority  
Finance Committee**

**AGENDA**

1. Opening Public Comment
2. Approval of March 8, 2021 Minutes
3. Discussion: 2021/2022 Budget
4. Other Business
5. Closing Public Comment
6. Adjournment

**Minutes**  
**Traverse City Downtown Development Authority**  
**Finance Committee**  
9:30am  
March 8, 2021  
Virtual Zoom Meeting

Scott Hardy called the meeting to order at 9:32 am

Present: Scott Hardy, Damion Lockhart, Richard Lewis, Gabe Schneider, Steve Constantin

Attendees: Jean Derenzy, Harry Burkholder

**Opening Public Comment:** None

**Approval of Minutes of February 8, 2021:** *MOVED* by Hardy seconded by Lewis to approve minutes of February 8, 2020. **APPROVED** unanimously.

**Discussion – Building 2021/2022 Budget.** Derenzy provided overview of draft 2021/2022 budget. Committee members discussed the intent and merits of the retail incubator and well as other components of the proposed budget and projects.

**Participation in Streetscapes – Honor State Bank:** *MOVED* by Constantin seconded by Hardy to approve to enter into an agreement with Honjor State Bank to pay for one-half of the streetscape for a cost not to exceed \$44,729. **APPROVED** unanimously.

**Other Business:** None.

**Closing Public Comment:** None.

**Adjournment:** *MOVED* by Constantin seconded by Lewis to adjourn the meeting **APPROVED** unanimously.

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Scott Hardy, Chair



Downtown Development Authority  
303 E. State Street  
Traverse City, MI 49684  
jean@downtowntc.com  
231-922-2050

## MEMORANDUM

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To: Finance Committee  
From: Jean Derenzy, CEO  
Date: April 8, 2021  
Re: 2021/2022 budget

This is the second review of the 2021/2022 budget the finance committee wanted to review the Capital Improvement Plan (CIP) based on my recommended budget. The other piece that I continue to discuss is the remaining duration of TIF 97 expiring in 2028.

The DDA Board will be reviewing my recommended budget at the April 16<sup>th</sup> meeting and scheduling the public hearing for the May 21<sup>st</sup> meeting. I will be presenting the budget to the City Commission in the month of May.

Attached for discuss are the following budgets:

- TIF 97
- Old Town
- DDA General
- Parking
- Arts Commission

TIF 97: There has been growth within the District with significant projects completed in 2020 with the taxable value **projected** increase up from \$140,818,072 to \$155,687,150 (10% increase). Revenue again projected would be \$3,108,422.

For TIF 97 there is significant work that will be occurring next year which the Board has been preparing for but with new considerations to achieve our vision for a Downtown for everyone and encourage diversity, inclusivity.

As discussed last month, the CIP starts the budget discussion and is a guideline to build your TIF budgets. The CIP that was approved in December is attached and is the basis for my recommended budget.

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Projects that I am asking to begin the discussion for this budget are:

**Under professional services:**

- A. I am proposing to budget for a “retail incubator”. This is available with the DDA legislation to help start-up businesses in the Downtown area. As discussed at our last meeting, other communities that I have looked at in Michigan: Grand Rapids, Ann Arbor, and Sparta, outside of Michigan, I have investigated Portland Oregon and Miamisburg, Ohio.

As we begin to cautiously exit the pandemic, it is important to provide the opportunity for people wanting to start or expand their business, and to assist them in getting off to a good start and become self-sufficient and successful within our Downtown. I am suggesting to work with Traverse Connect (I have had preliminary discussions with Warren Call) to look at outreach, policy, guidelines etc. This would certainly take time to organize, but the key is to start the investigation on feasibility.

- B. Continuing with our community police officer remains high for me and the Chief, and we may consider increasing this eventually to full-time cost.
- C. Maintenance and Repair: Recommendation is to increase this line item, as staff reviews the needs of repairing and cleaning. It is important to put the more heavily utilized infrastructure at the top of the needs list (cleaning, repairs, etc.), to keep our Downtown fresh, clean and looking cared for.

**Public Infrastructure:** This will be a busy year for construction for public infrastructure, with the long-anticipated bridges moving forward.

- A. The tree canopy is moving forward with anticipated tree plantings occurring next budget year. As reported previously, there are significant trees that need to be replaced and we will work with the Davey report that is forthcoming and then implemented next year.
- B. I anticipate having a unified plan for the Lower Boardman ready for approval (by DDA, City Planning and City Commission) in the Fall, and possible implementable pieces from the Plan that could start next fiscal year.
- C. Stormwater management has been a goal of the DDA, and with the AECOM study we can start working to implement pieces of that report.
- D. The Farmer’s Market is a line item that I am recommending that we work to identify within the Lower Boardman River Plan. This would be an added component of the work that SmithGroup is doing currently for the Lower Boardman.
- E. State Street: This is a study that I am recommending based on the success of having State Street two-way, slowing the traffic and being utilized, as a

Finance Committee  
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downtown street and one that is pedestrian friendly and retail/business friendly. This is only a study to determine the feasibility and costs associated with such a conversation.

- F. Streetscapes will remain important as new development continues within the District leading to the overall connection of walkability, sidewalk cafes and the larger dynamic of a healthy thriving Downtown.
- G. It is also important to look at the future long-term goals of the West End Parking Structure, and financing of that structure. Timing, coordination with other projects, needs to be discussed to determine best approaches.

**Old Town TIF:** This District continues to see growth and opportunity. The projected increase up from \$63,521,554 to \$68,412,780 (7.7% increase). Projected revenue is \$565,959.

Other public infrastructure for this year, we are looking at the Midtown Riverwalk which was put in over 10 years ago. This may not require a full replacement. The cost is conservative and we will work to determine with the Lower Boardman Unified Plan and with the public to determine best approaches for this Riverwalk.

**DDA General Fund:** The larger pieces for the DDA General will be:

- Continuing with the Traverse Connect contract. This remains a critical piece for the Downtown to continue including
  - bringing office workers back to the Downtown
  - Identifying new offices to make Downtown their new home
  - As they are the organization leading Economic Diversity, it is important to ensure that we are at the table for discussion.
- Planning for the future. 2021/2022 I am recommending that the Board and staff work to determine a possible new structure for the DDA, which includes different mechanisms/tools including TIF, business plan, market analysis, trend analysis etc. Viewing other best practices throughout the United States and what the DDA could improve upon for our community in the 21<sup>st</sup> century.
- Conferences and Membership. The newest membership I am recommending is to be part of the International Downtown Association -- connecting our Downtown internationally. This is also the year that we connect with other communities through conferences to network; if it is determined safe.

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**Parking:**

The parking budget has seen significant reduction in revenue with the loss of office workers Downtown. Our projections are in the fourth quarter of 2021 office workers will be back with new additional offices being brought Downtown.

Attached is the CIP which we will begin working on identifying projects as it relates to revenue projections. There will be projects that will not be recommended in this upcoming fiscal year. At this time with the CIP the expenditures are approximately \$1,000,000 over the revenue projections.

Again, this budget will be brought before the finance committee to work through the budget to present to the DDA in April.

I look forward to discussing this upcoming budget with the Committee.



City of Traverse City, Michigan  
 DDA COMPONENT UNIT  
 TAX INCREMENT FINANCING 97 FUND  
 For the Budget Year 2021-22 (April 8 Draft)

	FY 19/20 Actual	FY20/21 Budget	FY 20/21 Projected	FY 21/22 Requested
<b>REVENUES</b>				
Property Taxes	\$2,534,458	\$2,872,538	\$2,740,598	\$3,106,550
Grant and Reimbursements	0	0	0	0
Reimbursements	187,752	130,000	130,000	130,000
Interest Income	5,179	4,500	4,500	4,500
<b>TOTAL REVENUES</b>	<b>2,727,389</b>	<b>3,007,038</b>	<b>2,875,098</b>	<b>3,241,050</b>
<b>EXPENDITURES</b>				
Professional Services	592,863	725,863	603,711	739,300
Printing and Publishing	401	200	200	200
Repair & Maintenance	0	15,000	15,000	15,000
Contribution to District Construction Project	40,390	1,275,601	635,600	1,708,000
Contribution to City - Debt Service	858,819	893,586	893,586	931,550
Capital Outlay/Engineering Costs for Public Projects	0	61,750	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,492,473</b>	<b>2,972,000</b>	<b>2,148,097</b>	<b>3,394,050</b>
<b>EXCESS OF REVENUES OVER/UNDER EXPENDITURES</b>	<b>1,234,916</b>	<b>35,038</b>	<b>727,001</b>	<b>(153,000)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating Transfer	0	0	0	0
<b>NET CHANGE IN FUND BALANCE</b>	<b>1,234,916</b>	<b>35,038</b>	<b>727,001</b>	<b>(153,000)</b>
Beginning Fund Balance	1,739,285	2,974,201	2,974,201	3,701,202
Ending Fund Balance	\$2,974,201	\$3,009,239	\$3,701,202	\$3,548,202

<b>Property Taxes:</b>		
Property Taxes	3,156,529	
Less Allowance for Tribunal Refund	(50,000)	3,106,529

DDA Administration	311,174	
City Administration	155,587	
Legal	20,000	
Community Police	52,531	
Arts Commission	15,000	
Downtown WIFI	65,000	
Downtown Restrooms	20,000	
Retail/Office Assistance Program	50,000	
Miscellaneous	50,000	739,292
<b>Capital Projects:</b> includes Engineering Cost		
Park Street Bridge Repair	150,000	
South Cass Street Bridge Repair	66,000	
West Front Street Bridge Replacement	220,000	
Civic Square	25,000	
Farmer's Market	25,000	
Lower Boardman River Unified Plan	300,000	
Stormwater Management	100,000	
State/Boardman/Pine St Two Way Conversion	25,000	
Front St Streetscape/Snowmelt Projects	336,000	
State St Streetscape/Snowmelt Projects	336,000	
Tree Replacement	25,000	
Miscellaneous	100,000	1,708,000

Note: All Construction Projects include estimated Engineering cost either to the City or consultants.

City of Traverse City, Michigan  
**DDA COMPONENT UNIT**  
**OLD TOWN TAX INCREMENT FINANCING FUND**  
For the Budget Year 2021-22 (April 8, 2021 Draft)

	FY 19/20 Actual	FY 20/21 Budget	FY 20/21 Projected	FY 21/22 Requested
<b>REVENUES</b>				
Property Taxes	\$ 406,555	\$ 447,800	\$ 479,197	\$ 555,000
Reimbursements	0	0	0	0
Interest Income	138	100	100	100
<b>TOTAL REVENUES</b>	<u>406,693</u>	<u>447,900</u>	<u>479,297</u>	<u>555,100</u>
<b>EXPENDITURES</b>				
Professional Services	187,316	238,973	200,700	215,750
Printing and Publishing	0	100	100	100
Contribution to District Construction Project	0	282,900	0	562,000
Capital Outlay/Engineering Cost for Public Projects	0	9,927	0	0
<b>TOTAL EXPENDITURES</b>	<u>187,316</u>	<u>531,900</u>	<u>200,800</u>	<u>777,850</u>
<b>EXCESS OF REVENUES OVER/UNDER EXPENDITURES</b>	219,377	(84,000)	278,497	(222,750)
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating Transfer	0	0	0	0
<b>NET CHANGE IN FUND BALANCE</b>	219,377	(84,000)	278,497	(222,750)
Beginning Fund Balance	0	219,377	219,377	497,874
Ending Fund Balance	<u>\$ 219,377</u>	<u>\$ 135,377</u>	<u>\$ 497,874</u>	<u>\$ 275,124</u>

**Property Taxes:**

Property Taxes	569,999	
Less Allowance for Tribunal Refund	(15,000)	554,999

**Professional Services:**

DDA Administration	136,825	
City Administration	68,413	
Legal	10,000	
Miscellaneous	500	215,738

**Capital Projects:** includes Engineering Cost

Eighth Street Bridge Repair	150,000	
South Cass Street Bridge Repair	66,000	
Rivers Edge Riverwalk Decking Replacem	119,700	
Miscellaneous	10,000	345,700

Note: All Construction Projects include estimated Engineering cost either to the City or consultants.

**CITY OF TRAVERSE CITY Six Year Capital Improvement Plan (DRAFT)**

Budget Year 2021-2022 by Fund

All Projects Submitted for 2021-2022 (as of Dec 18, 2020 - DDA Approved)

Bold - Indicates projects occurring in the first year of the Plan.

+ - Indicates projects with multiple funding sources

Project ID	Cat	Fiscal Year Previous	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024	Fiscal Year 2024-2025	Fiscal Year 2025-2026	Fiscal Year 2026-2027	Fiscal Year Future	Project Cost	City Funds	Non-City Funds
<b>Old Town TIF FUND</b>												
<i>BRIDGES:</i>												
+ 58-21-CIP			150,000							1,520,426	644,717	712,500
+ 187-21-CIP	M		66,000							806,720	132,000	807,500
+ 186-21-CIP	M			93,000						1,323,000	260,500	1,057,500
<i>PARKS:</i>												
1195-21-CIP	V		336,000	336,000						672,000	672,000	
1196-21-CIP	V					392,000	392,000			784,000	784,000	
1194-21-CIP	V				336,000					336,000	336,000	
<i>STREETS:</i>												
1197-21-CIP	V							369,600	369,000	1,478,400	739,200	
<i>WALKWAYS:</i>												
1025-21-CIP	M			119,700						119,700	119,700	
<b>Total Old Town TIF FUND</b>			552,000	548,700	336,000	392,000	392,000	369,600	369,000	7,040,246	3,688,117	2,577,500

City of Traverse City, Michigan  
 DDA COMPONENT UNIT  
 DDA GENERAL FUND  
 For the Budget Year 2021-22 (April 8, 2021 Draft)

	FY 18/19	FY 19/20	FY 20/21	FY 20/21	FY 21/22
	Actual	Actual	Budget	Projected	Requested
<b>REVENUES</b>					
Taxes	\$134,996	\$129,391	\$137,500	\$133,400	\$137,500
Grants and Reimbursements	117,200	134,243	3,450,000	2,100,000	438,000
Reimbursements	957,343	1,318,204	1,358,204	1,317,450	1,321,000
Rental Income	56,175	43,910	42,000	125,000	90,000
Interest Income	732	948	500	13,000	600
Miscellaneous	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>1,266,446</b>	<b>1,626,696</b>	<b>4,988,204</b>	<b>3,688,850</b>	<b>1,987,100</b>
<b>EXPENDITURES</b>					
Salaries and Wages	695,358	767,555	917,593	890,065	858,000
Fringe Benefits	242,177	265,388	308,878	299,600	310,000
Office Supplies and Utilities	29,052	40,111	81,800	79,350	85,800
Professional Services	222,216	362,933	657,000	55,000	836,000
Travel and Conferences	6,637	10,475	25,000	17,000	35,000
Repairs and Maintenance	3,011	3,910	3,000	3,500	3,000
Rentals	8,626	12,222	9,000	125,000	80,000
Civic Square	0	0	3,000,000	2,000,000	100,000
<b>TOTAL EXPENDITURES</b>	<b>1,207,077</b>	<b>1,462,594</b>	<b>5,002,271</b>	<b>3,469,515</b>	<b>2,307,800</b>
<b>EXCESS OF REVENUES OVER/UNDER EXPENDITURES</b>	<b>59,369</b>	<b>164,102</b>	<b>(14,067)</b>	<b>219,335</b>	<b>(320,700)</b>
Beginning Fund Balance	551,359	610,728	774,830	744,830	760,763
Ending Fund Balance	\$610,728	\$774,830	\$760,763	\$964,165	\$440,063

Note:

Reimbursements:		
TIF 97 Fund	311,175	
Old Town TIF Fund	136,825	
Auto Parking System Fund	800,000	
Downtown Traverse City Association	73,000	1,321,000

Office Supplies and Utilities:		
Dues & Membership	4,000	
Office/Operating Supplies	13,000	
Communications	50,000	
Printing & Publishing	6,000	
Insurance & Bonds	1,800	
Utilities	9,000	
Miscellaneous	2,000	85,800
Professional Services:		
Professional Services	172,000	
Contract Services	31,000	
Legal Services	35,000	
Farmer's Market	90,000	
Community Promotions	20,000	
Capital Outlay	438,000	
Miscellaneous	50,000	836,000
Travel and Conferences:		
Transportation	5,000	
Lodging/Meals	10,000	
Training	20,000	35,000

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTED DEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
Dept 000 - NON-DEPARTMENTAL							
585-000-451.073	RAMSDELL GATE FEES			235	300		
585-000-652.000 *	PARKING FEES-COIN	1,280,465	800,000	813,431	800,000	900,000	
585-000-653.000 *	PERMITS-SURFACE LOTS	236,739	150,000	169,236	150,000	150,000	
585-000-653.005	PERMITS-PARKING DECK	48					
585-000-653.007	PERMITS - NEIGHBORHOOD	1,040		1,160	1,800		
585-000-653.010	DESTINATION DOWNTOWN	415	200				
585-000-656.010 *	PARKING FINES	253,872	50,000	132,927	50,000	150,000	
585-000-664.000	INTEREST & DIVIDEND EARNINGS	99,869	40,000	23,311	36,000		
585-000-677.000	REIMBURSEMENTS	8,510		1,217	1,900		
585-000-683.000	RECOVERY OF BAD DEBTS	349					
585-000-686.000	MISCELLANEOUS INCOME	1,855		1,578	1,900		
585-000-699.000 *	PRIOR YEARS' SURPLUS		1,455,500		1,455,500	1,894,600	
NET OF REVENUES/APPROPRIATIONS - 000 - NON-D		1,883,162	2,495,700	1,143,095	2,497,400	3,094,600	
Dept 585 - AUTOMOBILE PARKING SYSTEM							
585-585-702.000	SALARIES AND WAGES	13,772	17,800	4,724	4,800	8,900	
585-585-704.000	EMPLOYEE OVERTIME			696	800	2,200	
585-585-714.000	HEALTH SAVINGS ACCT EXPENSE	27		30			
585-585-715.000	EMPLOYER'S SOCIAL SECURITY	505	1,400	110	200	200	
585-585-716.000	EMPLOYEE HEALTH INSURANCE	121	200	85	100	100	
585-585-717.000	EMPLOYEE LIFE/DISABILITY INS	31	100	21			
585-585-718.000	RETIREMENT FUND CONTRIBUTIC	335	200	136	200	700	
585-585-727.000	OFFICE SUPPLIES	3,970	6,000	2,083	3,200	6,000	
585-585-740.000 *	OPERATION SUPPLIES	46,778	37,000	18,181	28,200	37,000	
585-585-801.000 *	PROFESSIONAL AND CONTRACTL	1,155,726	1,232,500	728,499	1,138,000	1,180,804	
585-585-810.000	COLLECTION COSTS		2,000	40	100	500	
585-585-850.000 *	COMMUNICATIONS	18,898	25,000	10,611	16,500	21,560	
585-585-854.000 *	CITY FEE	296,541	169,200			120,000	
585-585-860.000 *	TRANSPORTATION	2,674	5,000	1,082	1,700	5,000	
585-585-862.000	PROFESSIONAL DEVELOPMENT	40	8,000			1,000	
585-585-863.000	TRAINING		2,000			2,000	
585-585-880.000 *	COMMUNITY PROMOTION	25,788	66,000	8,720	13,600	65,000	
585-585-900.000	PRINTING AND PUBLISHING	5,083	14,000	3,552	5,500	14,000	
585-585-910.000 *	INSURANCE AND BONDS	12,732	9,000	9,398	11,200	13,000	
585-585-920.000 *	PUBLIC UTILITIES	11,258	20,000	6,190	9,700	15,000	
585-585-930.000 *	REPAIRS AND MAINTENANCE	17,459	121,000	28,040	40,800	99,750	
585-585-930.005 *	RAMSDELL GATE REPAIR & MAINT	480	1,000	848	1,400	1,000	
585-585-940.000 *	RENTAL EXPENSE	115,273	90,000	78,352	117,100	83,000	
585-585-956.000	MISCELLANEOUS	6,542	600	3,726	5,800		
585-585-959.000	DEPRECIATION EXPENSE	103,399	135,000			135,000	
585-585-977.000 *	EQUIPMENT	17,590	149,000	49,238	77,000	165,000	
NET OF REVENUES/APPROPRIATIONS - 585 - AUTOM		(1,855,022)	(2,112,000)	(954,362)	(1,475,900)	(1,976,714)	

Dept 586 - HARDY DECK

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
<b>Fund: 585 AUTOMOBILE PARKING SYSTEM FUND</b>							
<b>Dept 586 - HARDY DECK</b>							
585-586-651.000 *	PARKING DECK PROCEEDS	263,663	100,000	103,971	100,000	120,000	
585-586-653.000	PERMITS-SURFACE LOTS	324					
585-586-653.005 *	PERMITS-PARKING DECK	261,738	175,000	127,149	175,000	150,000	
585-586-668.000 *	RENTS AND ROYALTIES	26,584	26,300	15,960	26,300	13,000	
585-586-727.000	OFFICE SUPPLIES	6	1,000			1,000	
585-586-740.000 *	OPERATION SUPPLIES	14,941	9,000	8,480	13,200	9,000	
585-586-801.000 *	PROFESSIONAL AND CONTRACTL	54,613	89,000	36,874	57,600	125,843	
585-586-850.000 *	COMMUNICATIONS	3,261	3,500	1,792	2,800	3,300	
585-586-910.000 *	INSURANCE AND BONDS	7,416	7,000	5,425	6,300	8,000	
585-586-920.000 *	PUBLIC UTILITIES	55,585	55,000	20,899	32,700	55,000	
585-586-930.000 *	REPAIRS AND MAINTENANCE	162,293	117,000	56,075	87,400	318,150	
585-586-940.000 *	RENTAL EXPENSE		13,000	664	1,000	16,550	
585-586-956.000	MISCELLANEOUS	8,198	10,000	8,267	12,900	10,000	
585-586-959.000	DEPRECIATION EXPENSE	205,964	220,000			220,000	
585-586-977.000 *	EQUIPMENT		5,000				
<b>NET OF REVENUES/APPROPRIATIONS - 586 - HARDY</b>		<b>40,032</b>	<b>(228,200)</b>	<b>108,604</b>	<b>87,400</b>	<b>(483,843)</b>	
<b>Dept 587 - OLD TOWN DECK</b>							
585-587-651.000 *	PARKING DECK PROCEEDS	52,897	25,000	35,991	25,000	35,000	
585-587-653.005 *	PERMITS-PARKING DECK	473,892	325,000	249,396	325,000	40,000	
585-587-677.000	REIMBURSEMENTS	10		205	300		
585-587-686.000	MISCELLANEOUS INCOME	75					
585-587-740.000 *	OPERATION SUPPLIES	15,065	8,000	1,778	2,800	8,000	
585-587-801.000 *	PROFESSIONAL AND CONTRACTL	43,225	69,500	14,105	22,000	107,468	
585-587-850.000 *	COMMUNICATIONS	4,992	6,000	2,366	3,700	5,100	
585-587-910.000 *	INSURANCE AND BONDS	6,619	6,000	4,841	5,700	6,000	
585-587-920.000 *	PUBLIC UTILITIES	27,808	50,000	19,933	31,100	55,000	
585-587-930.000 *	REPAIRS AND MAINTENANCE	61,282	167,000	17,474	27,200	344,400	
585-587-940.000 *	RENTAL EXPENSE		13,000	664	1,000	14,300	
585-587-959.000	DEPRECIATION EXPENSE	181,012	181,000			181,000	
585-587-977.000 *	EQUIPMENT	414	5,000				
<b>NET OF REVENUES/APPROPRIATIONS - 587 - OLD TC</b>		<b>186,457</b>	<b>(155,500)</b>	<b>224,431</b>	<b>256,800</b>	<b>(646,268)</b>	
<b>ESTIMATED REVENUES - FUND 585</b>		<b>2,962,345</b>	<b>3,147,000</b>	<b>1,675,767</b>	<b>3,149,000</b>	<b>3,452,600</b>	
<b>APPROPRIATIONS - FUND 585</b>		<b>2,707,716</b>	<b>3,147,000</b>	<b>1,153,999</b>	<b>1,783,300</b>	<b>3,464,825</b>	
<b>NET OF REVENUES/APPROPRIATIONS - FUND 585</b>		<b>254,629</b>		<b>521,768</b>	<b>1,365,700</b>	<b>(12,225)</b>	
<b>BEGINNING FUND BALANCE</b>		<b>23,920,959</b>	<b>24,177,193</b>	<b>24,177,193</b>	<b>24,177,193</b>	<b>25,542,893</b>	<b>25,542,893</b>
<b>FUND BALANCE ADJUSTMENTS</b>		<b>1,607</b>					
<b>ENDING FUND BALANCE</b>		<b>24,177,195</b>	<b>24,177,193</b>	<b>24,698,961</b>	<b>25,542,893</b>	<b>25,530,668</b>	<b>25,542,893</b>
<b>DEPARTMENT 000 NON-DEPARTMENTAL</b>							

652.000 PARKING FEES-COIN

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND					800,000	900,000	
	PROJECTED METER REVENUE						
653.000	PERMITS-SURFACE LOTS				150,000	150,000	
	PROJECTED SURFACE PERMITS						
656.010	PARKING FINES				50,000	150,000	
	PROJECTED PARKING FINES						
699.000	PRIOR YEARS' SURPLUS						
	PROJECTED REVENUE LOSS (SURPLUS)				1,455,500		
	DEPT. '000' TOTAL				2,455,500	1,200,000	
DEPARTMENT 585 AUTOMOBILE PARKING SYSTEM							
740.000	OPERATION SUPPLIES						
	PARKING PERMITS					2,500	
	CC RECEIPT PAPER					450	
	CITATION THERMAL PAPER ROLLS					3,000	
	LUKE II THERMAL RECEIPT PAPER					5,000	
	HANDWRITTEN CARBON COPY CITATIONS					2,500	
	REPLACEMENT OFFICE COMPUTERS						
	VIOLATIONS BUREAU PAPER & ENVELOPES					5,000	
	MISC SUPPLIES (ACE, OTHER)					18,550	
	ACCOUNT '740.000' TOTAL					37,000	
801.000	PROFESSIONAL AND CONTRACTUAL						
	CITATION COLLECTION SERVICES					12,000	
						720,000	

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	DDA PARKING CONTRACT						
	HVAC 100 E STATE SNOW MELT					42,000	
	T2 SOFTWARE - FLEX/FLEXPORT/MOBILE					5,000	
	T2 LPR					190,000	
	SNOW REMOVAL						
	T2 IRIS - 27 PAY STATIONS						
	NORTE YOUTH CYCLING - BIKE VALET WED/SAT					775	
	CORNELIUS - MACH 6					600	
	CORNELIUS - IHUNTER						
	TRAFFIC & SAFETY - PARKING EQUIP					15,000	
	MI OFFICE SOLUTIONS					2,500	
	XEROX						
	ALLIED WASTE					1,200	
	PRO-DATA					13,000	
	OLLAR CONSULTING - COMPUTERS					13,000	
	PAVEMENT MARKINGS					5,600	
	ONEUP WEB HOSTING FEES - DDA					33,000	
	T2 SYS/TS HARDWARE/PARTS					12,000	
	T2 SYS/TS IRIS/BOSS/PS UPGRADES					23,150	
	CIVICSMART METERS/SENSORS 20/21						
	QTY 297 X \$5.50 MO						
	QTY 83 X \$3.00 MO						
	QTY 6 X \$6.00 MO					7,750	
	CIVICSMART METERS/SENSORS 21/22						
	QTY 214 X \$3.00 MO					28,000	
	T2 BOSS/IRIS LUKE II						
	QTY 27 X \$55 MO					56,229	



GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	MISC SERVICES						
	ACCOUNT '801.000' TOTAL					1,180,804	
850.000	COMMUNICATIONS						
	T2 - PAY STATION COMMUNICATION - 27 PAY STATIONS					6,500	
	AT&T - DEPARTMENT PHONES					12,660	
	AT&T - WEBTECH GPS					1,200	
	AT&T - LPR					700	
	TCLP - DIRECT FIBER HARDY/OLD TOWN/OPERA HOUSE					500	
	GT COUNTY VPN						
	ACCOUNT '850.000' TOTAL					21,560	
854.000	CITY FEE						
	CITY FEE 10%						
860.000	TRANSPORTATION						
	FUEL BILLED FROM CITY DPS					5,000	
880.000	COMMUNITY PROMOTION						
	DESTINATION DOWNTOWN					40,000	
	BAYLINE CONTRIBUTION					25,000	
	ACCOUNT '880.000' TOTAL					65,000	
910.000	INSURANCE AND BONDS						
	DPS INTERDEPT - NON-FLEET BILLING/INSURANCE 60%						
	DPS INTERDEPT - BUILDING/FACILITY 60%						
920.000	PUBLIC UTILITIES						
						2,000	

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	DTE - 100 W STATE					3,500	
	TCLP - LOT B					2,000	
	TCLP - LOT C					2,000	
	TCLP - LOT J					2,000	
	TCLP - LOT O					3,500	
	TCLP - LOT T					15,000	
	ACCOUNT '920.000' TOTAL						
930.000	REPAIRS AND MAINTENANCE					80,000	
	CIP-979 LOT C RESURFACING					15,000	
	T&S YEARLY PM AND SERVICE					4,750	
	MISC SERVICE					99,750	
	ACCOUNT '930.000' TOTAL						
930.005	RAMSDELL GATE REPAIR & MAINT					1,000	
	APPLE FENCE						
940.000	RENTAL EXPENSE					6,900	
	2017 FORD ESCAPE 4WD #158.16					5,700	
	2017 CHEVY BOLT #8					1,400	
	2014 KUBOTA BX2670 #163					7,300	
	BOSS EXACT PATH SANDER #256.18					2,100	
	2017 WESTERN SANDER #255.17						
	ESTIMATED FUEL CHARGES					400	
	#165.20 FORD RANGER XLT 2020						
	DPS BUILDING RENTAL AND FACILITY CHARGES						

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
<b>Fund: 585 AUTOMOBILE PARKING SYSTEM FUND</b>							
	NON-FLEET BILLING & INSURANCE						
	LOT P LEASE AGREEMENT					27,000	
	LOT V LEASE AGREEMENT					7,200	
	LOT R LEASE AGREEMENT					8,000	
	LOT L LEASE AGREEMENT					6,500	
	LOT Q LEASE AGREEMENT					2,000	
	LOT X LEASE AGREEMENT					8,500	
	ACCOUNT '940.000' TOTAL					83,000	
977.000	EQUIPMENT						
	BIKE INFRASTRUCTURE NEW PAY STATIONS CAMERA SYSTEM					100,000	
	CIP-1131 SINGLE SPACE METER REPLACEMENT OR PAY STATIONS					25,000	
	CIP-1132 SINGLE SPACE METER EXPANSION					20,000	
	CIP-1133 BIKE INFRASTRUCTURE					15,000	
	CIP-1134 MOBILITY AMENITIES					5,000	
	SCHEDULED OFFICE WORKSTATION/PC REPLACEMENT						
	ACCOUNT '977.000' TOTAL					165,000	
	DEPT. '585' TOTAL					1,673,114	
<b>DEPARTMENT 586 HARDY DECK</b>							
651.000	PARKING DECK PROCEEDS						
	PROJECTED HARDY REVENUE				100,000	120,000	
653.005	PERMITS-PARKING DECK						
	PROJECTED HARDY PERMITS				175,000	150,000	

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
668.000	RENTS AND ROYALTIES						
	PROJECTED HARDY RENT				26,300	13,000	
740.000	OPERATION SUPPLIES						
	AMANO RECEIPT PAPER/PRINTER RIBBONS					1,000	
	MISC SUPPLIES (ACE, OTHER)					8,000	
	ACCOUNT '740.000' TOTAL					9,000	
801.000	PROFESSIONAL AND CONTRACTUAL						
	CINTAS - MATS					2,500	
	HVAC - BOILERS, OFFICES					7,000	
	SNOW REMOVAL					30,000	
	KONE - ELEVATOR					4,250	
	TRAFFIC & SAFETY - PARCS EQUIP						
	CAMERA SYSTEM					18,000	
	DDA PARKING CONTRACT					40,000	
	RCIII CONDO ASSOCITATION FEES					1,600	
	REFUSE PICKUP					1,500	
	CLEANING CONTRACT PARK ST RESTROOMS					15,000	
	MISC SERVICES					5,993	
	ACCOUNT '801.000' TOTAL					125,843	
850.000	COMMUNICATIONS						
	AT&T - 2319337255 519 2 ELEVATOR 3						
	TCLP DARK FIBER HARDY/OLD TOWN/OPERA HOUSE					3,300	

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
910.000	INSURANCE AND BONDS						
	DPS INTERDEPT - NON-FLEET BILLING/INSURANCE 20%						
	DPS INTERDEPT - BUILDING/FACILITY 20%						
920.000	PUBLIC UTILITIES						
	TCLP - HARDY					30,000	
	DTE - HARDY					20,000	
	TCLP - PARK ST PUBLIC RESTROOMS					2,500	
	DTE - PARK ST PUBLIC RESTROOMS					2,500	
	ACCOUNT '920.000' TOTAL					55,000	
930.000	REPAIRS AND MAINTENANCE						
	CAMERA SYSTEM					50,000	
	CIP-1199 PED TOWER WINDOW MAINTENANCE					40,000	
	CIP-1209 PED STAIR TOWER INTERIOR					100,000	
	GARAGE WASHDOWN CONTRACT					11,000	
	ELEVATOR REPAIRS AND SERVICE					5,000	
	REFRESH ENTRANCES AND EXITS					15,000	
	REFRESH STAIRTOWERS AND HANDRAILS					50,000	
	HVAC REPAIRS AND SERVICE					10,000	
	T&S LABOR AND SERVICE (PARCS EQUIP)					15,000	
	WINDOW WASHING CONTRACT					7,000	
	MISC SERVICE & REPAIR					15,150	
	ACCOUNT '930.000' TOTAL					318,150	

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
940.000	RENTAL EXPENSE						
	2016 POLARIS RANGER 570 #164.16 FUEL EXPENSE					5,200	
	#179.2 S30 DIESEL RIDER SWEEPER 2020					7,200	
	#193 FORD F250SD 2012					3,300	
	#164.16 POLARIS RANGER 570 2016					700	
	DPS BUILDING RENTAL AND FACILITY CHARGES					150	
	NON-FLEET BILLING & INSURANCE ACCOUNT '940.000' TOTAL					16,550	
977.000	EQUIPMENT						
	BIKE INFRASTRUCTURE CAMERA SYSTEM						
	DEPT. '586' TOTAL				301,300	810,843	
DEPARTMENT 587 OLD TOWN DECK							
651.000	PARKING DECK PROCEEDS						
	PROJECTED OLD TOWN REVENUE				25,000	35,000	
653.005	PERMITS-PARKING DECK						
	PROJECTED OLD TOWN PERMITS				325,000	40,000	
740.000	OPERATION SUPPLIES						
	AMANO RECEIPT PAPER/PRINTER RIBBONS					600	
	MISC SUPPLIES (ACE, OTHER)					7,400	
	ACCOUNT '740.000' TOTAL					8,000	
801.000	PROFESSIONAL AND CONTRACTUAL						

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	CINTAS - MATS					2,500	
	HVAC - BOILERS					6,000	
	SNOW REMOVAL					30,000	
	T2 - 2 PAY STATIONS					1,600	
	KONE - ELEVATOR TRAFFIC & SAFETY					4,250	
	CAMERA SYSTEM					18,000	
	DDA PARKING CONTRACT					40,000	
	MISC SERVICE					5,118	
	ACCOUNT '801.000' TOTAL					107,468	
850.000	COMMUNICATIONS						
	AT&T - INTERNET						
	AT&T - 2319337255 519 2 ELEVATOR 3					1,800	
	TCLP DARK FIBER HARDY/OLD TOWN/OPERA HOUSE					3,300	
	ACCOUNT '850.000' TOTAL					5,100	
910.000	INSURANCE AND BONDS						
	DPS INTERDEPT - NON-FLEET BILLING/INSURANCE 20%						
	DPS INTERDEPT - BUILDING/FACILITY 20%						
920.000	PUBLIC UTILITIES						
	TCLP - OLD TOWN					30,000	
	DTE - OLD TOWN					25,000	
	ACCOUNT '920.000' TOTAL					55,000	
930.000	REPAIRS AND MAINTENANCE						

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	CAMERA SYSTEM					50,000	
	CIP-1082 BATTERY BACKUP TO GENERATOR					50,000	
	CIP-1072 BOILER & PUMP #1					15,000	
	CIP-1072 BOILER & PUMP #2					15,000	
	CIP-1072 BOILER & PUMP #3					50,000	
	CIP-1200 PED TOWER WINDOW MAINT					40,000	
	CIP-1211 RE-SET EGRESS PAVERS					60,000	
	GARAGE WASHDOWN CONTRACT					11,000	
	ELEVATOR REPAIR AND SERVICE					5,000	
	HVAC REPAIR AND SERVICE					10,000	
	T&S LABOR AND SERVICE (PARCS EQUIP)					15,000	
	WINDOW WASHING CONTRACT					7,000	
	MISC SERVICE AND REPAIR					16,400	
	ACCOUNT '930.000' TOTAL					344,400	
940.000	RENTAL EXPENSE						
	FUEL EXPENSE						
	#179.2 S30 DIESEL RIDER SWEEPER 2020					5,200	
	#8.18 CHEVY BOLT EV 2018					8,250	
	DPS BUILDING RENTAL AND FACILITY CHARGES					700	
	NON-FLEET BILLING & INSURANCE					150	
	ACCOUNT '940.000' TOTAL					14,300	
977.000	EQUIPMENT						
	BIKE INFRASTRUCTURE						



GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTEDEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
Fund: 585 AUTOMOBILE PARKING SYSTEM FUND							
	CAMERA SYSTEM						
	DEPT. '587' TOTAL				350,000	609,268	



GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 02/28/21	2020-21 PROJECTED DEPT ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET
<b>Fund: 231 COLLEGE PARKING FUND</b>							
<b>Dept 000 - NON-DEPARTMENTAL</b>							
231-000-652.000	PARKING FEES-COIN	3,951	4,000	648	900	4,000	
231-000-653.030	PARKING FINES			400	600		
231-000-656.030	PARKING FINES-COLLEGE	11,217	10,000	1,688	2,300	10,000	
231-000-677.000	REIMBURSEMENTS			15			
<b>NET OF REVENUES/APPROPRIATIONS - 000 - NON-D</b>		<b>15,168</b>	<b>14,000</b>	<b>2,751</b>	<b>3,800</b>	<b>14,000</b>	
<b>Dept 231 - COLLEGE PARKING</b>							
231-231-801.000	PROFESSIONAL AND CONTRACTL	20,912	12,000	600	900	14,000	
231-231-940.000	RENTAL EXPENSE		2,000				
<b>NET OF REVENUES/APPROPRIATIONS - 231 - COLLE</b>		<b>(20,912)</b>	<b>(14,000)</b>	<b>(600)</b>	<b>(900)</b>	<b>(14,000)</b>	
<b>ESTIMATED REVENUES - FUND 231</b>		<b>15,168</b>	<b>14,000</b>	<b>2,751</b>	<b>3,800</b>	<b>14,000</b>	
<b>APPROPRIATIONS - FUND 231</b>		<b>20,912</b>	<b>14,000</b>	<b>600</b>	<b>900</b>	<b>14,000</b>	
<b>NET OF REVENUES/APPROPRIATIONS - FUND 231</b>		<b>(5,744)</b>		<b>2,151</b>	<b>2,900</b>		
BEGINNING FUND BALANCE		5,747	3	3	3	2,903	2,903
ENDING FUND BALANCE		3	3	2,154	2,903	2,903	2,903