Plymouth Downtown Development Authority Meeting Agenda
May 12, 2025 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

Plymouth Downtown Development Authority
831 Penniman
Plymouth, Michigan 48170

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Join Zoom Webinar: https://us02web.zoom.us/j/83440572580
Passcode: 325248
Webinar ID: 834 4057 2580

1) **CALL TO ORDER**
   Kerri Pollard, Chairperson
   Richard Matsu, Vice Chairperson
   Suzi Deal, Mayor
   Ellen Elliott
   Jennifer Frey
   Brian Harris
   Dan Johnson
   Shannon Perry
   Ed Saenz
   Paul Salloum

2) **CITIZENS COMMENTS**

3) **APPROVAL OF AGENDA**

4) **APPROVAL OF MEETING MINUTES**
   A. April 14, 2025 Regular Meeting Minutes

5) **BOARD COMMENTS**

6) **OLD BUSINESS**

7) **NEW BUSINESS**
   A. 3rd Quarter Budget Amendments

8) **REPORTS AND CORRESPONDENCE**
   A. 2025-26 Budget Report – No Action Needed
   B. 2025 Events Update

9) **ADJOURNMENT**

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Board, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.
Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. **Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety**
2. **Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy**
3. **Partner with or become members of additional environmentally aware organizations**
4. **Increase technology infrastructure into city assets, services, and policies**
5. **Continue sustainable infrastructure improvement for utilities, facilities, and fleet**
6. **Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options**

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. **Create a 5-year staffing projection**
2. **Review current recruitment strategies and identify additional resources**
3. **Identify/establish flex scheduling positions and procedures**
4. **Develop a plan for an internship program**
5. **Review potential department collaborations**
6. **Hire an additional recreation professional**
7. **Review current diversity, equity, and inclusion training opportunities**
8. **Seek out training opportunities for serving diverse communities**

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. **Engage in partnerships with public, private and non-profit entities**
2. **Increase residential/business education programs for active citizen engagement**
3. **Robust diversity, equity, and inclusion programs**
4. **Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)**

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. **Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices**
2. **Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages**
3. **Develop multi-modal transportation plan which prioritizes pedestrian and biker safety**
4. **Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations**
5. **Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction**
6. **Modernize and update zoning ordinance to reflect community vision**
7. **Implement Kellogg Park master plan**

"The government in this community is small and accessible to all concerned."

-Plymouth Mayor Joe Bida
November 1977

Plymouth Downtown Development Authority
Regular Meeting Minutes
Monday, April 14, 2025- 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. **CALL TO ORDER**
Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Pollard, Vice Chair Richard Matsu, Mayor Suzi Deal, Members Ellen Elliott, Jennifer Frey, Shannon Perry, Ed Saenz, Paul Salloum, and Brian Harris.

Excused: Member Dan Johnson

Also present: DDA Director Sam Plymale, DDA Assistant Director Reiko Misumi-Schelm, Municipal Services Assistant Director Adam Gerlach, Municipal Services Foreman Nick Johns and Planning & Community Development Director Greta Bolhuis

2. **CITIZENS COMMENTS**
Mary Gladchun, 1000 W Ann Arbor Trail: Thankful for the DDA board's dedication. Outlined thoughts regarding **PUD23-01:** 1100 W. Ann Arbor Trail and related questions.

3. **APPROVAL OF AGENDA**
Elliot offered a motion, seconded by Perry, to approve the agenda for Monday, April 14, 2025.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

4. **APPROVAL OF MEETING MINUTES**
Perry offered a motion, seconded by Harris, to approve the minutes of the Monday, March 10, 2025 regular meeting.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

5. **BOARD COMMENTS**
Elliot praised administration and commission for all the support & commitment to helping business owners during the recent weather & flooding.
Harris detailed thoughts regarding insurance claims and wanting to do fundraising for businesses affected by the recent weather & flooding.
Pollard thrilled to see the community supporting businesses downtown.

6. **OLD BUSINESS**
a. Five-Year Strategic Plan Status Update
Plymale gave updates on the Streetscape design plan, parking deck, valet parking, and concerts.
Pollard added details about an upcoming event.

7. NEW BUSINESS

a. 2025 Fleet Street Trash Contract

Plymale provided details & historical knowledge of the trash haulers. Discussion about details commenced between Plymale and board, specifically about contract terms and cost savings.

Elliot offered a motion, seconded by Perry, to approve the 2025 Fleet Street Trash Contract.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

b. Multi-Purpose Sweeper Cost Share Approval

Plymale provided details about the need & cost of equipment. Discussion about details commenced between Plymale, Municipal Services Team and board, specifically about need for the equipment & accessories, how businesses would benefit, financial costs, and life expectancy.

Elliot offered a motion, seconded by Perry, to approve Multi-Purpose Sweeper Cost Share.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

8. REPORTS AND CORRESPONDENCE

a. City Master Plan Update

Bolhuis provided an update and noted the city commission has approved the plan for distribution as of April 7th, 2025.

9. ADJOURNMENT

Harris offered a motion, seconded by Saenz, to adjourn the meeting at 8:30 p.m.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

MEMORANDUM

Date: May 6, 2025
To: DDA Board, DDA Staff
From: John Scanlon, Finance Director
Subject: Third Quarter Budget Amendments

Issue: 2024-25 Third Quarter Budget Amendments – May 6, 2025

Analysis: The Downtown Development Authority (DDA) is a component unit of the City, meaning it is a separate legal entity distinct from the City. However, by statute, its budgets and any amendments must be approved by both the City Commission and the DDA Board if necessary.

Attached are the Revenue and Expenditure Reports for the DDA Operating Fund (248) and the Capital Improvement Fund (405) through March 31, 2025, for the 2024–25 fiscal year. Also included is a Budget Adjustment Summary. An explanation of the proposed budget adjustments is provided below:

DDA Operating Fund and Capital Improvement Fund

The overall fiscal health of the DDA Operating Fund and the associated Capital Improvement Fund remains strong. The budget amendments for Fund 248 were adopted by the City Commission at its regular meeting on May 5, 2025, in accordance with Public Act 57 (Recodified Tax Increment Financing Act).

The DDA has experienced a modest increase in revenue, rising from $1,335,313 last year to $1,445,950 this year. As part of the proposed amendments, a $107,100 reduction is recommended for the contingency line item, along with several additional adjustments. This reduction is tied to a $65,000 transfer to the Equipment Fund to support the purchase of a sidewalk sweeper and a $70,000 increase in the contribution to the DDA Capital Improvement Fund to address unforeseen repairs to the parking deck. Although these expenditures are planned for the 2025–26 fiscal year, this proactive funding approach ensures that resources are allocated while funding is available. Following these adjustments, the contingency line will retain a balance of $14,875. In total, $40,380 in budget amendments are currently being proposed.

BUDGET AMENDMENTS

The proposed budget amendments required through the end of the third quarter of the 2024-25 fiscal year, as shown on the Budget Adjustment Summary, relate to changes in budgetary patterns which were not anticipated when the budget was originally adopted in June of 2024.

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2025

*NOTE: Pct Budget does not reflect amounts encumbered.

GL Number	Description	YTD Balance 03/31/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025 Norm (Abnorm)	Activity For 03/31/2025 Incr (Decr)	% Bdgt Used
Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
248-000-402.000	CURRENT PROPERTY TAX/REAL	1,210,022.10	1,210,022.10	1,252,400.00	1,252,400.00	1,301,771.47	33,306.06	103.94
248-000-405.000	TAXES RECOVERED BY COUNTY	0.00	0.00	(3,000.00)	(3,000.00)	0.00	0.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	13,510.37	21,726.73	7,500.00	7,500.00	8,230.30	0.00	109.74
248-000-619.000	BENCH SALE REVENUES	10,000.00	12,725.00	0.00	0.00	12,500.00	2,500.00	100.00
248-000-620.000	CONCERT REVENUES	20,350.00	14,466.00	80,000.00	80,000.00	89,934.00	0.00	112.42
248-000-665.000	INTEREST ON INVESTMENTS	11,559.68	37,806.56	50.00	50.00	21,383.88	1,709.37	42,767.76
248-000-674.095	CONTRIBUTIONS FOR LIGHT DECORATIONS	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
248-000-679.000	ADVERTISING REVENUE	15.00	2,110.00	0.00	0.00	0.00	0.00	0.00
248-000-680.000	OTHER INCOME	450.00	450.00	0.00	0.00	0.00	0.00	0.00
	Total Dept 000 - GENERAL REVENUES	1,265,907.15	1,299,306.39	1,338,450.00	1,338,450.00	1,433,819.65	37,515.43	107.13
	Revenues	1,265,907.15	1,299,306.39	1,338,450.00	1,338,450.00	1,433,819.65	37,515.43	107.13
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
248-261-706.000	SALARY & WAGES/ FULL TIME	70,235.00	98,563.00	101,795.00	101,795.00	89,980.27	7,757.82	88.39
248-261-706.050	SALARY & WAGES/PART TIME	15,304.89	22,163.00	30,090.00	30,090.00	32,551.45	3,375.98	108.18
248-261-706.100	SALARY & WAGES/SICK	82.92	260.60	4,825.00	4,825.00	3,838.27	0.00	79.55
248-261-706.300	SALARY & WAGES/RETENTION	450.00	450.00	675.00	675.00	750.00	0.00	111.11
248-261-706.600	SALARY & WAGES/VACATION PAYOFF	1,625.40	1,625.40	2,140.00	2,140.00	0.00	0.00	0.00
248-261-707.000	SALARY & WAGES/TEMP-SEASONAL	992.30	2,869.85	3,365.00	3,365.00	6,164.95	502.50	183.21
248-261-709.000	SALARY & WAGES/OVERTIME	742.70	797.51	4,000.00	4,000.00	1,162.84	0.00	29.07
248-261-721.000	FRINGE BENEFITS	37,858.00	52,188.02	58,960.00	58,960.00	48,701.34	4,866.11	82.60
248-261-721.500	POST RETIREMENT BENEFITS	18,490.86	24,654.48	24,560.00	24,560.00	18,662.49	0.00	75.99
248-261-727.000	OFFICE SUPPLIES	214.41	410.49	500.00	500.00	139.63	0.00	27.93
248-261-728.000	POSTAGE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
248-261-740.000	OPERATING SUPPLIES	581.26	1,733.75	2,000.00	2,000.00	500.56	292.39	25.03
248-261-815.000	ADMINISTRATIVE SERVICES	48,899.97	65,199.96	69,220.00	69,220.00	51,914.97	0.00	75.00
248-261-818.000	CONTRACTUAL SERVICES	7,498.57	14,038.95	17,000.00	17,000.00	13,574.50	4,429.71	79.85
248-261-850.000	COMMUNICATIONS	2,540.79	3,628.51	4,500.00	4,500.00	2,802.63	314.52	62.28
248-261-860.000	TRANSPORTATION	211.39	612.05	1,000.00	1,000.00	338.64	210.00	33.86
248-261-864.000	CONFERENCES & MEETINGS	655.02	1,087.11	2,250.00	2,250.00	929.67	0.00	41.32
248-261-880.000	PUBLIC RELATIONS EXPENSE	106.27	106.27	300.00	300.00	53.00	0.00	17.67
248-261-900.000	PRINTING & PUBLISHING	154.74	154.74	300.00	300.00	205.50	0.00	68.50
248-261-920.000	PUBLIC UTILITIES	1,995.64	2,556.85	2,750.00	2,750.00	2,079.91	362.28	75.63
248-261-925.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	100.00	100.00	0.00	0.00	0.00
248-261-930.000	REPAIRS & MAINTENANCE	575.00	1,479.00	2,000.00	2,000.00	0.00	0.00	0.00
248-261-938.000	EQUIPMENT LEASE EXPENSE	145.26	145.26	1,200.00	1,200.00	0.00	0.00	0.00
248-261-940.000	EQUIPMENT RENTAL - FORCE ACCT	0.00	500.00	500.00	500.00	100.00	0.00	20.00
248-261-942.000	OFFICE RENT	17,455.00	20,855.00	22,500.00	22,500.00	17,646.00	3,464.00	78.43
248-261-957.000	TRAINING EXPENSES	286.51	816.60	1,000.00	1,000.00	291.83	0.00	29.18
248-261-958.000	MEMBERSHIPS & DUES	730.00	730.00	2,000.00	2,000.00	515.00	0.00	25.75
248-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	121,975.00	121,975.00	0.00	0.00	0.00
	Total Dept 261 - ADMINISTRATION	227,831.90	317,626.40	481,705.00	481,705.00	292,903.45	25,575.31	60.81
Department: 301 POLICE DEPARTMENT								
248-301-706.000	SALARY & WAGES/ FULL TIME	16,884.15	22,356.93	22,745.00	22,745.00	18,326.21	1,790.31	80.57
248-301-706.100	SALARY & WAGES/SICK	0.00	638.51	0.00	0.00	0.00	0.00	0.00
248-301-706.200	SALARY & WAGES/HOLIDAY PAY	958.57	958.57	1,000.00	1,000.00	992.41	0.00	99.24

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As Of 03/31/2025
*NOTE: Pct Budget does not reflect amounts encumbered.

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Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD								
Account Category: Expenditures								
Department: 301 POLICE DEPARTMENT								
248-301-706.300	SALARY & WAGES/RETENTION	100.00	100.00	100.00	100.00	112.50	0.00	112.50
248-301-706.400	SALARY & WAGES/UNIFORM ALLOW	158.74	293.10	215.00	215.00	132.90	28.68	61.81
248-301-709.000	SALARY & WAGES/OVERTIME	193.28	470.46	1,225.00	1,225.00	756.29	287.05	61.74
248-301-721.000	FRINGE BENEFITS	7,962.54	10,798.35	11,625.00	11,625.00	8,686.33	927.87	74.72
248-301-725.500	MEAL ALLOWANCE	3.75	7.50	0.00	0.00	15.02	7.50	100.00
	Total Dept 301 - POLICE DEPARTMENT	26,261.03	35,623.42	36,910.00	36,910.00	29,021.66	3,041.41	78.63
Department: 450 INFRASTRUCTURE MAINTENANCE								
248-450-707.000	SALARY & WAGES/TEMP-SEASONAL	4,335.82	4,335.82	4,060.00	4,060.00	0.00	0.00	0.00
248-450-709.000	SALARY & WAGES/OVERTIME	513.36	513.36	350.00	350.00	0.00	0.00	0.00
248-450-721.000	FRINGE BENEFITS	370.97	370.97	325.00	325.00	0.00	0.00	0.00
248-450-740.000	OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00	0.00	0.00
248-450-815.000	ADMINISTRATIVE SERVICES	107,084.97	142,779.96	151,470.00	151,470.00	113,602.50	0.00	75.00
248-450-818.000	CONTRACTUAL SERVICES	19,231.25	50,711.53	82,000.00	82,000.00	42,116.97	495.91	51.36
248-450-931.000	REPAIRS & MAINT/SUMMER	14,830.00	26,110.00	20,000.00	20,000.00	5,275.00	0.00	26.38
248-450-932.000	REPAIRS & MAINT/WINTER	33,244.91	36,019.82	45,000.00	45,000.00	40,350.00	0.00	89.67
248-450-933.000	HOLIDAY LIGHTS MAINTENANCE	17,280.00	17,280.00	25,000.00	25,000.00	9,500.00	0.00	38.00
	Total Dept 450 - INFRASTRUCTURE MAINTENANCE	196,891.28	278,121.46	328,305.00	328,305.00	210,844.47	495.91	64.22
Department: 529 PARKING								
248-529-815.000	ADMINISTRATIVE SERVICES	30,840.03	41,120.04	43,620.00	43,620.00	33,164.00	0.00	76.03
248-529-818.000	CONTRACTUAL SERVICES	3,592.00	3,592.00	13,400.00	13,400.00	449.00	0.00	3.35
	Total Dept 529 - PARKING	34,432.03	44,712.04	57,020.00	57,020.00	33,613.00	0.00	58.95
Department: 531 SAXTON PARKING FACILITY								
248-531-920.000	PUBLIC UTILITIES	1,901.15	3,409.03	0.00	0.00	6,461.29	770.80	100.00
	Total Dept 531 - SAXTON PARKING FACILITY	1,901.15	3,409.03	0.00	0.00	6,461.29	770.80	100.00
Department: 811 MARKETING								
248-811-727.000	OFFICE SUPPLIES	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00
248-811-728.000	POSTAGE	0.00	0.00	200.00	200.00	0.00	0.00	0.00
248-811-740.000	OPERATING SUPPLIES	1,034.00	1,034.00	2,000.00	2,000.00	386.99	0.00	19.35
248-811-794.000	CONCERT EXPENSES	37,184.00	83,334.43	90,000.00	90,000.00	44,575.80	4,543.80	49.53
248-811-818.000	CONTRACTUAL SERVICES	14,290.94	15,551.68	25,000.00	25,000.00	10,474.16	0.00	41.90
248-811-900.000	PRINTING & PUBLISHING	3,075.64	3,403.24	7,000.00	7,000.00	3,773.47	84.60	53.91
	Total Dept 811 - MARKETING	55,584.58	103,323.35	125,200.00	125,200.00	59,210.42	4,628.40	47.29
Department: 965 CONTRIBUTIONS								
248-965-965.315	CONTRIB TO 2015 LTGO CAP IMPDEBT FD	217,300.00	217,300.00	209,310.00	209,310.00	209,310.00	209,310.00	100.00
248-965-965.405	CONTRIBUTION TO DDA/CAP IMP FD	18,749.97	300,000.00	100,000.00	100,000.00	74,999.97	0.00	75.00
	Total Dept 965 - CONTRIBUTIONS	236,049.97	517,300.00	309,310.00	309,310.00	284,309.97	209,310.00	91.92
Expenditures		778,951.94	1,300,115.70	1,338,450.00	1,338,450.00	916,364.26	243,821.83	68.46
Fund 248 - DOWNTOWN DEV AUTH/OPERATING FD:								
TOTAL REVENUES		1,265,907.15	1,299,306.39	1,338,450.00	1,338,450.00	1,433,819.65	37,515.43	107.13
TOTAL EXPENDITURES		778,951.94	1,300,115.70	1,338,450.00	1,338,450.00	916,364.26	243,821.83	68.46
NET OF REVENUES & EXPENDITURES:		486,955.21	(809.31)	0.00	0.00	517,455.39	(206,306.40)	
BEG. FUND BALANCE		668,413.20	668,413.20	667,603.89	667,603.89	667,603.89		

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Fund: 248 DOWNTOWN DEV AUTH/OPERATING FD								
END FUND BALANCE		1,155,368.41	667,603.89	667,603.89	667,603.89	1,185,059.28		

GL Number	Description	YTD Balance 03/31/2024 Norm (Abnorm)	End Balance 06/30/2024	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025 Norm (Abnorm)	Activity For 03/31/2025 Incr (Decr)	% Bdgt Used
Fund: 494 DOWNTOWN DEV AUTH/CAP IMP FUND								
Account Category: Revenues								
Department: 000 GENERAL REVENUES								
494-000-665.000	INTEREST ON INVESTMENTS	1,222.05	1,492.33	50.00	50.00	706.83	0.00	1,413.66
494-000-674.248	CONTRIBUTION FROM DDA/OPERATE	18,749.97	300,000.00	100,000.00	100,000.00	74,999.97	0.00	75.00
	Total Dept 000 - GENERAL REVENUES	19,972.02	301,492.33	100,050.00	100,050.00	75,706.80	0.00	75.67
	Revenues	19,972.02	301,492.33	100,050.00	100,050.00	75,706.80	0.00	75.67
Account Category: Expenditures								
Department: 261 ADMINISTRATION								
494-261-962.000	RESERVE FOR CONTINGENCIES	0.00	0.00	50.00	50.00	0.00	0.00	0.00
494-261-977.813	CAP OUTLAY/DDA PARKING	219,724.70	219,724.70	100,000.00	100,000.00	90,175.00	0.00	90.18
	Total Dept 261 - ADMINISTRATION	219,724.70	219,724.70	100,050.00	100,050.00	90,175.00	0.00	90.13
	Expenditures	219,724.70	219,724.70	100,050.00	100,050.00	90,175.00	0.00	90.13
Fund 494 - DOWNTOWN DEV AUTH/CAP IMP FUND:								
TOTAL REVENUES		19,972.02	301,492.33	100,050.00	100,050.00	75,706.80	0.00	75.67
TOTAL EXPENDITURES		219,724.70	219,724.70	100,050.00	100,050.00	90,175.00	0.00	90.13
NET OF REVENUES & EXPENDITURES:		(199,752.68)	81,767.63	0.00	0.00	(14,468.20)	0.00	
BEG. FUND BALANCE		0.00	0.00	81,767.63	81,767.63	81,767.63		
END FUND BALANCE		(199,752.68)	81,767.63	81,767.63	81,767.63	67,299.43		
Report Totals:								
TOTAL REVENUES - ALL FUNDS		1,285,879.17	1,600,798.72	1,438,500.00	1,438,500.00	1,509,526.45	37,515.43	104.94
TOTAL EXPENDITURES - ALL FUNDS		998,676.64	1,519,840.40	1,438,500.00	1,438,500.00	1,006,539.26	243,821.83	69.97
NET OF REVENUES & EXPENDITURES:		287,202.53	80,958.32	0.00	0.00	502,987.19	(206,306.40)	

BUDGET ADJUSTMENT SUMMARY

THIRD QUARTER - FY 24-25

FUND DEPT/ACTIVITY		Approved Budget	1st Qtr. Amendments	2nd Qtr. Amendments	3rd Qtr. Amendments	4th Qtr. Amendments	Tot. All Amendments	Amended Budget
DDA OPER FUND REV:	**#248**							
Property Taxes-Non School		1,256,900	-	-	750		750	1,257,650
Program Fees & Other		81,550	-	-	39,630		39,630	121,180
Appropriation of Surplus		-	-	-	-		-	-
TOTAL REVENUES		1,338,450	-	-	40,380	-	40,380	1,378,830
DDA OPER FUND EXP:	**#248**							
Administration		359,730	-	-	83,270		83,270	443,000
Police Services		36,910	-	-	50		50	36,960
Streetscape Maintenance		328,305	-	-	(15,500)		(15,500)	312,805
Parking System		57,020	-	-	-		-	57,020
Saxton Parking Facility		-	-	-	9,660		9,660	9,660
DDA Marketing		125,200	-	-	-		-	125,200
Contrib to DDA Debt Funds		209,310	-	-	-		-	209,310
Contrib to DDA Cap Imp Fund		100,000	-	-	70,000		70,000	170,000
Contingency		121,975	-	-	(107,100)		(107,100)	14,875
TOTAL EXPENDITURES		1,338,450	-	-	40,380	-	40,380	1,378,830

RESOLUTION

The following resolution was offered by Board Member________________and Seconded by Board Member________________.

WHEREAS, certain expenditures require allocation to departments differently than originally projected in the 2024-2025 City Budget, as adopted; and

WHEREAS, revenue forecasts and expenditure patterns require modifications to the original budgetary allocations as established in June 2024;

NOW, THEREFORE BE IT RESOLVED, that the 2024-2025 DDA Budget is hereby amended as indicated in the 3rd quarter amendments column of the attached Budget Adjustment Summary which is hereby made a part of this resolution.

BE IT FURTHER RESOLVED, that the Finance Director is hereby authorized to make the line item changes necessary to implement these budgetary amendments.

Requested Action: Approve 2024-25 Third Quarter Budget Amendments Resolution

Attachment(s): Quarterly Financial Reports and Budget Amendment Summary

MEMORANDUM

Date: May 6, 2025
To: DDA Board, DDA Staff
From: John Scanlon, Finance Director
Subject: Budget Review

Issue: Review of 2025-26 Downtown Development Authority budget

Analysis: Please find attached the proposed Downtown Development Authority (248) operating fund, as well as the capital improvement fund (494) budgets for the 2025-26 Fiscal Year. The proposed budget will be presented for adoption to the City Commission at their regular meeting on June 2, 2025. Per Michigan Public Act 57 of 2018, before the budget may be adopted by the board, it shall be approved by the governing body of the municipality. Funds of the municipality shall not be included in the budget of the authority except those funds authorized in this part or by the governing body of the municipality. Below is a brief synopsis of the proposed budgets:

The proposed operating budget for the 2025–26 fiscal year is $1,285,975, reflecting a 4% decrease from the 2024–25 budget. The primary revenue source continues to be property tax revenue from the established Tax Increment Financing (TIF) district, recorded under account 248-000-402.000. This line item has been reduced by $89,400 for the upcoming fiscal year due to the loss of the Library TIF capture, along with other minor reductions. The budget is based on the most current available tax data. Any required adjustments will be made through a formal budget amendment process.

The most significant change in the proposed budget is an increase in the transfer from the operating budget to the Capital Improvement Fund. The proposed budget includes a transfer of $300,000, representing a $200,000 increase from the amended 2024–25 budget. This adjustment is in anticipation of planned parking deck renovations during the 2025–26 fiscal year. The next largest change is the retirement of the 2015 LTGO Capital Bond, which accounted for $209,310 in expenditures during the 2024–25 fiscal year.

As a separate legal entity from the City, the Downtown Development Authority (DDA) is required to adopt an annual budget, which will occur following approval by the City Commission.

Requested Action: Review of the DDA Operating and DDA Capital Improvement Budgets

Attachment(s): Proposed DDA Operating and DDA Capital Improvement Budgets Resolution

BUDGET

Account #	Account Title	2023 /24 Amended Budget	2023 /24 Audited Actual	2024 /25 Original Budget	2024 /25 Amended Budget	2024 /25 6 Months Actual	2024 /25 12 Months Projected	2025 /26 Proposed Budget	2026 /27 Projected Budget	2027 /28 Projected Budget	2028 /29 Projected Budget	2029 /30 Projected Budget
	DDA OPERATING FUND REVENUES											
	DDA Operating Revenues											
248 000 402.000	CURRENT PROPERTY TAX/REAL	1,224,265	1,210,022	1,252,400	1,252,400	1,054,542	1,252,400	1,163,000	1,197,890	1,233,830	1,270,830	1,308,950
248 000 405.000	TAXES RECOVERED BY COUNTY	(3,000)	0	(3,000)	(3,000)	0	0	(3,000)	(3,030)	(3,090)	(3,180)	(3,280)
248 000 408.000	PRIOR YEAR TAX REFUNDS	0	0	0	0	0	0	0	0	0	0	0
248 000 409.000	PERSONAL PROPERTY TAX REPLACEMENT FEE	0	0	0	0	0	0	0	0	0	0	0
248 000 445.000	PENALTIES & INTEREST	0	0	0	0	0	0	0	0	0	0	0
248 000 531.000	STATE/FEDERAL GRANTS	0	0	0	0	0	0	0	0	0	0	0
248 000 573.000	LOCAL COMMUNITY STABILIZATION	13,600	21,727	7,500	7,500	8,230	8,230	7,500	7,730	7,960	8,080	8,200
248 000 532.000	FEDERAL GRANTS/CDBG	0	0	0	0	0	0	0	0	0	0	0
248 000 619.000	BENCH SALE REVENUES	10,000	12,725	0	0	10,000	12,000	0	0	0	0	0
248 000 620.000	CONCERT REVENUES	80,000	14,466	80,000	80,000	89,934	80,000	95,000	97,850	100,790	103,810	106,920
248 000 665.000	INTEREST ON INVESTMENTS	25,050	37,807	50	50	16,383	25,000	5,000	5,150	5,300	5,460	5,620
248 000 670.000	PROGRAM FEES	0	0	0	0	0	0	0	0	0	0	0
248 000 674.000	CONTRIB FROM PRIVATE SOURCES	0	0	0	0	0	0	0	0	0	0	0
248 000 674.095	CONTRIBUTIONS FOR LIGHT DECORATIONS	1,500	0	1,500	1,500	0	1,500	0	0	0	0	0
248 000 679.000	ADVERTISING REVENUE	2,110	2,110	0	0	0	0	0	0	0	0	0
248 000 680.000	OTHER INCOME	450	450	0	0	0	0	0	0	0	0	0
248 000 684.000	OFFICE RENTAL - DDA-587 ANN ARBOR TR	0	0	0	0	0	0	0	0	0	0	0
248 000 685.000	INSURANCE PROCEEDS	0	0	0	0	0	0	0	0	0	0	0
248 000 699.000	APPROP OF PR YR FUND BALANCE	39,030	0	0	0	0	0	18,475	0	0	0	0
	DDA OPERATING FUND REVENUE GRAND TOTAL	**1,393,005**	**1,299,306**	**1,338,450**	**1,338,450**	**1,179,090**	**1,379,130**	**1,285,975**	**1,305,590**	**1,344,790**	**1,385,000**	**1,426,410**

BUDGET

Account #	Account Title	2023 /24 Amended Budget	2023 /24 Audited Actual	2024 /25 Original Budget	2024 /25 Amended Budget	2024 /25 6 Months Actual	2024 /25 12 Months Projected	2025 /26 Proposed Budget	2026 /27 Projected Budget	2027 /28 Projected Budget	2028 /29 Projected Budget	2029 /30 Projected Budget
	DDA OPERATING FUND EXPENDITURES											
	Administration Expenditures											
248 261 706.000	SALARY & WAGES/FULL TIME	92,615	98,563	101,795	101,795	57,782	101,795	107,975	111,220	114,560	118,000	121,540
248 261 706.050	SALARY & WAGES/PART TIME	29,875	22,163	30,090	30,090	23,023	42,035	42,780	44,066	45,390	46,750	48,150
248 261 706.100	SALARY & WAGES/SICK	3,925	261	4,825	4,825	3,652	4,825	4,580	4,718	4,860	5,010	5,160
248 261 706.300	SALARY & WAGES/RETENTION	675	450	675	675	750	750	425	438	450	460	470
248 261 706.600	SALARY & WAGES/VACATON PAYOFF	1,645	1,625	2,140	2,140	0	2,140	2,245	2,312	2,380	2,450	2,520
248 261 707.000	SALARY & WAGES/TEMP-SEASONAL	1,600	2,870	3,365	3,365	3,657	6,250	3,000	3,090	3,180	3,280	3,380
248 261 709.000	SALARY & WAGES/OVERTIME	3,000	798	4,000	4,000	951	4,000	4,000	4,120	4,240	4,370	4,500
248 261 721.000	FRINGE BENEFITS	53,335	52,188	58,960	58,960	31,947	58,960	65,410	67,376	69,400	71,480	73,620
248 261 721.500	POST RETIREMENT BENEFITS	24,650	24,654	24,560	24,560	12,442	24,560	33,825	34,841	39,160	43,540	47,820
248 261 727.000	OFFICE SUPPLIES	500	410	500	500	92	500	500	515	530	550	570
248 261 728.000	POSTAGE	200	0	200	200	0	200	200	206	210	220	230
248 261 740.000	OPERATING SUPPLIES	2,000	1,734	2,000	2,000	28	2,000	2,000	2,060	2,120	2,180	2,250
248 261 815.000	ADMINISTRATIVE SERVICES	67,200	65,200	69,220	69,220	34,610	69,220	71,300	73,440	75,640	77,910	80,250
248 261 818.000	CONTRACTUAL SERVICES	16,000	14,039	17,000	17,000	7,926	17,000	17,500	18,026	18,570	19,130	19,700
248 261 818.150	CONT SVCS/CITY ATTY - SPECIAL	0	0	0	0	0	0	0	0	0	0	0
248 261 850.000	COMMUNICATIONS	3,500	3,629	4,500	4,500	1,847	4,500	5,000	5,150	5,300	5,460	5,620
248 261 860.000	TRANSPORTATION	1,000	612	1,000	1,000	129	1,000	1,000	1,030	1,060	1,090	1,120
248 261 864.000	CONFERENCES & MEETINGS	2,000	1,087	2,250	2,250	630	2,250	3,000	3,090	3,180	3,280	3,380
248 261 880.000	PUBLIC RELATIONS EVENTS	300	106	300	300	53	300	300	309	320	330	340
248 261 900.000	PRINTING & PUBLISHING	300	155	300	300	206	300	300	309	320	330	340
248 261 920.000	PUBLIC UTILITIES	2,660	2,557	2,750	2,750	1,151	2,750	3,000	3,090	3,180	3,280	3,380
248 261 925.000	PUBLICATIONS/SUBSCRIPTIONS	100	0	100	100	0	100	100	103	110	110	110
248 261 930.000	REPAIRS & MAINTENANCE	2,000	1,479	2,000	2,000	0	2,000	2,000	2,060	2,120	2,180	2,250
248 261 938.000	EQUIPMENT LEASE EXPENSE	1,200	145	1,200	1,200	0	1,200	1,200	1,236	1,270	1,310	1,350
248 261 940.000	EQUIPMENT RENTAL - FORCE ACCT	500	500	500	500	0	500	500	515	530	550	570
248 261 942.000	OFFICE RENT	21,000	20,855	22,500	22,500	12,450	22,500	23,625	24,335	25,070	25,820	26,590
248 261 956.000	MISCELLANEOUS	0	0	0	0	0	0	0	0	0	0	0
248 261 957.000	TRAINING EXPENSE	1,000	817	1,000	1,000	215	1,000	1,000	1,030	1,060	1,090	1,120
248 261 958.000	MEMBERSHIPS & DUES	2,000	730	2,000	2,000	515	2,000	2,000	2,060	2,120	2,180	2,250
248 261 962.000	RESERVE FOR CONTINGENCY	0	0	121,975	121,975	0	14,875	0	195,712	201,700	270,350	268,610
248 261 963.000	BAD DEBT EXPENSE/BANKRUPTCY	0	0	0	0	0	0	0	0	0	0	0
	Total	**334,780**	**317,626**	**481,705**	**481,705**	**194,054**	**389,510**	**398,765**	**606,458**	**628,030**	**712,690**	**727,190**
	Police Service Expenditures											
248 301 706.000	SALARY & WAGES/FULL TIME	21,970	22,357	22,745	22,745	11,800	22,745	23,935	24,300	24,790	25,290	25,800
248 301 706.100	SALARY & WAGES/SICK	0	639	0	0	0	0	0	0	0	0	0
248 301 706.200	SALARY & WAGES/HOLIDAY PAY	965	959	1,000	1,000	992	1,000	1,000	1,015	1,040	1,060	1,080
248 301 706.300	SALARY & WAGES/RETENTION	100	100	100	100	113	125	185	188	220	250	290
248 301 706.400	SALARY & WAGES/UNIFORM ALLOW	315	293	215	215	60	215	215	218	220	220	220
248 301 709.000	SALARY & WAGES/OVERTIME	1,825	470	1,225	1,225	211	1,225	2,000	2,031	2,070	2,110	2,150
248 301 721.000	FRINGE BENEFITS	10,765	10,798	11,625	11,625	5,712	11,625	12,100	12,285	12,530	12,780	13,040
248 301 721.500	POST RETIREMENT BENEFITS	0	0	0	0	0	0	0	0	0	0	0
248 301 725.500	MEAL ALLOWANCE	25	8	0	0	8	25	0	0	0	0	0
	Total	**35,965**	**35,623**	**36,910**	**36,910**	**18,895**	**36,960**	**39,435**	**40,037**	**40,870**	**41,710**	**42,580**

BUDGET

Account #	Account Title	2023 /24		2024 /25				2025 /26	2026 /27	2027 /28	2028 /29	2029 /30
		Amended Budget	**Audited Actual**	**Original Budget**	**Amended Budget**	**6 Months Actual**	**12 Months Projected**	**Proposed Budget**	**Projected Budget**	**Projected Budget**	**Projected Budget**	**Projected Budget**
	Infrastructure Maintenance Expenditures											
248 450 707.000	SALARY & WAGES/TEMP-SEASONAL	8,000	4,336	4,060	4,060	0	4,060	4,060	4,122	4,250	4,380	4,510
248 450 709.000	SALARY & WAGES/OVERTIME	1,600	513	350	350	0	350	350	355	370	380	390
248 450 721.000	FRINGE BENEFITS	650	371	325	325	0	325	325	330	340	350	360
248 450 721.500	POST RETIREMENT BENEFITS	0	0	0	0	0	0	0	0	0	0	0
248 450 740.000	OPERATING SUPPLIES	100	0	100	100	0	100	100	102	100	100	100
248 450 815.000	ADMINISTRATIVE SERVICES	147,060	142,780	151,470	151,470	75,735	151,470	156,010	160,690	165,510	170,480	175,590
248 450 818.000	CONTRACTUAL SERVICES	80,000	50,712	82,000	82,000	40,723	82,000	85,000	86,297	88,890	29,000	40,000
249 450 920.000	PUBLIC UTILITIES	0	0	0	0	0	0	0	0	0	0	0
248 450 930.000	REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
248 450 931.000	REPAIRS & MAINT- SUMMER	26,500	26,110	20,000	20,000	5,275	20,000	15,000	15,229	15,690	16,160	16,640
248 450 932.000	REPAIRS & MAINT - WINTER	45,000	36,020	45,000	45,000	6,950	45,000	47,000	47,717	49,150	50,620	52,140
248 450 933.000	HOLIDAY LIGHTS MAINTENANCE	25,000	17,280	25,000	25,000	9,500	9,500	25,000	25,381	26,140	26,920	27,730
248 450 940.000	EQUIPMENT RENTAL - FORCE ACCT	0	0	0	0	0	0	0	0	0	0	0
	Total	**333,910**	**278,121**	**328,305**	**328,305**	**138,183**	**312,805**	**332,845**	**340,222**	**350,440**	**298,390**	**317,460**
	Parking System Expenditures											
248 529 740.000	OPERATING SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
248 529 815.000	ADMINISTRATIVE SERVICES	42,350	41,120	43,620	43,620	22,259	43,620	44,930	46,280	47,670	49,100	50,570
248 529 818.000	CONTRACTUAL SERVICES	13,000	3,592	13,400	13,400	449	13,400	13,800	14,010	14,430	14,860	15,310
248 529 920.000	PUBLIC UTILITIES	0	0	0	0	0	0	0	0	0	0	0
248 529 930.000	REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
	Total	**55,350**	**44,712**	**57,020**	**57,020**	**22,708**	**57,020**	**58,730**	**60,290**	**62,100**	**63,960**	**65,880**
	Saxton Parking Facility Expenditures											
248 531 740.000	OPERATING SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
248 531 818.000	CONTRACTUAL SERVICES	0	0	0	0	0	0	0	0	0	0	0
248 531 850.000	COMMUNICATIONS	0	0	0	0	0	0	0	0	0	0	0
248 531 920.000	PUBLIC UTILITIES	2,000	3,409	0	0	3,967	9,660	0	0	0	0	0
	Total	**2,000**	**3,409**	**0**	**0**	**3,967**	**9,660**	**0**	**0**	**0**	**0**	**0**
	DDA Marketing Expenditures											
248 811 727.000	OFFICE SUPPLIES	1,000	0	1,000	1,000	0	1,000	1,000	1,015	1,050	1,080	1,110
248 811 728.000	POSTAGE	200	0	200	200	0	200	200	203	210	220	230
248 811 740.000	OPERATING SUPPLIES	1,500	1,034	2,000	2,000	387	2,000	2,000	2,031	2,090	2,150	2,210
248 811 794.000	CONCERT EXPENSES	80,000	83,334	90,000	90,000	39,141	90,000	95,000	96,449	99,340	102,320	105,390
248 811 818.000	CONTRACTUAL SERVICES	24,000	15,552	25,000	25,000	9,974	25,000	50,000	50,763	52,290	53,860	55,480
248 811 818.410	CONT SVCS/ADVERTISING PROMO	0	0	0	0	0	0	0	0	0	0	0
248 811 818.415	CONT SVCS/PSD MARKETING	0	0	0	0	0	0	0	0	0	0	0
248 811 864.000	CONFERENCES & MEETINGS	0	0	0	0	0	0	0	0	0	0	0
248 811 900.000	PRINTING & PUBLISHING	7,000	3,403	7,000	7,000	2,343	7,000	8,000	8,122	8,370	8,620	8,880
	Total	**113,700**	**103,323**	**125,200**	**125,200**	**51,845**	**125,200**	**156,200**	**158,583**	**163,350**	**168,250**	**173,300**
	Capital Outlay											
248 900 977.290	CAP OUTLAY/ DDA ADMIN	0	0	0	0	0	0	0	0	0	0	0
248 900 977.811	CAP OUTLAY/ MARKETING	0	0	0	0	0	0	0	0	0	0	0
248 900 977.813	CAP OUTLAY/ PARKING	0	0	0	0	0	0	0	0	0	0	0
248 900 977.820	CAP OUTLAY/ STSCAPE PHASE 1	0	0	0	0	0	0	0	0	0	0	0
	Total	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	DDA OPERATING FUND (OPERATING) EXPENDITURE TOTAL	**875,705**	**782,816**	**1,029,140**	**1,029,140**	**429,651**	**931,155**	**985,975**	**1,205,590**	**1,244,790**	**1,285,000**	**1,326,410**

BUDGET

Account #	Account Title	2023 /24 Amended Budget	2023 /24 Audited Actual	2024 /25 Original Budget	2024 /25 Amended Budget	2024 /25 6 Months Actual	2024 /25 12 Months Projected	2025 /26 Proposed Budget	2026 /27 Projected Budget	2027 /28 Projected Budget	2028 /29 Projected Budget	2029 /30 Projected Budget
	Transfers-Out to Other Funds											
248 965 965.310	CONTRIB TO 2010 CAP IMP DBT FD (STREETSC	0	0	0	0	0	0	0	0	0	0	0
248 965 965.315	CONTRIB TO 2015 LTGO CAP IMP DBT FD	217,300	217,300	209,310	209,310	0	209,310	0	0	0	0	0
248 965 965.405	CONTRIB TO DDA CAP IMP FUND	300,000	300,000	100,000	100,000	50,000	170,000	300,000	100,000	100,000	100,000	100,000
248 965 965.494	CONTRIB TO DDA CONSTRUCTION FUND	0	0	0	0	0	0	0	0	0	0	0
	Total	**517,300**	**517,300**	**309,310**	**309,310**	**50,000**	**379,310**	**300,000**	**100,000**	**100,000**	**100,000**	**100,000**
	DDA OPERATING FUND EXPENDITURE GRAND TOTAL	**1,393,005**	**1,300,116**	**1,338,450**	**1,338,450**	**479,651**	**1,310,465**	**1,285,975**	**1,305,590**	**1,344,790**	**1,385,000**	**1,426,410**
	DDA OPERATING FUND BALANCE											
	BEGINNING SURPLUS (OR DEFICIT)	668,413	668,413	667,604	667,604	667,604	667,604	751,144	751,144	946,856	1,148,556	1,418,906
	CURRENT-YEAR REVENUES	1,393,005	1,299,306	1,338,450	1,338,450	1,179,090	1,379,130	1,285,975	1,305,590	1,344,790	1,385,000	1,426,410
	CURRENT-YEAR EXPENDITURES	(1,393,005)	(1,300,116)	(1,338,450)	(1,338,450)	(479,651)	(1,310,465)	(1,285,975)	(1,305,590)	(1,344,790)	(1,385,000)	(1,426,410)
	CURR-YEAR SURPLUS (OR DEFICIT)	**0**	**(809)**	**0**	**0**	**699,439**	**68,665**	**0**	**0**	**0**	**0**	**0**
	+ CONTINGENCY / - APPROPRIATION OF PRIO	(39,030)	0	121,975	121,975	0	14,875	0	195,712	201,700	270,350	268,610
	ENDING SURPLUS (OR DEFICIT)	**629,383**	**667,604**	**789,579**	**789,579**	**1,367,042**	**751,144**	**751,144**	**946,856**	**1,148,556**	**1,418,906**	**1,687,516**

BUDGET

Account #	Account Title	2023 /24 Amended Budget	2023 /24 Audited Actual	2024 /25 Original Budget	2024 /25 Amended Budget	2024 /25 6 Months Actual	2024 /25 12 Months Projected	2025 /26 Proposed Budget	2026 /27 Projected Budget	2027 /28 Projected Budget	2028 /29 Projected Budget	2029 /30 Projected Budget
	DDA CAPITAL IMPROVEMENT FUND REVENUES											
494 000 665.000	INTEREST ON INVESTMENTS	50	1,492	50	50	707	50	50	50	50	50	50
494 000 674.010	CONTRIBUTIONS / PUBLIC FOUNTAIN	0	0	0	0	0	0	0	0	0	0	0
494 000 674.248	CONTRIBUTION FROM DDA OPER FUND	300,000	300,000	100,000	100000	50,000	100,000	300,000	100,000	100,000	100,000	100,000
494 000 699.000	APPROP OF PR YR FUND BALANCE	0	0	0	0	0	0	0	0	0	0	0
	DDA CAPITAL IMPROVEMENT FUND REVENUE GRAND TOTAL	**300,050**	**301,492**	**100,050**	**100,050**	**50,707**	**100,050**	**300,050**	**100,050**	**100,050**	**100,050**	**100,050**
	DDA CAPITAL IMPROVEMENT FUND EXPENDITURES											
494 261 818.406	CONT SVCS/ENG-ARCH	0	0	0	0	0	0	0	0	0	0	0
494 261 818.450	CONT SVCS/STREET CONSTRUCTION	0	0	0	0	0	0	0	0	0	0	0
494 261 962.000	RESERVE FOR CONTINGENCY	50	0	50	50	0	50	50	50	50	50	50
494 261 972.437	CAP OUTLAY/LAND IMP - PUBLIC FOUNTAIN	0		0	0	0	0	0	0	0	0	0
494 261 976.437	CAP OUTLAY/REPAIRS & MAINTENANCE	0		0	0	0	0	0	0	0	0	0
494 261 977.000	CAP OUTLAY/EQUIPMENT	0		0	0	0	0	0	0	0	0	0
494 261 977.813	CAP OUTLAY/DDA PARKING & DECK	300,000	219,725	100,000	100,000	90,175	100,000	300,000	100,000	100,000	100,000	100,000
494 261 977.820	CAP OUTLAY/STREETSCAPE MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
	DDA CAPITAL IMPROVEMENT FUND EXPENDITURE GRAND TOTAL	**300,050**	**219,725**	**100,050**	**100,050**	**90,175**	**100,050**	**300,050**	**100,050**	**100,050**	**100,050**	**100,050**
	DDA CAPITAL IMPROVEMENT FUND											
	BEGINNING SURPLUS (OR DEFICIT)	(0)	(0)	81,768	81,768	81,768	81,768	81,818	81,868	81,918	81,968	82,018
	CURRENT-YEAR REVENUES	300,050	301,492	100,050	100,050	50,707	100,050	300,050	100,050	100,050	100,050	100,050
	CURRENT-YEAR EXPENDITURES	(300,050)	(219,725)	(100,050)	(100,050)	(90,175)	(100,050)	(300,050)	(100,050)	(100,050)	(100,050)	(100,050)
	CURRENT-YEAR SURPLUS (OR DEFICIT)	**0**	**81,768**	**0**	**0**	**(39,468)**	**0**	**0**	**0**	**0**	**0**	**0**
	+ CONTINGENCY / - APPROPRIATION OF PRIO	50	0	50	50	0	50	50	50	50	50	50
	ENDING SURPLUS (OR DEFICIT)	**50**	**81,768**	**81,818**	**81,818**	**42,299**	**81,818**	**81,868**	**81,918**	**81,968**	**82,018**	**82,068**

Downtown PLYMOUTH

Not Just a Walk In the Park

831 Penniman Ave. Plymouth MI 48170
Ph: 734.455.1453 Fax: 734.459.5792

Information Only

To: DDA Board

From: DDA Staff

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2024\May2025

Date: 05/06/2025

Re: Event Season 2025

Event season in Downtown Plymouth kicked off with the Spring Artisan Market on May 3rd. 50+ vendors offering unique, handmade goods and some local non-profits were thoughtfully mapped out in The Gathering, Penniman, and Kellogg Park. The weather cooperated and an impressive number of visitors browsed and shopped during the 9AM – 3PM event time. Thanks to Mayor Deal and DDA Chair Pollard for their assistance in making the event a success.

We look forward to the many events DTP hosts during event season, especially beautiful Friday nights in Kellogg Park all summer with the Music in the Air concerts. Though the DDA does not organize all these events, it works with the organizers to facilitate a smooth experience.

Music in the Air Friday Night Concerts *(*excludes Art in the Park weekend 7/11 – 7/13)*

Date	Band	Theme
5/23	Chris Canas Band	Family Fun Night
5/30	Shawn Riley Band	Plymouth Art Night
6/6	The Ones and Twos	Luau Night
6/13	DTour	First Responders Night
6/20	Power Play Detroit	Superhero Night
6/27	Motor City Sul	Carnival Night
7/4	Ava James	Independence Day Celebration
7/18	Steve King & The Dittilies	Hollywood Night
7/25	Big Shiny Toons	90s Night
8/1	Larry Lee & The Back in the Day Band	Wally Donoghue Car Show
8/8	Theo Gridiron & Friends	Sports Night
8/15	Zang	Thunderbirds Celebrate 70 Car Show
8/22	Geff Phillips & Friends	Military Appreciation Night
8/30	Magic Bus	60s Night/USA Hockey

Downtown Plymouth Event Season 2025 *(*excludes Art in the Park weekend 7/11 – 7/13)*

Date	Event	Organizer
5/3 (9AM – 3PM)	Spring Artisan Market	DDA
Every Saturday* Starts 5/10 (8AM – 12:30PM)	Plymouth Farmers Market	Plymouth Community Chamber of Commerce
Every Friday* Starts 5/23 (7PM)	Music in the Air Friday Night Concerts	DDA
5/26 (9 – 11:45AM)	Memorial Day Parade	Plymouth Lions Club
Every Thursday* Starts 5/29-July 31 (7PM)	Plymouth Community Band Concerts	Plymouth Community Band
6/3 (6PM)	Michigan Phil Youth Orchestra Pops Concert	Michigan Phil Youth Orchestra
6/8 (9-11AM)	Pilates in the Park	Warehouse Pilates
6/11, 7/9, 8/6 (6:30PM)	Yoga in the Park	Plymouth Yoga Room
6/17 (5-9PM)	Morning Glow Yoga – Sound Bath & Cello	aloe + alchemy LLC
6/22 (2:30 – 4:30PM)	Praise Fest	Our Lady of Good Counsel
Every Wednesday Starts 6/18 through 8/20 (12PM)	Wilcox Wednesdays Music in the Park Children's Concerts	Plymouth Community Arts Council
6/28 (7PM)	Michigan Philharmonic Patriotic Concert	Michigan Philharmonic
7/4 (9-11AM)	Good Morning USA Parade	Kiwanis Club of Colonial Plymouth
7/11, 7/12, 7/13	Art in the Park	Art in the Park
7/25, 7/26	Inside-Out Summer Sales	Plymouth Community Chamber of Commerce
8/10	Robots in the Park	Lightning Robotics
9/5, 9/6, 9/8	Plymouth Fall Festival	Plymouth Fall Festival
8/18	Ladies Night Out	Plymouth Community Chamber of Commerce
9/18	Glow Yoga	F45 Training
9/27	Michigan Downtown Day	DDA
October	Scarecrows in the Park	Plymouth Community Chamber of Commerce
10/19 (11:30AM – 2:30PM)	Pumpkin Palooza	Plymouth Community Chamber of Commerce

Look for another update as we get closer to the holiday event season.