

**BATTLE CREEK DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

Thursday, May 28, 2020, 1:30 PM
Meeting VIA ZOOM

MEMBERS PRESENT: Kim Carter, Paul Conkey, Rebecca Fleury, John Godfrey, Edward Guzzo, Nelson Karre, Cody Newman, Kyra Wallace
Ex-Officio: Commissioner Kate Flores and Commissioner Susan Baldwin
Advisory: Kelli Scott

ABSENT: Ross Simpson

OTHERS PRESENT: Ted Dearing, Linda Morrison, John Hart, Jessica VanderKolk, Sarah VanWormer

Call to order: Mr. Conkey called meeting to order at 1:30pm.

Welcome and Introductions: All participants were recognized by Chairman Conkey.

Approval of Minutes:

MOTION: Mr. Godfrey moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes from January 27, 2020. Mr. Newman supported the motion. Unanimously approved.

Interim Financial statements:

Ms. Morrison reviewed the interim financial statements for the period 7/1/19 through 4/30/20. Revenue is over expenditures in the amount of \$3,294,798. The debt service payment will be paid in May 2020 and will bring the net closer to budget.

MOTION: Mr. Karre moved that the Battle Creek Downtown Development Authority Board of Directors approve the interim financial statements as presented. Mr. Godfrey supported the motion. Unanimously approved.

Budget Amendment FY2020:

Ms. Morrison discussed the proposed changes to the fiscal year ending 6/30/2020 budget; increased property tax revenue with the completion of the year end reconciliation process, a request to 100% fund the central business district (CBD) maintenance costs (original budget was less than 100% of budgeted costs), \$30K in support for the intermodal facility on McCamly due to the delay in implementation of long term parking and the revenues associated with it, and the reduction of \$150k expenditures for the delay into the next fiscal year of the downtown special project that included Battle Rock. Proposed revenues over expenditures is \$566,820 with a proposed ending fund balance of \$885,813.

MOTION: Mr. Godfrey moved that the Battle Creek Downtown Development Authority Board of Directors approve the budget amendment for FY 2020 as presented. Mr. Newman supported the motion. Unanimously approved.

Budget Approval FY 2021:

Ms. Morrison reviewed the proposed budget for fiscal year ending 6/30/2021. Proposed revenue budget is \$4,843,475. Expenditure budget includes \$180K debt service for the Quiet Zone project, 100% funding for central business district costs, continuation of one downtown police officer, Kellogg Arena and Economic Development Fund support in the same amount as the prior year, and \$180K special project costs to include Battle Rock (\$150K) and parking lot improvement behind Rice's Shoes/New Holland (\$30K). Net revenues over expenditures proposed budget shows \$515,580 and a proposed ending fund balance at 6/30/21 of \$1,401,393. There was discussion surrounding the State Aid Revenue and the comfort level of the amount. The State cannot reduce this line item legislatively, and the dynamic formula will not come into play until FY22. Staff

are comfortable with the proposed budget number and should know by the end of the calendar year what the actual revenue will be.

MOTION: Mr. Guzzo moved that the Battle Creek Downtown Development Authority Board of Directors approve/adopt the FY 2020 budget as presented. Mr. Karre supported the motion. Unanimously approved.

Ms. Fleury expressed gratitude for the board's support of city programs, particularly the CBD maintenance and downtown police officer, during this difficult budgetary time for the city's general fund.

Project Update:

Rent-Mortgage Assistance Program (RMAP): The Economic Development Team is rolling out an assistance program in targeted areas around the city, some of which are within the DDA boundary. Up to \$2k per month for three months is available to qualified applicants.

Battle Rock: Developers have not given up on the project and continue looking for funding including MEDC.

Dumpster corral concept: The site plan was discussed including public parking, bike rack placement, and dumpster corral. As New Holland ramps up construction there is a need to modify the space to accommodate parking for merchants as well as the outdoor beer garden.

Other: Mr. Dearing brought up the old Binder Building and the possibility there may be a future request to the DDA for funding related to this site.

Member/Citizen Comments: None

Adjourn: 2:09 pm

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