I. CALL TO ORDER

II. ROLL CALL

II. APPROVAL OF MINUTES
   ➢ Authorize Cargo to record the minutes
   ➢ July 29, 2019 DDA Board Meeting

IV. OLD BUSINESS
   1. None

V. NEW BUSINESS
   1. Review and Approve 2020 DDA Budget
   2. Other Items of Interest

VI. PUBLIC COMMENTS/QUESTIONS (Limited to three minutes, please)

VII. ADJOURNMENT
GRAND HAVEN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
MONDAY, JULY 29, 2019

I. CALL TO ORDER
Chair Heinritz called the meeting of the Grand Haven Charter Township Downtown Development Authority (DDA) Board to order at 12:10 p.m.

II. ROLL CALL
Board members present: Heinritz, Loftis, Bekins, Robbins, Sphabmixay, Reenders, Luckey
Board members absent: Rycenga, Helder

Also present was Manager Cargo.

Without objection, Heinritz requested that Cargo record the minutes.

III. APPROVAL OF MINUTES
Without objection, the minutes of the November 28, 2018 Downtown Development Authority meeting were approved.

IV. OLD BUSINESS
None

V. NEW BUSINESS
1. Cargo noted that the Robbins Road watermain and sidewalk project has been delayed until 2020 to allow for a portion of the Warber Drain within the street right-of-way to be replaced. Therefore, Cargo is proposing that a 172nd Avenue stormwater drain replacement project be completed during FY 2019.

The bids would replace about 317 feet of storm drain within the 172nd Avenue right-of-way south of Comstock Street at an estimated cost of about $150k with about a 10% contingency.

Discussion noted that the original project is no longer under warranty and that this repair would be an appropriate use of DDA monies.

Cargo noted that unless the bids exceeded the engineer's estimate, the approval of the bids would be sent directly to the Township Board for authorization to proceed.

Motion by Reenders, supported by Bekins to authorize the Prein and Newhof to complete bids for the replacement of approximately 317 feet of large diameter storm drain along 172nd Avenue south of Comstock Street. Which motion carried.
IV. PUBLIC COMMENTS/QUESTIONS
Discussion was held on the DDA's future. It was noted that the DDA would likely be dissolved in 2021 or 2022 after the final infrastructure projects were completed. The next major project will be the extension of sanitary sewer under US-31 at the Hayes Street location – tentatively scheduled for 2021.

If dissolved the BRA could be retained; or this service could be forwarded to the Ottawa County BRA.

V. ADJOURNMENT
Without objection, Heinritz adjourned the meeting at 12:16 p.m.

Respectfully Submitted,

William D. Cargo, Recording Secretary
Grand Haven Charter Township
Downtown Development Authority
SUPERINTENDENT'S MEMO

DATE: October 25, 2019
TO: Downtown Development Authority Board
FROM: Bill
SUBJECT: 2020 Budget Meeting

As you may recall, the DDA Board is required under the DDA Ordinance to prepare a budget and submit the proposed budget to the Township Board for consideration and approval.

The DDA budget has projected revenues of about $786k with estimated expenditures of $1.17 million. This estimate is based upon a "captured" full value equivalent tax base of about $62.03 million with a millage rate of 10.1641 mills. (*Please see attached spreadsheet.*)

It should be noted that most Personal Property Tax revenues (or PPT) are eliminated. The impact of the PPT exemption is significant on the DDA Fund; but, the State of Michigan is expected to reimburse the Township for this revenue loss in the amount of $125,000 for FY 2020.

The DDA will have three (3) construction projects during FY2020. These projects include:

a. $903k for the installation of sidewalks, extension of water main, and replacement of storm sewers along Robbins Road;
b. $212k to replace a section of large diameter storm sewer along 172nd Avenue south of Comstock Street; and,
c. $25k to install a mid-block crossing of 172nd Avenue near Timberdunes Drive.

Because cash reserves for the DDA are estimated at about $1.67 million at the end of FY 2019, it is expected that even with these three capital projects that the DDA will have about $1.3 million in cash reserves for another major capital project(s) during FY 2021. A summary of the DDA fund balance is listed below:

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Expenditures</th>
<th>Difference</th>
<th>Projected Fund Balance on 12/31/19</th>
<th>Projected Fund Balance on 12/31/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>$785,780</td>
<td>$1,166,440</td>
<td>($380,660)</td>
<td>$1,681,535</td>
<td>$1,300,875</td>
</tr>
</tbody>
</table>
A line item review of the budget is shown below:

If the DDA Board agrees with the aforementioned budget proposal, the following motion can be offered:

**Move to recommend to the Grand Haven Charter Township Board the FY2020 DDA budget, as presented.**

If you have any questions or comments, please contact me at your convenience.
2019 Captured Taxable Values

<table>
<thead>
<tr>
<th>Captured Taxable Value</th>
<th>Advalorem</th>
<th>$62,892,484</th>
<th>Advalorem Tax Rate</th>
<th>10.1641</th>
</tr>
</thead>
<tbody>
<tr>
<td>IFT</td>
<td>-858,228</td>
<td>IFT Tax Rate</td>
<td>5.08205</td>
<td></td>
</tr>
</tbody>
</table>

**Total** $62,034,256

DDA Capture/FTE $62,463,370

Tax Rates: | Advalorem | IFT | ($) | ($) | ($) |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Millage</td>
<td>Millage</td>
<td>Advalorem</td>
<td>IFT</td>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

Grand Haven Township:

- Operating: 65,603 (-447.60) = 65,156
- Museum: 15,604 (-106.46) = 15,497
- Aging Council: 15,516 (-105.86) = 15,410
- Fire Operating: 115,043 (-784.93) = 114,258
- Water Debt: 0
- Transportation: 57,515 (-392.42) = 57,123
- Bicycle Path: 27,522 (-187.78) = 27,334

Total Twp. 296,802$ (-2,025.05) = 294,777$

Ottawa County:

- Operating: 245,281 (-1,673.54) = 243,607
- E-911: 27,201 (-185.59) = 27,015
- Parks: 20,509 (-139.93) = 20,369
- Roads: 30,912 (-214.55) = 30,697
- Com Mental Health: 18,541 (-126.50) = 18,414

Total County 342,443$ (-1,999.06) = 340,103$

Total All Millages: 639,245$ (-4,024.11) = 634,880$