



City of
Jonesville

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**CITY OF JONESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
MAY 9, 2017 - 7:30 A.M.**

*PLEASE NOTE CHANGED LOCATION:
JONESVILLE POLICE DEPARTMENT
116 W. CHICAGO STREET*

1. **CALL TO ORDER**
2. **PRESENTATIONS AND RECOGNITIONS**
 - A. None
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES – March 14, 2017**
5. **PUBLIC COMMENT**
6. **NEW BUSINESS**
 - A. Fiscal Year 2017-18 Budget [Action]
 - B. South Parking Lot Utilities Expenditure [Action]
 - C. Slogan Contest [Action]
 - D. Riverfest Resolutions [Action]
 - E. Project Updates [Information/Discussion]
7. **OTHER BUSINESS**
8. **ADJOURNMENT– Next Scheduled Meeting: July 11, 2017, 7:30 a.m.**



To: Jonesville DDA Board
From: Jeffrey M. Gray, City Manager
Date: May 4, 2017
Re: Manager Report and Recommendations – May 9, 2017 DDA Meeting

6. A. Fiscal Year 2017-18 Budget Recommendation **[Action]**

The appointed budget committee of Chair Don Toffolo, Don Germann, Gerry Arno and I met and prepared the enclosed recommendations for the 2017-18 fiscal year budget that begins on July 1st. Revenues remain fairly flat, so the budget continues to focus on maintenance of the Downtown infrastructure and debt service. The budget proposes carrying over burial of utility lines and resurfacing the south parking lot. City staff has been coordinating with the utility providers and anticipates the start of utility work in the late part of the current fiscal year, with paving to follow near the start of the next fiscal year. Other current and anticipated future capital expenditures are provided, along with a copy of the fund balance sheet for the end of the current fiscal year. Additional detail will be provided at the meeting. A motion to recommend City Council approve the proposed FY 2017-18 budget, as recommended by the budget committee or with amendments, will be necessary. *Please refer to the enclosed copy of the draft budget, capital projects list, and the current fund balance.*

6. B. South Parking Lot Expenditure **[Action]**

Related to the capital projects budget described above, DPW Superintendent Mike Kyser has been gathering costs for utility burial. Consumers Energy has indicated that the cost of burial of the electrical lines will be in the range of \$20,000 to \$25,000. There will be additional charges for modifications to individual customer services, estimated at \$15,000. I would ask that the DDA discuss these anticipated charges and act to authorize staff to proceed to request Consumers Energy complete a cost estimate and schedule.

6. C. Slogan Contest **[Action]**

The slogan contest subcommittee met on March 20th to review the submittals. The committee selected the attached slogan, submitted by two Williams Elementary students. It was the view of the committee that the slogan could be used with banners or promotional materials to advertise Downtown during school event times. The winning prize was advertised as a \$50 gift card. I would recommend at least a \$25 card to the Udder Side for each of the winners. The subcommittee recommends presenting the award at the Picnic in the Park event that will be held on Friday, May 19th in conjunction with Riverfest. *Please refer to the attached slogan entry.*

6. D. Riverfest Resolutions **[Action]**

Dana Kyser and Lenore Spahr have served on the Riverfest Committee for several years. They have recently announced that they will be stepping away from the event. The Committee is interested in coordinating with the DDA to offer public recognition of their service. I will have resolutions for your consideration at the meeting. I would recommend a motion to approve the recognition, which will be presented at the Picnic in the Park, on May 19th.

6. D. Project Updates **[Information/Discussion]**

This item is reserved for to address status updates on a number of projects, as identified on the agenda and any others that members may have questions about.