



TO: Downtown Development Authority Board
FROM: Bryan Myrkle, Community Development Director
SUBJECT: Fiscal Year 21/22 DDA Budget
DATE: APRIL 16, 2021

At your DDA Board meeting next Tuesday evening, you will have the opportunity to develop a budget for Fiscal Year 21/22. The fiscal year begins on July 1, 2021 and ends on June 30, 2022.

The City estimates that the DDA will have revenue of \$38,725 during Fiscal Year 21/22. From that, \$13,000 is Special Assessment revenue used to pay for the sidewalk snow removal service. Other regular annual expenses from the DDA budget include funds for planting flowers and watering them throughout the summer, and garbage service for the waste receptacles downtown. Garbage service is \$2,700 annually, and we can estimate the expense of flower watering at approximately \$5,000, however that is somewhat weather dependent. There are usually expenses each year associated with sidewalk and streetscape repair, as well – these have ranged from \$5,000 to \$7,000, and include equipment rental, labor and supplies.

This leaves approximately \$13,000 for more discretionary spending for the upcoming year. Some of the suggestions for using these funds that have been made thus far include:

- Funding for a portion of the proposed new dumpster corral
- Funding for National Register historic signs for downtown businesses
- Paying for additional holiday decorations
- Funding for possible ‘wayfinding’ signs, or signs along Lansing Street directing visitors downtown
- Professional planning and legal assistance for an extension of the DDA finance and development plan.



If the board is interested in these ideas, some have known estimated costs, and others could be capped at a certain amount for budgeting purposes. I have included some examples below:

- The lighted holiday decorations that could be installed on our street light posts downtown can be rented for an annual expense of less than \$2,000.
- The business-sized National Register historic signs can be obtained for \$50 each, and the DDA could fund, for example, 10 signs this year for \$1,000.
- The cost of a new dumpster corral is not yet known, but the DDA could offer to pay for half of it up to a certain amount.
- Similarly there is no estimate for signage on Lansing Street or wayfinding signage downtown, but the DDA could earmark funds now in the budget, and adjust the amount later if necessary.
- Costs associated with the long term plan extension can be roughly estimated and a budget number adjusted.

DDA Board members are welcome to suggest other budget items at our meeting, as well.