



**DOWNTOWN DEVELOPMENT AUTHORITY  
FINANCE COMMITTEE MEETING  
WEDNESDAY, MAY 26, 2021 – 11:00 A.M.**

**COMMITTEE MEMBERS PRESENT:** David Blaszkiewicz  
Melvin Hollowell  
John Naglick  
Steve Ogden

**COMMITTEE MEMBERS ABSENT:** Sonya Delley

**OTHERS PRESENT:** Cora Capler (DEGC/DDA)  
Malinda Jensen (DEGC/DDA)  
Kevin Johnson (DEGC/DDA)  
Jennifer Kanalos (DEGC/DDA)  
Paul Kako (DEGC/DDA)  
Glen Long, Jr. (DEGC/DDA)  
Rebecca Navin (DEGC/DDA)



**MINUTES OF THE DOWNTOWN DEVELOPMENT AUTHORITY  
FINANCE COMMITTEE MEETING  
WEDNESDAY, MAY 26, 2021  
ZOOM VIRTUAL MEETING – 11:00 A.M.**

**GENERAL**

**Call to Order**

Chairman Naglick called the Finance Committee meeting of the Downtown Development Authority Board of Directors to order at 11:01 a.m. Roll call was conducted and a quorum was established.

**Approval of Minutes**

Mr. Naglick asked if there were any additions, deletions, or corrections to the minutes of the April 22, 2021 Finance Committee meeting. Hearing none, the Committee took the following action:

Mr. Hollowell made a motion approving the April 22, 2021 minutes, as written. Mr. Blaszkiewicz supported the motion. All in favor, no opposition.

**DDA Budget for FY 2021-22**

Ms. Kanalos advised that pursuant to Article 228, Act 57, DDA staff has prepared the attached DDA budget for FY 2021-22 Downtown Development Authority's General Fund Budget for your review prior to its submission to the City Council for its approval.

The amount of funds available from the one mill tax for FY 2021-22 has been estimated at \$1,050,000, net of collection delinquencies and reserves for tax settlements representing no change from the FY 2020-21 budget. Transfer from the DDA's Tax Increment Fund will also remain unchanged from the 2020-21 budgeted allocation of \$750,000.

The FY 2021-22 budget reflects revenues of \$800,000 to be generated from the parking operations, representing no change in parking revenues from the FY 2020-21. Other/Events Center Revenues are estimated at \$15,000, also representing no change from FY 2020-21. A Fund balance transfer of \$350,000 represents an expected accumulation of expenses over revenues.

On the appropriations side, contractual services of \$1,940,000, reflects no increase from FY 2020-21. The budgeted amount of \$550,000 for professional services and fees, inclusive of a \$10,000 expense for Computer Support, represents no change from FY 2020-21. There is a \$25,000 decrease related to parking operations for FY 2021-22 because the DDA is no longer managing surface parking lots. Finally, \$500,000 of allocated funds for Special Projects and Contingencies for FY 2021-22 remains the same as FY 2020-21.

Ms. Kanalos requested that the Finance Committee recommend the approval of DDA FY 2021-22 budget to the Board.



Mr. Blaszkiewicz asked two questions regarding the Earnings on Investment line item. He asked Mr. Long to explain how he built the FY 22 projections and does the DDA have an adopted investment policy. And if not, should this Committee create an investment policy. Mr. Long stated that idle funds are invested in government backed mutual funds, T-Bills, no commercial paper. Projections are typically consistent with the year prior. In FY 21, we were overly optimistic and this year's projections are more conservative and realistic.

In response to the second question, Mr. Long explained that the DDA for the last 10-12 years relies on the city's investment protocols and guidelines and manages its own investment strategy. Prior to that, the City's Debt Management Department managed the DDA investment accounts. The DDA has not adopted a separate investment policy. Mr. Naglick provided an overview of the city's investment policy and reiterated that there is not a lot of yield in the market right now. Mr. Long clarified that this investment strategy is for the FY 21-22 operating budget only.

Mr. Naglick further explained the importance of revenue projections noting that the city collection as of March 1 realized a 98.4% collection of revenue within the DDA District. This should give us some comfort.

Subsequent to the discussion, the Finance Committee took the following action:

Mr. Hollowell made a motion approving the recommendation of the DDA FY 2020-21 Budget to the Board, as presented. Mr. Blaszkiewicz seconded the motion. All in favor, no opposition noted.

### **PUBLIC COMMENT**

None.

### **ADJOURNMENT**

With there being no other business to be brought before the Committee, Mr. Hollowell made a motion to adjourn the meeting. Mr. Blaszkiewicz seconded the motion. Mr. Naglick adjourned the meeting at 11:28 a.m.