

Synopsis of Otsego Main Street Activities—Fiscal Year 2018-2019 (July to June)

Expenses—\$418,420.66

- **Administration: \$130,857.55**
 - DDA Supervisor Wages: \$45,945.00
 - FICA: \$6,805.00
 - Health Insurance: \$32,365.00
 - Life Insurance: \$181.22
 - Retirement: \$7,455.51
 - Disability: \$310.00
 - Workers Compensation Insurance: \$2,785.00
 - Office Supplies: \$814.10
 - Postage: \$181.74
 - Minor Equipment Purchases: \$6.35
 - Banking Charges: \$1,247.20
 - Contracts: \$4,453.48
 - Contracts through City of Otsego: \$15,000.00
 - Audit: \$770.00
 - Website Services: \$86.00
 - Legal: \$2,604.00
 - Misc Comm/Internet: \$328.52
 - Telephone: \$533.56
 - Copy Charges: \$202.16
 - Electric: \$400.00
 - Computer Services: \$537.04
 - Insurance: \$646.67
 - Lease Agreement: \$7,200.00
- **Beautification and Maintenance of Downtown Otsego: \$75,713.18**
 - DPW Supervisory Wages: \$2,345.00
 - DPW Wages: \$29,275.00
 - Part-Time/Seasonal Wages: \$6,301.92
 - Landscaping Supplies: \$18,093.31
 - General Maintenance Supplies: \$1,672.15
 - Autumn Bliss (Fall Decorations): \$225.00
 - Art Installation: \$94.44
 - Art Garden: \$119.16
 - Motor Equipment Rental: \$17,587.20
- **Capital Improvement Projects: \$59,795.00**
 - Northeast Alley Closure: \$59,795.00
- **Depreciation: \$82,836.00**
- **Marketing/Promotion: \$2,719.93**
 - Community Promotion: \$118.13
 - Quarterly Newsletter: \$2,000.00

- Advertising/Publishing: \$601.80
- **Training/Travel: \$6,930.36**
 - Travel/Lodging/Meals: \$5,004.00
 - Membership/Dues: \$996.06
 - Training Programs & Conferences: \$930.30
- **Work Plans: \$59,568.64**
 - Organization—Volunteer Thank You: \$18.15
 - Design—Riverfront Preliminary Plan: \$5,301.25
 - Design—Bike Racks: \$408.43
 - Economic Vitality—Small Business Saturday: \$38.88
 - Economic Vitality—Business Recruitment & Market Study: \$104.21
 - Promotion—Hometown Christmas Event: \$3,040.62
 - Promotion—Ice Rink: \$63.60
 - Promotion—Poker Run Event: \$200.00
 - Promotion—Movies on the Riverfront Event: \$1,518.30
 - Promotion—Mud Volleyball Event: \$1,628.28
 - Promotion—Downtown Dollars: \$1,999.00
 - Promotion—Gus Macker Tournament Event: \$39,720.80
 - Promotion—Fall Riverwalk Event: \$747.28
 - Promotion—Steins & Vines Event: \$4,295.52
 - Promotion—Pet Election Event: \$484.32

Income—\$315,831.50

- **TIF Revenue: \$123,321.07**
- **State Reimbursement for loss of TIF Revenue: \$122,813.69**
- **Work Plan Revenue: \$63,338.50**
 - Design—Mural: \$100.00
 - Promotion—Hometown Christmas Event: \$1,598.03
 - Promotion—Movies on the Riverfront Event: \$1,293.42
 - Promotion—Mud Volleyball Event: \$1,518.56
 - Promotion—Downtown Dollars: \$2,363.15
 - Promotion—Gus Macker Tournament Event: \$51,438.30
 - Promotion—Fall Riverwalk Event: \$197.00
 - Promotion—Steins & Vines Event: \$3,139.84
 - Promotion—Pet Election Event: \$1,607.20
 - Promotion—Ice Hockey Tournament Event: \$83.00
- **Investment Interest: \$1,038.21**
- **Miscellaneous Revenue: \$378.00**
- **Donations: \$989.46**
- **Contributions: \$3,200.00**
 - Individuals: \$200.00
 - Foundations: \$3,000.00

- **Refunds/Rebates: \$751.49**
- **Petty Cash Over/Short: \$1.08**

Tax Increment Revenues that have not been expended within 5 years of receipt?

None, the TIF Revenue and the State Reimbursement for loss of TIF Revenue equal \$246,134.76, and the Otsego Main Street DDA ended the fiscal year on 6/30/2019 with \$85,804 in their fund balance. \$84,804 is less than the state reimbursement grant, therefore by 6/30/2019 the Otsego Main Street DDA spent all TIF Revenue. The reason that any money is leftover in the fund balance for the Otsego Main Street DDA is to carry the organization’s operations until November 1st, when the Otsego Main Street DDA is scheduled to receive the next round of the State Reimbursement funds. \$30,000 of this \$85,804 has also been reserved in an assigned fund for Riverfront Redevelopment projects in Otsego, leaving the Main Street DDA with \$55,804 until November 1st.

List of Authority accomplishments, including progress made on development plan and tax increment finance plan goals and objectives for the immediately preceding fiscal year.

1. Finished work with engineering firm C2AE on the Riverfront Redevelopment Master Plan at a cost of \$5,301.25 to advance the goals of the Development/TIF Plan mentioned in the Third Amendment to City of Otsego Downtown Development Authority’s Development Plan and Tax Increment Finance Plan, Section 3.1, subsection d, “Street and Utilities Improvement.” In an effort to create a safer walking environment, a biddable drawing was made by engineering firm C2AE to repave and permanently close the alleyway.
2. With the plan mentioned above complete, the Otsego Main Street DDA put forward bids and successfully contracted to have the work done to close the alley at a cost of \$57,085. This work also advanced the TIF/Development Plan’s Third Amendment, Section 3.1, subsection d.
3. In May of 2019 the Otsego Main Street DDA began a Riverfront Pavilion Fundraiser group to assist Main Street with a \$300,000 capital improvement project, a new Riverfront Pavilion in downtown Otsego. This work is slated to be completed in 2020, and the efforts of the group to this point amount to fundraising activities. This aligns with the DDA Development/TIF Plan, Development of Park Facilities and Public Improvements along the Kalamazoo River section.
4. In June of 2019 the Otsego Main Street DDA worked with private business Plainwell Kayak Company to have a kayak launch donated to the City of Otsego for downtown use. This was a \$10,000 donation that aligns with the DDA Development/TIF Plan, Development of Park Facilities and Public Improvements along the Kalamazoo River section.

Capital Improvement Projects and Investments List

1. The construction and completion of the back alley closure in the Northeast Block of downtown Otsego at a cost of \$57,085, completed.

List of Authority Events and Promotional Campaigns

1. Events—
 - a. Mud Volleyball Tournament July 14th
 - b. Steins & Vines August 11th
 - c. Gus Macker 3 on 3 Basketball Tournament August 24 & 25
 - d. Movies at the Museum August 17th & 31st
 - e. Pet Mayor Election September 22nd
 - f. Riverfront Family Festival October 14th
 - g. Small Business Saturday November 24th
 - h. Hometown Christmas December 1st
 - i. Ice Hockey Tournament January 26th