

**ANNUAL SYNOPSIS OF ACTIVITIES OF THE AUTHORITY FOR FISCAL YEAR BEGINNING MARCH
1ST 2023 ENDING FEBRUARY 28TH 2024**

(h). **An updated annual synopsis of activities of the authority proceeding and (current and preceding years only) includes all the following.**

- i. **For any tax increment revenues described in the 2021 annual audit report that are not expended within five years of their receipt, a description that describes the following.**

Answer: Not Applicable.

A. The reason for accumulating those funds and the uses intended for them.

Answer Not Applicable.

B. The time frame when the fund will be expended.

Answer: Fund will be expended in 2039 if not extended.

C. If any fund will not be expended within 10 years of their receipt both of the following.

Answer: Not applicable.

(1) The amount of those funds

Answer: Not applicable

(11). Written explanation of why those funds have not be expended.

Answer: Not applicable

(ii) List authority accomplishments, (2019) plan including progress made on development plan and tax increment financing plan goals and objectives for the immediately preceding fiscal year (2018) plan

CURRENT YEAR 2022 PLAN ACCOMPLISHMENTS

Listed below are the achievements of the SDDA 2023

- o Signed contract with American ramp company for a pump track \$288,000.
- o Installation of Pump Track was completed in August 2023
- o Submitted and was subsequently approved amended budget for 2023/2024
- o Funded Replacement Skatepark equipment.
- o Continued to implement Façade Improvement program.
- o Installed new skate park ramps.
- o Continued the contract with Annette Knowles for 150 hrs. as a professional consultant to provide direction to SDDA to implement Retail Market Analysis findings.
- o Completed State required 2022 / 2023 financial report.
- o Continued Contract with Total Local to manage SDDA internet site.

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- o Implemented Contract with Total Local to provided Social Media service to advertise benefit of shopping at local business in Stockbridge.
- o Continued contract with My Site to provide email address.
- o Mainstreet services for SDDA implantation for creating Move in Ready Community
- o Joined the Michigan Downtown Association
- o Contract with Delight Decorations to decorate trees for X-mass.
- o Continued relationship with Crafting Lovely LLC to provide services for putting up and taking down seasonal banners repairing of brackets and poles, sorting and storage of banners.
- o Signed contract with American Ramp Company to furnish and install a skate ramp play scape in Veterans Memorial Park. Completed installation in September.
- o Made modifications to design of SDDA internet site to make it more user friendly.
- o Negotiated a revised three-year Renewed Revenue Sharing Agreement with Village to maintain infrastructure improvements install by the SDDA.

The \$447,400 Budget for 2023/2024 provided for in addition to items listed above:

- o Legal Services
- o Salary – Grant writer
- o Contracted services
- o Professional Services web site etc.
- o Engineering
- o Community promotion
- o Downtown Beatification
- o Miscellaneous community promotion
- o Funding for various Contracted services
- o Funding for Pump Track
- o Miscellaneous expenses
- o Funding for a Playscape for Skate Park
- o Funding for Volleyball Court sand
- o Funding for Camera Maintenance
- o Capital Outlay – Purchase and install Banners / Repair and Replace Brackets as necessary.
- o Funded a Revenue sharing agreement with Village.
- o Funding for printing and Publishing
- o Funding for Miscellaneous expenses
- o Put out for bids via an RFP to re-survey TIFD.
- o Put out for bids VIA a joint RFP with Planning Commission for Planning and engineering services for a new street scape design.
- o Signed contract with McKenna to perform a verification survey of parcels located within TIFD.
- o Funding GAGA ball court.

ANNUAL SYNOPSIS OF ACTIVITIES OF THE AUTHORITY FOR FISCAL YEAR BEGINNING MARCH 1ST 2023 ENDING FEBRUARY 28TH 2024

Community Promotions funding is provided in 2021/2022 Budget for:

- o The SDDA continues to sponsor Holiday Decorations for Easter, Christmas, Halloween, Thanksgiving, etc.
- o A Banner and Bracket program in the Downtown district.
- o Sponsored Small Business Saturday/Shop Downtown.
- o Sponsored Downtown Beautification Program.
- o Sponsorship of an All-Clubs' Rides.
- o Sponsorship of an All-Clubs' Day.
- o Sponsorship of Festival of Lights

UNCOMPLETED 2022 PLAN ACOMPLISHMENTS

The below listed projects are still in the plan and money is being saved up to be completed in the next fiscal year and or as fund accumulates projects will be completed.

1. Hire Grant writer.
2. Allocate more funds towards streetscape improvements.
3. Allocate more money towards facade program.
4. Allocate more money to complete phase 2 and phase 3 of sidewalk expansion.
5. Allocate funds for wayfinding signs.
6. Allocate funds for hiring a Planner / Engineering firm for street scape installation and design.

Listed below are the achievements of the SDDA 2022 – 2023

- o Modified 2021, SDDA Plan Amendment, Creating 2022 Plan amendment
- o Completed preparing the Budget for 2022/2023
- o Signed contract with American ramp company for a pump track \$288,000
- o Submitted and was subsequently approved amended budget for 2022/2023
- o Funded Replacement Skatepark equipment.
- o Continued to implement Façade Improvement program.
- o Installed new skate park ramps
- o Continued the contract with Annette Knowles for 150 hrs. as a professional consultant to provide direction to SDDA to implement Retail Market Analysis findings.
- o Completed State required financial report.
- o Continued with Total Local to manage SDDA internet site.
- o Continued contract with My Site to provide email address.
- o Mainstreet services for SDDA implantation for creating Move in Ready Community
- o Joined the Michigan Downtown Association
- o Renewed contract with YEO & YEO accounting for audit and completing required state report.

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- o Contract with Delight Decorations to decorate trees for X-mass
- o Continued relationship with T.C. Enterprises to provide services for putting up and taking down seasonal banners.
- o Signed contract with American Ramp Company to furnish and install a skate ramp play scape in Veterans Memorial Park. Completed installation in September.
- o Made modifications to design of SDDA internet site to make it more user friendly
- o Negotiated a revised three-year Renewed Revenue Sharing Agreement with Village to maintain infra structure improvements install by the SDDA.
- o Updated Current 2021 Plan amendment to include the transfer of property to village and any other issues in a 2022 plan amendment.

The \$485,200 Budget for 2022/2023 provided for in addition to items listed above:

- o Legal Services
- o Salary – DDA Director
- o Contracted services
- o Professional Services web site etc.
- o Engineering
- o Community promotion
- o Downtown Beatification
- o Miscellaneous community promotion
- o Funding for various Contracted services
- o Funding for Pump Track
- o Miscellaneous expenses
- o Funding for a Playscape for Skate Park
- o Funding for Volleyball Court sand
- o Funding for Camera Maintenance
- o Capital Outlay – Banner / brackets
- o Put out for bids via a RFP to re-survey TIFD
- o Put out for bids VIA a joint RFP with Planning Commission for Planning and engineering services for a new street scape design

The Estimated Cost of Development for each project in the 2022 Plan Amendment is as follows:

9.3.1	Downtown Beautification Program	\$30,000.00
9.3.2	Southwest Quad Parking Lease	\$0.00
9.3.3	Vacant Lots to Village	\$0.00
9.3.4	Teen Center Project	\$20,000.00
9.3.5	Pump Track	\$325,000.00
9.3.6	Play Scape Project	\$115,000.00
9.3.7	Wayfinding Signs	\$30,000.00
9.3.8	Gaga Ball Pit	\$500.00

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9.3.9	SDDA Director (annually Para 16.1)	\$80,000.00
9.3.10	Professional Services (Para 16.2)	\$10,862.90
9.3.11	5k Run (Para 16.3)	\$1,200.00
9.3.12	Misc. Office Expense (Para 16.4)	\$10,000.00
9.3.13	Small Business Saturday (Para 16.5)	\$10,000.00
9.3.14	Shop Downtown (Para 16.5)	\$10,000.00
9.3.15	Day in the Village	\$10,000.00
9.3.14	Printing and Publishing (Para 16.6)	\$12,000.00
9.3.15	SDDA Zoom Account (Para 16.7)	\$500.00
9.3.16	Festival of Lights (Para 16.8)	\$5,000.00
9.3.17	Contracted Services (Para 16.9)	\$13,000.00
<u>9.3.18</u>	<u>TIF Map</u>	<u>\$15,000.00</u>
	Total Cost of Projects for 2022 Plan Amendment	\$707,562.29

Community Promotions funding is provided in 2022/2023 Budget for:

- o The SDDA continues to sponsor Holiday Decorations for Easter, Christmas, Halloween, Thanksgiving, etc.
- o A Banner and Bracket program in the Downtown district.
- o Sponsored Small Business Saturday/Shop Downtown.
- o Sponsored Downtown Beautification Program.
- o Sponsored All-Clubs’ Rides.
- o Sponsored All-Clubs’ Day.
- o Sponsored Festival of Lights
- o Sponsored Harvest Moon Festival
- o Sponsored Open-Air Market
- o Capital Outlay – Banner / brackets
- o 5K Run
- o Wayfinding Signs:
 - o Gaga Ball Pit
- o Amended the 2022 / 2023 budget on November 07, 2022, to allow for purchase of Pump track
- o Signed contract with American Ramp Company for \$288,800 for purchase and installation of pump tack in Late August / September 2023

List of authority accomplishments for the year immediately preceding 2022 plan which is the 2021 plan goals which are also applicable to the 2019 plan and all previous plans.

COMPLETED PROJECTS 2020/21

1. The SDDA owns a small parcel of property, commonly known as 33-42-16-26-109-003, also, previously owned another parcel of property, commonly known as 33-42-16-26-109-006 authorized a

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Quit Claim Deed to transfer parcels to the Village.(The SDDA had owned the property since at least 2000 and that it was being transferred to the Village to be consolidated with other property already owned by the Village and used for a municipal parking lot built and maintained by the Village)

2. *Logo and Branding - the SDDA logo and branding project for the Stockbridge Downtown Development Authority.*
3. *The SDDA also sponsored the below listed various programs for making the core downtown more attractive to assist businesses by drawing customers into the downtown district. Holiday Decorations, Banner & Bracket Program, Small Business Saturday/Shop Downtown, Downtown Beautification Program.*
4. The SDDA also upgraded our downtown banners program and replaced light weight brackets with heavy duty brackets.
5. *The SDDA also purchased and had installed a storage shed for storage of SDDA material / supplies eliminating need for leasing storage space.*
6. *The SDDA funded the replacement of 5 fire hydrants*

(iii) List of authority projects and investments, including active and completed projects for the immediately preceding fiscal year

1. No businesses took advantage of the SDDA's Facade Improvement Program to assist in the funding of their facade upgrades.
2. Six different events took advantage of SDDA promotional program.
 - a. *All Clubs day.*
 - b. *All Clubs Ride*
 - c. *Day in the Village*
 - d. *Festival of Lights*
 - e. *Open air Market*
 - f. *Harvest Moon Festival*
 - g. *5 K Run*
3. *The SDDA also Invested in creating their own SDDA internet site to assure operated and regularly maintained with access to authority records and documents for the fiscal year beginning on the effective date of act 57 of 2018*
4. *Logo and Branding - the SDDA logo and branding project for the Stockbridge Downtown Development Authority.*

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5. *The SDDA also sponsored the below listed various programs for making the core downtown more attractive to assist businesses by drawing customers into the downtown district.*

a. Holiday Decorations.

b. Banner & Bracket Program

c. Small Business Saturday.

d. Shop Downtown.

e. Downtown Beautification Program.

6.. The SDDA by investing in a primarily maintenance contract with the Village, also referred to as a Revenue Sharing agreement, the infrastructure installed or developed by the SDDA, pursuant to approved TIF Plans, are maintained by the Village DPW at the SDDA's expense.

**UNCUMPLEATED PROJECTS 2017/2018 WHICH WERE CARRIED OVER TO 2019 and 2022
PLAN**

1. *Way Finding Sign Project was not started due to addition information required by village counsel. The SDDA still intends to install new way finding signs within the Village of Stockbridge to assist the public in finding municipal, school, major roadways, and/or other civic businesses/churches.*

2. *Community Promotions for general advertising, marketing and brochures for the downtown district each year.*

3. *M-52 Pedestrian Pathway Project Phase II Options: with other possibilities M-52 - Clinton Road Crosswalk M-52 - Green Road Crosswalk, M-52 - Bird Drive Decorative Crosswalk D.Street Lighting.*

4. *West Main Street Sidewalk Expansion Project*

(iv) List of authority events and promotional campaigns for the immediately preceding fiscal year

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1. Sponsored and promoted many Civic functions and promotional events. i.e. Small Business Saturday/Shop Downtown, All Clubs day, All Clubs Ride, Day in the Village, Festival of Lights, Open air Market, Harvest Moon Festival, Movies in the Square each year. as part of its goal to bring business and customers into the downtown district
2. Holiday Decorations for the Village to support the local business in attracting customers for such holidays, as Easter, Christmas, Halloween, Thanksgiving, etc.
3. Banner & Bracket Program - program in the downtown district each year to hang brackets onto the existing light poles