

1. CALL TO ORDER
Tom McTaggart Adam Barden Pamela Stefan
Corey Haubenstricker Jennifer Miller Vacant Vacant Optional Optional Optional Optional

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- December Minutes

Documents:

[DDA DECEMBER MINUTES.PDF](#)

4. PUBLIC COMMENT (Persons May Speak For Five Minutes About An Item That Is NOT Listed As A Public Hearing On This Agenda. Please State Your Name And Address For The Record.)

5. BUSINESS ITEMS

5.I. BUSINESS ITEMS

- DDA 2021-22 Budget

Documents:

[2021-2022 VASSAR DDA BUDGET.PDF](#)

5.II. BUSINESS ITEMS

Timber Oaks Quote

Documents:

[DDA TIMBER OAKS QUOTE.PDF](#)

6. COMMISSION MEMBER COMMENTS

7. CITY MANAGER ANNOUNCEMENTS & STATEMENTS

8. ADJOURNMENT

December DDA

12/9/2020 - Minutes

1. CALL TO ORDER

Mctaggert, Barden, Stefan, Haubenstricker- Present 8:07 am

2. APPROVAL OF MINUTES

Motion: Stefan

2nd: Barden

Unanimous

3. APPROVAL OF AGENDA

Motion: Stefan

2nd: Barden

Unanimous

4. PUBLIC COMMENT (Persons May Speak For Five Minutes About An Item That Is NOT Listed As A Public Hearing On This Agenda. Please State Your Name And Address For The Record.)

Chris Diane spoke about at in the City, Vassar Creative Arts Council

5. BUSINESS ITEMS

6. COMMISSION MEMBER COMMENTS

7. CITY MANAGER ANNOUNCEMENTS & STATEMENTS

Discussed Fountain, social media marketing

8. ADJOURNMENT

Motion: Stefan

2nd: Barden

Unanimous 8:32 am

GL NUMBER Fund 248 - Downtown Develop Auth (DDA) ESTIMATED REVENUES

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY thru Dec 2020	2020-21 AMENDED BUDGET	2021-22 DEPART. REQUESTED BUDGET
Dept 011.000 - Revenue	TIF Payment EDC/DDA		21,800.00	24,000.00
248-011.000-406.000	Interest	42.15	10.00	40.00
248-011.000-664.000	Miscellaneous Revenue	780.00		
248-011.000-694.000		822.15	21,810.00	
Totals for dept 011.000 - Revenue			822.15	21,810.00

TOTAL ESTIMATED REVENUES 822.15 21,810.00 24,040.00

APPROPRIATIONS

Dept 080.000 - DDA	Social Security	24.10	75.00	75.00
248-080.000-715.000	Professional Service	1,815.00	6,000.00	7,000.00
248-080.000-801.000	Dues & Subscriptions	125.00	225.00	225.00
248-080.000-820.000	Community Promotion	200.00	1,800.00	1,800.00
248-080.000-888.940	Contractual Repair & Maintena	5,500.00	5,000.00	6,000.00
248-080.000-930.000	Administration to General Fun		2,500.00	2,500.00
248-080.000-962.101	Capital Outlay	2,213.30	5,000.00	3,000.00
248-080.000-970.000		9,877.40	20,600.00	20,600.00
Totals for dept 080.000 - DDA			9,877.40	20,600.00

TOTAL APPROPRIATIONS 9,877.40 20,600.00 20,600.00

NET OF REVENUES/APPROPRIATIONS - FUND 248

BEGINNING FUND BALANCE	(9,055.25)	1,210.00	3,440.00
ENDING FUND BALANCE	68,677.87	68,677.87	68,677.87
	59,622.62	69,887.87	69,887.87



City of Vassar, DDA
Vassar, MI 48768

March 9, 2021

List of Parks in the DDA District

1. Rotary Park
2. Hillside Park
3. South East Moore Drain Bed Area
4. Veteran's Plaza
5. Atkins/Old Bank Building (6 trees with rings)
6. Wightman Memorial Park

Park Services include:

- Removal of any unnecessary wood mulch, cut down perennials, and clean any debris from beds
- Install new wood mulch with preen
- Pruning of all shrubs and trees (early spring/summer and fall)
- Monthly weed pulling (June, July, August, Sept)
- Price does not include any watering or fertilizer

Park Maintenance Yearly (Services listed above)

- Parks Yearly Total: \$4,000.00 ____ (initial here if you want option)

Moore Drain Weed Whack/Whipping (between Vassar Theater and Timber Oaks / Cork Pine and Scrapbook)

- Weed whipping more drain per work order
- Twice a year (Middle of June and last week in July)
- 4 ○ Moore Drain Weed Whip per Season: \$400.00 ____ (initial here if you want option)
\$00?

Yearly mowing contract of DDA Parks (Does not include Hillside or Wightman Parks)

- Includes mowing, trimming and blowing all concrete surfaces clean, spring and fall leaf clean ups)
 - Mowing per Season: \$1,400.00 ____ (initial here if you want option)

Parks 2021 Yearly contract:

\$5,800.00 total (\$300 discount if paid in full at time of contract, \$5,500.00 total)

1. It is the duty of the client to afford access to the subject property at all times, and contractor shall not be held responsible for failure to perform the project when access is denied or unavailable. Furthermore, contractor shall not be held responsible for any delay in rendering services occasioned by a client's failure to grant access to the subject property.
2. Reports of damage must be reported to the contractor within twenty-four (24) hours. Failure to report the damage constitutes a waiver and the contractor is released from liability. Contractor is not responsible for damages to property that is not visible to the eye (i.e., sprinkler systems, outdoor lighting).

Agreed: _____ Date: _____
(Client)

Agreed: _____ Date: _____
(Contractor)