Downtown Development Authority Meeting – Public Forum

Minutes June 3, 2026

Public meeting called to order at 3:16 pm.

Roll Call: N/A

Items for Discussion:

A. **Treasurers Report:** May 31, 2026, reviewed showing an ending bank balance of $91,600.

B. **2025/2026 Budget Review:** City of Pinconning Council approved on May 19, 2025.

C. **City of Pinconning Downtown Development Authority – Project Summary:**

The following projects were completed.

CITY OF PINCONNING DOWNTOWN DEVELOPMENT AUTHORITY **AS OF** **6/1/2026**
PAST HISTORTY OF PROJECTS ACCOMPLISHMENT STATEMENT BY FISCAL YEAR

Fiscal Year	Project	Organization/Requester	Cost	Type of Project
	2025/2026 DDA Fiscal Year Approved Projects YTD 4/30/26 & Approve Exp.			
Approved Exp	STREETSCAPE LIGHT MAINTENANCE-M-13 Bock Electric		$ 7,750.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Porta Potties at City Park		$ 375.00	City Support
1-Apr-26	City Park Parking Improvement Project -Art Council Partership		$ 5,000.00	
Fiscal Yr	Web Site Dev & Maint for City and DDA-		$ 3,000.00	City Support
Fiscal Yr	Sidewalk Snowremoval Contract- M-13 corridore TJG Lawnservice		$ 1,800.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Welcome Sign Maintenance & Electric		$ 1,800.00	Streetscape/Beautification/Promotion
Fiscal Yr	City of Pinconning Beautification Agreement Park and City SIDEWALK Maint.		$ -	City Support
Fiscal Yr to Date	Christmas Decorations Supplies		$ 4,000.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Operational Cost to Maintain Community Building -Utilities and Maintn.		$ 10,019.00	Pinconning Community Bld/Recreation
	City of Pinconning Administration Fee & Audit Funding		$ 600.00	City Support
Fiscal Yr to Date	Streetscape Beautification for Summer Flower planting in district		$ 14,730.00	
Fiscal Yr Authorized	Grants for City Events- Community Grant Program City and CofC events		$ 5,375.00	Streetscape/Beautification/Promotion
	Capital Improvement to DDA Buildings- Community Bld		$ -	Pinconning Community Bld/Recreation
Fiscal Yr Approved	Police Safety Protection for DDA District		$ 9,075.00	City Support
Fiscal Yr Approved	Business Improvement Program		$ 10,000.00	Project Activities
Fiscal Yr Approved	Recreation City Park Project Field Improvement coop with PYLO		$ 10,000.00	
Grant Value				
$40,000	Grants Assisted to Procure - Update City Master Plan- Wade Trim			
$25,000	Bay Futures-Economic Feasibility Study for City			
$65,000	**2025/2026 Fiscal Year- Total Approved Projects July 2025-February 2026**		**$ 83,524.00**	
Total Grant Value	**City Allocition of Paid Expenses for 2025/2026 to date**		**43.31%**	**$36,175.00**

The DDA "Tax Increment Financing Plan" was passed by council on 4-4-1990, which authorized collection of tax proceeds from city, county, school and Delta College mileages from real property valuation of $4,485,750.00 for the base year of 1988, on commercial properties within the city of Pinconning district. Our first "TIFA" proceeds were collected in August of 1990 in the amount of $5,731.32. Currently, the real property valuation base has appreciated to $7,445,624.00 which we collect on the difference of $2,959,874.00 multiplied by the taxing unit mileages which we are authorized to collect (city, county, and Delta mileages) and amounts to an estimated $93,424 for this fiscal year 2024/25. Of this 2024/25 TIFA capture estimate, a breakdown by funding entity estimate is as follows, the City of Pinconning $43,301.48, Bay County $35,197.05, Delta College $6,046.14. Thus $41,243.18 (49%) of DDA TIFA funding is derived from outside the city sources.

Over the past ten years, the DDA has invested in projects in the City of Pinconning in the amount of $374,945.13, which is an average of $37,494.51 per year. Of that annual average project investment, $31,494.51 per year, was expended for "City Public Works Project" that include street and infrastructure improvements, streetlight LED conversion to conserve energy, beautification projects, demolition of blighted buildings, and recreation/park improvements. Review the ten-year history project accomplishment list for details on these accomplishments. Over the life of the City of Pinconning DDA

since 1990, a total estimated $3,196,827.55 in project investments has been accomplished by the DDA. Based on an average of $36,000.00 of TIFA proceeds generated by city commercial property tax captured within the DDA district, this generates a Return on Investment of 228.33% annual return. A great proactive planning tool and result for the City of Pinconning!

Meeting adjourned at 3:44 pm
Respectfully submitted by Rebecca Streich, DDA Secretary

Minute Approved _____ **Date** 7/1/26

Brian Saha, Chairperson

Downtown Development Authority Meeting – Public Forum

Minutes March 4, 2026

Public meeting called to order at 3:16 pm.

Roll Call: N/A

Items for Discussion:

A. **Treasurers Report:** February 28, 2026, reviewed showing an ending bank balance of $81,908.92.

B. **2025/2026 Budget & Proposed draft Budget for 2026/2027 was presented.**

C. **City of Pinconning Downtown Development Authority – Project Summary:**

The following projects were completed.

Fiscal Year	Project	Organization/Requester	Cost	Type of Project
	2024/2025 DDA Fiscal Year Approved Projects YTD 6/3/25 & Approve Exp.			
JUNE/JULY 24	CROSSWALK SIGN AND ROAD WORK AT 5TH STREET		$ 25,934.00	City Support
Approved Exp	STREETSCAPE LIGHT MAINTENANCE-M-13 Bock Electric		$ 3,000.00	Streetscape/Beautification/Promotion
30-Sep-25	Porta Potties at City Park		$ 500.00	City Support
ALL YEAR	City of Pinconning payment Point & Pay-processing solution+$50/mth		$ 600.00	City Support
10-Jul-23	City of Pinconning Admin FEE		$ 2,500.00	City Support
Fiscal Yr	Web Site Dev & Maint for City and DDA-		$ 4,500.00	City Support
Fiscal Yr	Sidewalk Snowremova Contract- M-13 corridore TJG Lawnservice		$ 1,800.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Welcome Sign Maintenance & Electric		$ 2,517.00	Streetscape/Beautification/Promotion
Fiscal Yr	City of Pinconning Beautification Agreement Park and City S DEW ALS Maint		$ 8,000.00	City Support
Fiscal Yr to Date	Christmas Decorations Supplies		$ 1,244.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Operational Cost to Maintain Community Building -Utilities and Maint		$ 9,999.00	Pinconning Community Bld/Recreation
31-Jan-24	City of Pinconning Administration Fee & Audit Funding		$ 3,100.00	City Support
Fiscal Yr to Date	Streetscape Beautification for Summer Flower planting in district		$ -	
Fiscal Yr Authorized	Grants for City Events- Community Grant Program City and CofC events		$ 6,381.00	Streetscape/Beautification/Promotion
12-Jul-25	Capital Improvement to DDA Buildings- Community Bld Roof		$ 30,299.00	Pinconning Community Bld/Recreation
Fiscal Yr Approved	Police Safety Protection for DDA District		$ 3,713.00	City Support
Fiscal Yr Approved	Business Improvement Program		$ 15,000.00	Project Activities
Fiscal Yr Approved	Recreation City Park Improvement Projects Approved.			
Grant Value				
$40,000	Grants Assisted to Procure - Update City Master Plan- Wade Trim			
$25,000	Bay Futures-Economic Feasibility Study for City			
$65,000	**2024/2025 Fiscal Year- Total Approved Projects July 2024-March 2025**		**$ 98,153.00**	
Total Grant Value	**City Allocation of Paid Expenses for 2024/2025 to date**		**54.86%**	**$53,847.00**

The DDA "Tax Increment Financing Plan" was passed by council on 4-4-1990, which authorized collection of tax proceeds from city, county, school and Delta College millages from real property valuation of $4,485,750.00 for the base year of 1988, on commercial properties within the city of Pinconning district. Our first "TIFA" proceeds were collected in August of 1990 in the amount of $5,731.32. Currently, the real property valuation base has appreciated to $7,445,624.00 which we collect on the difference of $2,959,874.00 multiplied by the taxing unit millages which we are authorized to collect (city, county, and Delta millages) and amounts to an estimated $93,424 for this fiscal year 2024/25. Of this 2024/25 TIFA capture estimate, a breakdown by funding entity estimate is as follows, the City of Pinconning $43,301.48, Bay County $35,197.05, Delta College $6,046.14. Thus $41,243.18 (49%) of DDA TIFA funding is derived from outside the city sources.

Over the past ten years, the DDA has invested in projects in the City of Pinconning in the amount of $374,945.13, which is an average of $37,494.51 per year. Of that annual average project investment, $31,494.51 per year, was expended for "City Public Works Project" that include street and infrastructure improvements, streetlight LED conversion to conserve energy, beautification projects, demolition of blighted buildings, and recreation/park improvements. Review the ten-year history project accomplishment list for details on these accomplishments. Over the life of the City of Pinconning DDA

since 1990, a total estimated $3,196,827.55 in project investments has been accomplished by the DDA. Based on an average of $36,000.00 of TIFA proceeds generated by city commercial property tax captured within the DDA district, this generates a Return on Investment of 228.33% annual return. A great proactive planning tool and result for the City of Pinconning!

Second public meeting scheduled for June 2026.
Meeting adjourned at 3:44 pm
Respectfully submitted by Rebecca Streich, DDA Secretary

Minute Approved _____ **Date** 4/1/26

Brian Saha, Chairperson

Downtown Development Authority Meeting – Public Forum

Minutes June 5, 2025

Public meeting called to order at 3:20 pm.

Roll Call: N/A

Items for Discussion:

A. **Treasurers Report:** May 31, 2025, reviewed showing an ending bank balance of $67,818.08.

B. **2025/2026 Budget Review:** City of Pinconning Council approved on May 19, 2025.

C. **City of Pinconning Downtown Development Authority – Project Summary:**

The following projects were completed.

Fiscal Year	Project	Organization/Requester	Cost	Type of Project
	2024/2025 DDA Fiscal Year Approved Projects YTD 6/3/25 & Approve Exp.			
JUNE/JULY 24	CROSSWALK SIGN AND ROAD WORK AT 5TH STREET		$ 25,934.00	City Support
Approved Exp	STREETSCAPE LIGHT MAINTENANCE-M-13 Bock Electric		$ 3,000.00	Streetscape/Beautification/Promotion
30-Sep-25	Porta Potties at City Park		$ 500.00	City Support
ALL YEAR	City of Pinconning payment Point & Pay-processing solution+$50/mth		$ 600.00	City Support
10-Jul-23	City of Pinconning Admin FEE		$ 2,500.00	City Support
Fiscal Yr	Web Site Dev & Maint for City and DDA-		$ 4,500.00	City Support
Fiscal Yr	Sidewalk Snowremoval Contract- M-13 corridore TJG Lawnservice		$ 1,800.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Welcome Sign Maintenance & Electric		$ 2,517.00	Streetscape/Beautification/Promotion
Fiscal Yr	City of Pinconning Beautification Agreement Park and City SIDEWALK Maint		$ 8,000.00	City Support
Fiscal Yr to Date	Christmas Decorations Supplies		$ 1,244.00	Streetscape/Beautification/Promotion
Fiscal Yr to Date	Operational Cost to Maintain Community Building -Utilities and Manint.		$ 9,999.00	Pinconning Community Bld/Recreation
31-Jan-24	City of Pinconning Administration Fee & Audit Funding		$ 3,100.00	City Support
Fiscal Yr to Date	Streetscape Beautification for Summer Flower planting in district		$ -	
Fiscal Yr Authorized	Grants for City Events- Community Grant Program City and CofC events		$ 6,381.00	Streetscape/Beautification/Promotion
12-Jul-25	Capital Improvement to DDA Buildings- Community Bld Roof		$ 30,299.00	Pinconning Community Bld/Recreation
Fiscal Yr Approved	Police Safety Protection for DDA District		$ 8,713.00	City Support
Fiscal Yr Approved	Business Improvement Program		$ 15,000.00	Project Activities
Fiscal Yr Approved	Recreation City Park Improvement Projects Approved.			
Grant Value				
$40,000	Grants Assisted to Procure - Update City Master Plan- Wade Trim			
$25,000	Bay Futures-Economic Feasibility Study for City			
$65,000	**2024/2025 Fiscal Year- Total Approved Projects July 2024-March 2025**		**$ 98,153.00**	
Total Grant Value	**City Allocition of Paid Expenses for 2024/2025 to date**		**54.86%**	**$53,847.00**

The DDA "Tax Increment Financing Plan" was passed by council on 4-4-1990, which authorized collection of tax proceeds from city, county, school and Delta College millages from real property valuation of $4,485,750.00 for the base year of 1988, on commercial properties within the city of Pinconning district. Our first "TIFA" proceeds were collected in August of 1990 in the amount of $5,731.32. Currently, the real property valuation base has appreciated to $7,445,624.00 which we collect on the difference of $2,959,874.00 multiplied by the taxing unit millages which we are authorized to collect (city, county, and Delta millages) and amounts to an estimated $93,424 for this fiscal year 2024/25. Of this 2024/25 TIFA capture estimate, a breakdown by funding entity estimate is as follows, the City of Pinconning $43,301.48, Bay County $35,197.05, Delta College $6,046.14. Thus $41,243.18 (49%) of DDA TIFA funding is derived from outside the city sources.

Over the past ten years, the DDA has invested in projects in the City of Pinconning in the amount of $374,945.13, which is an average of $37,494.51 per year. Of that annual average project investment, $31,494.51 per year, was expended for "City Public Works Project" that include street and infrastructure improvements, streetlight LED conversion to conserve energy, beautification projects, demolition of blighted buildings, and recreation/park improvements. Review the ten-year history project accomplishment list for details on these accomplishments. Over the life of the City of Pinconning DDA

since 1990, a total estimated $3,196,827.55 in project investments has been accomplished by the DDA. Based on an average of $36,000.00 of TIFA proceeds generated by city commercial property tax captured within the DDA district, this generates a Return on Investment of 228.33% annual return. A great proactive planning tool and result for the City of Pinconning!

Second public meeting scheduled for March 2026.
Meeting adjourned at 3:42 pm
Respectfully submitted by Tara Marczak, DDA Secretary

Minute Approved _____ **Date** 8/7/25

Brian Saha, Chairperson

Downtown Development Authority Meeting – Public Forum

Minutes March 6, 2025

Public meeting called to order at 3:15 pm. at the Pinconning Community Center.

Roll Call: N/A

Items for Discussion:

A. **Treasurers Report:** January 31, 2024 reviewed showing an ending bank balance of $107,941.75.

B. **City of Pinconning Downtown Development Authority – Project Summary:**

	2024/2025 DDA Fiscal Year Approved Projects YTD 3/6/25 & Approve Exp.	
JUNE/JULY 24	CROSSWALK SIGN AND ROAD WORK AT 5TH STREET	$25,934.00
Approved Exp	STREETSCAPE LIGHT MAINTENANCE-M-13 Bock Electric	$2,000.00
30-Sep-25	Porta Potties at City Park	$500.00
ALL YEAR	City of Pinconning payment Point & Pay-processing solution+$50/mth	$600.00
10-Jul-23	City of Pinconning Admin FEE	$2,500.00
Fiscal Yr	Web Site Dev & Maint for City and DDA-	$3,750.00
Fiscal Yr	Sidewalk Snowremoval Contract- M-13 corridore TJG Lawnservice	$1,800.00
Fiscal Yr to Date	Welcome Sign Maintenance & Electric	$2,517.00
Fiscal Yr	City of Pinconning Beautification Agreement Park and City SIDEWALK Maint.	$8,000.00
Fiscal Yr to Date	Christmas Decorations Supplies	$116.00
Fiscal Yr to Date	Operational Cost to Maintain Community Building -Utilities and Manint.	$8,108.00
31-Jan-24	City of Pinconning Administration Fee	$2,500.00
Fiscal Yr to Date	Streetscape Beautification for Summer Flower planting in district	$
Fiscal Yr Authorized	Grants for City Events- Community Grant Program City and CofC events	$6,381.00
12-Jul-25	Capital Improvement to DDA Buildings- Community Bld Roof	$30,299.00
Fiscal Yr Approved	Police Safety Protection for DDA District	$8,879.00
Grant Value		
$40,000	Grants Assisted to Procure - Update City Master Plan- Wade Trim	
$25,000	Bay Futures-Economic Feasibility Study for City	
$65,000	**2024/2025 Fiscal Year- Total Approved Projects July 2024-March 2025**	**$77,950.00**

Total Grant Value

Over the past ten years, the DDA has invested in projects in the City of Pinconning in the amount of $674,624.55, which is an average of $67,462.46 per year. Of that annual average project investment, $35,592.61 per year, was expended for "City Public Works Project" that include street and infrastructure improvements, streetlight LED conversion to conserve energy, beautification projects, demolition of blighted buildings, and recreation/park improvements. Review the 10-year history project accomplishment list for details on these accomplishments. Over the life of the City of Pinconning DDA since 1990, a total estimated $3,176,624.55 in project investments has been accomplished by the DDA. Based on an average of $36,000.00 of TIFA proceeds generated by city

commercial property tax captured within the DDA district, this generates a Return on Investment of 226.82% annual return. A great proactive planning tool and result for the City of Pinconning!

Currently, the DDA TIFA funds received annually amount to $43,304.48 (51% of total TIFA Income) from the City of Pinconning Commercial Taxpayers within the district, and $41,243.18 (49% of the total TIFA income) from Bay County and Delta College TIFA Capture. So, without the City DDA in place, the city commercial taxpayers would lose out on an average of $31,000 per year to invest in City of Pinconning projects via the DDA.

DDA has also provided funds to the City for many engineering studies when asked to assist for funding grant applications for infrastructure projects and city marketing studies. These are the major investments we have accomplished that does not include the many study and engineering costs covered by the DDA on the City's behalf. These are the highlights of our DDA.

In summary, the City of Pinconning DDA has been a "proactive planning body" for the city and has accomplished many projects the city alone could not have done. By being proactive and following a long-range plan, it has made Pinconning a better place to invest in commerce and to live. We hope all community leaders will support the activities of the DDA and always welcome comments and ideas to make the City of Pinconning a great place to live and do business!

Second public meeting scheduled for June 2025.

Meeting adjourned at 3:47pm.

Respectfully submitted by Brian Saha, DDA Chairperson

Minutes Approved B Saha **Date** 4/3/25

Brian Saha, Chairperson