EVART DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday August 10th, 2021 8:00 AM
200 South Main Street; Evart, MI 49631
BOARD MEETING AGENDA

1. Call Meeting to Order
2. Attendance
3. Introduction of Guests
4. Citizen Comments
5. Approval of Agenda
6. Approval of July 13th, 2021 Regular Meeting Minutes
7. Approval of Vendor List for July 2021
8. President's Comments
9. Director's Comments (MMS Update)
10. City Manager's Comments
11. Committee Updates

    Economic Vitality

    a. Farmers Market
    b. Pop-Up
    c. Business Recruitment Primer

    Design

    a. Benches/Bike Racks (paused)
    b. Way Finding Signage (paused)

    Promotion

    a. July Drawing
    b. Shop Local Days

    Organization

    a. Board Recruiting (paused)
    b. Volunteers

13. Old Business
    a. Development Plan and Tax Increment Financing Plan
    b. Director Search Committee
    c. Main Street Community Accreditation Meetings
        i. Tuesday Aug 17 8-9:30 am

ii. Thursday Aug 19 7:30 -9 am @ 142 N. Main St. Evart MI 49631

iii. Tuesday Aug 24 5:30-7 pm @ 9622 U.S. 10 Hwy Evart MI 49631

14. New Business
    a. MMS Impact report
    b. Farmers Market reporting

15. Citizen's Comments
16. Adjournment

EVART DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday July 13th, 2021 8:00 AM
5814 100th Ave, Evart MI 49631
BOARD MEETING MINUTES

1. Meeting called to order by Bengry at 8:03am

2. Attendance: Alan Bengry, Molly Cataldo, Lynn Salinas, June-Marie Essner, Shannon Schmidt, Jason O'Dell, Erica Henry, Sandy Szeliga, Sarah Dvoracek

3. Guests: Angela Hunter, John Hunter, Dustin Moma

4. Citizen Comments: None

5. Approval of Agenda: Approved as presented.

6. Moved by Salinas, supported by Dvoracek for approval of June 8th, 2021 Regular Meeting Minutes.
   Ayes: 9 Nays: 0 Result: Carried

7. Moved by O'Dell, supported by Salinas for approval of Vendor List for June 2021 in the amount of $6,565.97 and the Farmers Market Vendor List in the amount of $746.75.
   Ayes: 9 Nays: 0 Result: Carried

8. President's Comments: 9 &10 News' Taylor Morse interview regarding SBEI with Alan Bengry, and Sarah Dvoracek scheduled for 9:30am at the Depot.

9. Director's Comments: None

10. City Manager's Comments: Introduced Dustin Moma, new DPW Director. Depot painting and floor refinishing has started.

11. Committee Updates

Economic Vitality

a. Farmers Market: See FM Manager's report. Question on where the PA will be set up for Bob Marshall Band.
b. Pop-Up: New signage to distinguish the building as the pop-up. Dvoracek will look into facade painting options with Fiebig.
c. Business Recruitment Primer: Next call is July 26, 10:30am. City is helping with template.

Design

a. Benches/Bike Racks: Waiting for bike rack to be finished powder coating.
b. Way Finding Signage: Paused for SBEI completion. Incorporate Safe Routes for Schools grant can be incorporated with the SBEI program. There is $250,000/school awarded, but the city has to pay the upfront costs for engineering. Some of the American Cares Act funds may be available to help.

Promotion

a. Next meeting is scheduled for July 15. A drawing to capture contact information to let people know about Evart activities will be at the end of July. Cards have been distributed to businesses to hand out to customers. Much of the discussion was on how to get the word out about Evart's Main Street and how to get ideas to the committee.
b. Shop Local Days: No action at this time

Organization

a. Board Recruiting: As a board we should keep recruiting and keep applications on file for future board members.
b. Volunteers

13. Old Business
    a. Development Plan and Tax Increment Financing Plan: A goal of the draft is set for the August meeting, then to move forward with work on specific items.
    b. Summer Concert Series Contracts/Line-up: There is some funding still available for artist if able to get. Our match portion can be in-kind or volunteers
    c. Director Search

14. New Business
    a. Main Street Community Accreditation Meetings: These meetings are virtual. Lynn will send the link for DDA members to sign up for the date that fits their schedule. Please let Lynn know which meeting you will be attending. Two of the meetings will be hosted, one by Taylor Insurance and the other by Unit Assistant.
        i. Tuesday Aug 17 8-9:30 am
        ii. Thursday Aug 19 7:30 -9 am Taylor Insurance will host this date in their conference room
        iii. Tuesday Aug 24 5:30-7 pm Unit Assistant will host this date in their conference room
    b. Sign Grant Application: Motion made by Cataldo, supported by Schmidt to accept grant request of $489.78 for a new sign at 220 N Main Street, Juneberry Cottage.
       Ayes: 8 Nays: 0 Abstention: 1 Result: Carried

15. Citizen's Comments

16. Motion made by Essner, supported by Schmidt to adjourn at 9:56am.
    Ayes: 9 Nays: 0 Result: Carried

Respectfully submitted, June-Marie Essner, secretary

Downtown Development Authority Vendors List/Payroll - July 2021				
VENDOR	***PURPOSE***	***AMOUNT***	***PAID***	***DATE***
JOSE RODRIGUEZ	CONCERT EVENT	$ 300.00	CK5648	7/1/2021
DTE	NATURAL GAS	$ 39.93	ACH	7/2/2021
SESAC	PROFESSIONAL SERVICES	$ 483.00	ACH	7/2/2021
MAESTROCM		$ 50.00	ACH	7/9/2021
USPS		$ 58.00	ACH	7/12/2021
ROBERT MARSHALL	CONCERT EVENT	$ 800.00	CK5650	7/13/2021
CITY OF EVART	UTILITY BILL	$ 22.44	ACH	7/15/2021
CONSUMERS	ELECTRIC BILL	$ 60.45	ACH	7/19/2021
MI BUSINESS TAX	QUARTERLY	$ 293.30	ACH	7/21/2021
MI UIA TAX		$ 2.00	ACH	7/22/2021
VERIZON		$ 202.34	ACH	7/26/2021
MICHIGAN MUNICPAL LEAGUE	DDA DIRECTOR AD	$ 37.00	CK 5651	7/27/2021
PREMIUM SOLUTIONS	HVAC REPAIR at 211 N MAIN	$ 55.73	CK 5653	7/27/2021
SAVVY MEDIA	SOCIAL MEDIA- 2 MONTHS	$ 400.00	CK 5654	7/27/2021
MID-WEST INNOVATORS		$ 275.00	CK5652	7/27/2021
Total		**$ 3,079.19**		

Farmer's Market Vendors List July 2021				
DENISE CUSTER	EBT	$ 31.00	2157	7/8/2021
ELIZABETH FLOWERS	EBT	$ 10.00	2160	7/8/2021
JINNIFER CUSHMAN	EBT	$ 4.00	2156	7/8/2021
KAREN FENTON	EBT	$ 58.00	2158	7/8/2021
KATHY WICKE	EBT, DUFB, FRESH, SPECTRUM, WIC	$ 595.00	2163	7/8/2021
ROBIN HARTOON	EBT	$ 20.00	2161	7/8/2021
STEVE FENTON	EBT	$ 931.00	2159	7/8/2021
THOMAS BENNETT	EBT	$ 24.00	2155	7/8/2021
TIFFANLY LOWES	EBT	$ 5.00	2162	7/8/2021
THOMAS BENNETT	EBT	$ 32.00	2166	7/22/2021
JINNIFER CUSHMAN	EBT, DUFB	$ 56.00	2167	7/22/2021
DENISE CUSTER	EBT	$ 58.00	2168	7/22/2021
JODI DEHATE	EBT, DUFB, SPECTRUM	$ 26.00	2169	7/22/2021
KAREN FENTON	EBT	$ 37.00	2170	7/22/2021
STEVE FENTON	EBT	$ 28.00	2171	7/22/2021
ROBIN HARTOON	EBT, FRESH	$ 11.00	2172	7/22/2021
AMANDA JOHNSTON	DUFB	$ 6.00	2173	7/22/2021
TIFFANLY LOWES	EBT	$ 4.00	2174	7/22/2021
KATHY WICKE	EBT, DUFB, SPECTRUM, PROMO	$ 506.00	2175	7/22/2021
ANGELA HUNTER	PLAY SAND	$ 9.98	2176	7/22/2021
AFFORDABLE PRINTS	COLORING SHEETS	$ 12.50	2177	7/22/2021
Total		**$ 2,464.48**		

BALANCE SHEET FOR CITY OF EVART
Period Ending 07/31/2021

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	60,852.13
248-000-003.807	FARMERS MARKET	2,818.58
248-395-002.000	SAVINGS	116,205.43
248-395-004.000	PETTY CASH	20.45
Total Assets		**179,896.59**
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	69.00
248-000-256.000	DUE TO STATE TAXES	(547.28)
248-000-277.000	FARMERS MARKET VENDORS	71.35
248-000-277.100	DUFB - DOUBLE UP FOOD BUCKS	749.00
248-395-258.000	ACCRUED EMPLOYER TAX PAYABLE	(0.03)
248-395-339.000	DEFERRED REVENUES	7,454.13
Total Liabilities		**7,796.17**
*** Fund Balance ***		
248-395-390.000	FUND BALANCE	56,109.27
248-395-395.000	UNRESTRICTED NET ASSETS	73,667.29
Total Fund Balance		**129,776.56**
Beginning Fund Balance - 20-21		**129,776.56**
Net of Revenues VS Expenditures - 20-21		**45,252.13**
***20-21 End FB/21-22 Beg FB**		**175,028.69**
Net of Revenues VS Expenditures - Current Year		**(2,928.27)**
Ending Fund Balance		**172,100.42**
Total Liabilities And Fund Balance		**179,896.59**

* Year Not Closed

REVENUE AND EXPENDITURE REPORT FOR CITY OF EVART

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000 - 728						
248-000-665.000	INTEREST-REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - 728		0.00	0.00	0.00	0.00	0.00
Dept 395 - DOWNTOWN DEVELOPMENT AUTHORITY						
248-395-403.000	CURRENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
248-395-405.000	PPT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
248-395-481.000	DUFB GRANT	0.00	0.00	0.00	0.00	0.00
248-395-569.000	STATE GRANTS- OTHER	15,000.00	0.00	0.00	15,000.00	0.00
248-395-573.000	LOCAL COMMUNITY STABILIZATION SHARE	55,000.00	0.00	0.00	55,000.00	0.00
248-395-665.000	INTEREST-REVENUE	700.00	10.79	10.79	689.21	1.54
248-395-685.000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
248-395-685.801	RENT REVENUE	1,000.00	0.00	0.00	1,000.00	0.00
248-395-685.802	PROMO PROJECTS REVENUE	4,000.00	0.00	0.00	4,000.00	0.00
248-395-685.803	ORGANIZATION PROJECTS REV GALA	0.00	0.00	0.00	0.00	0.00
248-395-685.804	MMS PLEDGES-CITY CONTRIBUTION	20,000.00	0.00	0.00	20,000.00	0.00
248-395-685.805	IND/CORPORATE DONATIONS	28,300.00	0.00	0.00	28,300.00	0.00
248-395-685.806	GARDEN MAIN. (IN-KIND CONTRIBUTION)	0.00	0.00	0.00	0.00	0.00
248-395-685.807	FARMERS MARKET REVENUE	1,500.00	747.50	747.50	752.50	49.83
248-395-685.808	EVENT DONATIONS REV	4,000.00	0.00	0.00	4,000.00	0.00
248-395-685.809	SUM CON CORPORATE DONATIONS REV	0.00	0.00	0.00	0.00	0.00
248-395-685.810	SUM CON (CONCERT DAY DONATIONS) REV	0.00	0.00	0.00	0.00	0.00
248-395-685.811	SUMMER CONCERT SERIES GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
248-395-685.812	SUM CON MEDIA ADVERSTISING TRADE IN KIND	0.00	0.00	0.00	0.00	0.00
Total Dept 395 - DOWNTOWN DEVELOPMENT AUTHORITY		129,500.00	758.29	758.29	128,741.71	0.59
TOTAL REVENUES		129,500.00	758.29	758.29	128,741.71	0.59
Expenditures						
Dept 000 - 728						
248-000-881.000	MERCHANT CARD FEES	0.00	0.00	0.00	0.00	0.00
248-000-955.807	FARMERS MARKET MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
248-000-956.000	PRIOR YEAR ADJUSTMENT-EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - 728		0.00	0.00	0.00	0.00	0.00
Dept 395 - DOWNTOWN DEVELOPMENT AUTHORITY						
248-395-702.000	SALARIES	36,050.00	0.00	0.00	36,050.00	0.00
248-395-707.000	SAL/WAGES, PT	0.00	0.00	0.00	0.00	0.00
248-395-710.000	CASH-IN-LIEU	12,000.00	0.00	0.00	12,000.00	0.00
248-395-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
248-395-718.000	RETIREMENT	1,100.00	0.00	0.00	1,100.00	0.00
248-395-719.000	OTHER FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
248-395-720.000	PAYROLL TAX EXPENSE	0.00	0.00	0.00	0.00	0.00
248-395-723.000	UNEMPLOYMENT COMP.	220.00	0.13	0.13	219.87	0.06
248-395-724.000	WORKMENS COMPENSATION	950.00	0.00	0.00	950.00	0.00
248-395-727.000	OFFICE SUPPLIES	750.00	0.00	0.00	750.00	0.00
248-395-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
248-395-741.000	POSTAGE & SHIPPING	0.00	56.00	56.00	(56.00)	100.00
248-395-801.000	PROFESSIONAL SERVICES	15,000.00	822.50	822.50	14,177.50	5.48

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
248-395-803.000	INDEPENDENT AUDITOR SERVICES	2,655.00	0.00	0.00	2,655.00	0.00
248-395-804.000	DDA LEGAL SERVICES	250.00	0.00	0.00	250.00	0.00
248-395-807.000	MEMBERSHIP AND DUES	625.00	0.00	0.00	625.00	0.00
248-395-850.000	COMMUNICATIONS	0.00	238.05	238.05	(238.05)	100.00
248-395-860.000	TRAVEL EXPENSES	5,000.00	0.00	0.00	5,000.00	0.00
248-395-880.000	COMMUNITY PROMOTIONS	8,000.00	0.00	0.00	8,000.00	0.00
248-395-880.101	FACADE GRANTS	10,000.00	0.00	0.00	10,000.00	0.00
248-395-880.102	CHRISTMAS DECORATIONS	3,750.00	0.00	0.00	3,750.00	0.00
248-395-880.103	GARDENS	0.00	0.00	0.00	0.00	0.00
248-395-880.104	UNCOMMITTED DESIGN PROJECTS (FUTURE)	0.00	0.00	0.00	0.00	0.00
248-395-880.105	SHOP LOCAL (VITALITY PROJECT)	0.00	0.00	0.00	0.00	0.00
248-395-880.106	MARKETING & COMMUN(ORGANIZATION PROJECT)	1,700.00	108.65	108.65	1,591.35	6.39
248-395-880.107	GALA FUNDRAISER(FUTURE UNCOMMITTED PROJ)	0.00	0.00	0.00	0.00	0.00
248-395-880.108	MAIN STREET MIXERS (EXISTING PROJECT)	0.00	0.00	0.00	0.00	0.00
248-395-880.109	SUM CONCERT SERIES (EXISTING PROJECTS)	0.00	0.00	0.00	0.00	0.00
248-395-880.110	FARMERS MARKET (EXISTING PROJECT)	0.00	0.00	0.00	0.00	0.00
248-395-880.111	EVENT SPONSORSHIP (EXISTING PROJECT)	0.00	0.00	0.00	0.00	0.00
248-395-880.112	EVART BUCKS (EXISTING PROJECT)	500.00	0.00	0.00	500.00	0.00
248-395-900.000	PUBLISHING/PRINTING	0.00	27.84	27.84	(27.84)	100.00
248-395-912.000	LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
248-395-921.000	UTILITIES	2,700.00	84.03	84.03	2,615.97	3.11
248-395-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
248-395-932.000	COMPUTERS/EQUIPMENT/IT	0.00	0.00	0.00	0.00	0.00
248-395-955.000	MISCELLANEOUS EXPENSE	700.00	288.86	288.86	411.14	41.27
248-395-957.000	EDUCATION AND TRAINING	500.00	0.00	0.00	500.00	0.00
248-395-967.000	PROJECT COSTS	15,000.00	0.00	0.00	15,000.00	0.00
248-395-970.100	CAPITAL OUTLAY-CAPITALIZED	0.00	0.00	0.00	0.00	0.00
Total Dept 395 - DOWNTOWN DEVELOPMENT AUTHORITY		117,450.00	1,626.06	1,626.06	115,823.94	1.38
Dept 850 - FRINGE BENEFITS						
248-850-714.000	MEDICARE	780.00	0.00	0.00	780.00	0.00
248-850-715.000	SOCIAL SECURITY	2,994.00	0.00	0.00	2,994.00	0.00
Total Dept 850 - FRINGE BENEFITS		3,774.00	0.00	0.00	3,774.00	0.00
TOTAL EXPENDITURES		121,224.00	1,626.06	1,626.06	119,597.94	1.34
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		129,500.00	758.29	758.29	128,741.71	0.59
TOTAL EXPENDITURES		121,224.00	1,626.06	1,626.06	119,597.94	1.34
NET OF REVENUES & EXPENDITURES		8,276.00	(867.77)	(867.77)	9,143.77	10.49

BANK RECONCILIATION FOR CITY OF EVART
Bank 248 (EVART DDA MAIN CHECKING)
FROM 07/01/2021 TO 07/31/2021
Reconciliation Record ID: 1156
Finalized

Beginning GL Balance:	63,678.47
Less: Cash Disbursements	(1,867.73)
Less: Payroll Disbursements	(293.30)
Less: Journal Entries/Other	(665.31)
Ending GL Balance:	60,852.13
Ending Bank Balance:	62,951.40
Add: Deposits in Transit	0.00
Less: Outstanding Checks	

AP Checks

Check Date	Check Number	Name	Amount
01/07/2020	5591	EVART PHARMACY	25.00
04/16/2020	5596	7TH STREET COFFEE CO	41.00
07/13/2021	5650	ROBERT S. MARSHALL	800.00
07/27/2021	5651	MICHIGAN MUNICIPAL LEAGUE	37.00
07/27/2021	5652	MID- WEST INNOVATORS	275.00
07/27/2021	5653	PREMIUM SOLUTIONS	55.73
07/27/2021	5654	SAVVY MEDIA GROUP LLC	400.00

Payroll Checks

Check Date	Check Number	Name	Amount
12/17/2019	5589	STATE OF MICHIGAN	141.36
06/30/2020	5604	VANGAURD GROUP	324.18

Total - 9 Outstanding Checks:	2,099.27
Adjusted Bank Balance	60,852.13
Unreconciled Difference:	0.00

REVIEWED BY: Pepper Lockhart DATE: 8/9/21

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558

Huntington

EVART DDA
PO BOX 668
EVART MI 49631-0668

Have a Question or Concern?

Stop by your nearest Huntington office or contact us at:

1-800-480-2001

www.huntington.com/businessresources

Huntington Public Funds Hybrid Checking — *Account: -------1020*

Statement Activity From: 07/01/21 to 07/31/21

Days in Statement Period	31
Average Ledger Balance*	63,485.01
Average Collected Balance*	63,460.82

* The above balances correspond to the service charge cycle for this account.

Beginning Balance	**$69,115.10**
Credits (+)	**252.85**
Regular Deposits	250.00
Interest Earned	2.85
Debits (-)	**6,416.55**
Regular Checks Paid	5,205.09
Electronic Withdrawals	620.46
Other Debits	591.00
Ending Balance	**$62,951.40**

Deposits (+) — *Account:-------1020*

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
07/16	250.00	162308060	Brch/ATM				

Other Credits (+) — *Account:-------1020*

Date	Amount	Description
07/15	2.85	INTEREST PAYMENT

Checks (-) — *Account:-------1020*

Date	Amount	Check #	Date	Amount	Check #
07/02	2,500.00	5646	07/02	2,405.09	5649
07/06	300.00	5648*			

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

Other Debits (-) — *Account:-------1020*

Date	Amount	Description
07/02	483.00	PURCHASE SESAC SESAC 8662185823 TN XXXXXXXXXXXX3457
07/02	39.93	DTE Energy 800477474 210701

Investments are offered through the Huntington Investment Company, Registered Investment Advisor, member FINRA/SIPC, a wholly-owned subsidiary of Huntington Bancshares Inc.

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Other Debits (-) — *Account:-------1020*

Date	Amount	Description
07/09	50.00	PURCHASE MAESTROCM MAESTROCM 2173916094 IL XXXXXXXXXXXX5551
07/12	58.00	PURCHASE USPS PO 2530700618 USPS PO 2530700618 EVART MI XXXXXXXXXXXX3457
07/15	22.44	CITY OF EVART UTIL BILL 210709 06890-001
07/19	60.45	CONSUMERS ENERGY ENERGYBILL 210716 103036764720
07/21	293.30	MI Business Tax Payment 210720 SMIBUS004879998
07/22	1.00	MI UIA TAX STATE OF M 210721 043000092230312
07/22	1.00	MI UIA TAX STATE OF M 210721 043000092243092
07/26	202.34	VERIZON WIRELESS PAYMENTS 210726 044221717200001

Balance Activity — *Account:-------1020*

Date	Balance	Date	Balance	Date	Balance
06/30	69,115.10	07/12	63,279.08	07/21	63,155.74
07/02	63,687.08	07/15	63,259.49	07/22	63,153.74
07/06	63,387.08	07/16	63,509.49	07/26	62,951.40
07/09	63,337.08	07/19	63,449.04		

In the Event of Errors or Questions Concerning Electronic Fund Transfers (electronic deposits, withdrawals, transfers, payments, or purchases), please call either 1-614-480-2001 or call toll free 1-800-480-2001, or write to The Huntington National Bank Research - EA4W61, P.O. Box 1558, Columbus, Ohio 43216 as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic fund transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

Verification of Electronic Deposits If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

Balancing Your Statement - For your convenience, a balancing page is available on our web site https://www.huntington.com/pdf/balancing.pdf and also available on Huntington Business Online.

BANK RECONCILIATION FOR CITY OF EVART
Bank 249 (EVART DDA MONEY MARKET ACCOUNT)
FROM 07/01/2021 TO 07/31/2021
Reconciliation Record ID: 1153
Finalized

Beginning GL Balance:	116,200.66
Add: Journal Entries/Other	4.77
Ending GL Balance:	116,205.43
Ending Bank Balance:	116,205.43
Add: Deposits in Transit	0.00
Less: Outstanding Checks	
Total - 0 Outstanding Checks:	
Adjusted Bank Balance	116,205.43
Unreconciled Difference:	0.00

REVIEWED BY: Pepper Jackhart DATE: 8/9/21

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558

Huntington

EVART DDA
PO BOX 668
EVART MI 49631-0668

Have a Question or Concern?

Stop by your nearest Huntington office or contact us at:

1-800-480-2001

www.huntington.com/ businessresources

Huntington Public Funds Hybrid Checking — *Account: -------0801*

Statement Activity From: 07/01/21 to 07/31/21

Days in Statement Period	31
Average Ledger Balance*	116,203.12
Average Collected Balance*	116,203.12

* The above balances correspond to the service charge cycle for this account.

Beginning Balance	**$116,200.66**
Credits (+)	**4.77**
Interest Earned	4.77
Ending Balance	**$116,205.43**

Other Credits (+) — *Account:-------0801*

Date	Amount	Description
07/15	4.77	INTEREST PAYMENT

Balance Activity — *Account:-------0801*

Date	Balance	Date	Balance	Date	Balance
06/30	116,200.66	07/15	116,205.43		

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1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

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BANK RECONCILIATION FOR CITY OF EVART
Bank 250 (EVART DDA FARMERS MARKET)
FROM 07/01/2021 TO 07/31/2021
Reconciliation Record ID: 1154
Finalized

Beginning GL Balance:		4,636.58
Less: Cash Disbursements		(2,078.00)
Add: Journal Entries/Other		260.00
Ending GL Balance:		2,818.58
Ending Bank Balance:		4,071.91
Add: Miscellaneous Transactions		0.04
Add: Deposits in Transit		
	CK 2165	7.25
	CK 2172	11.00
	CK 2175	506.00
	DEPOSITS	(1,759.60)
	CK 22176	9.98
		(1,225.37)

Less: Outstanding Checks

AP Checks

Check Date	Check Number	Name	Amount
09/15/2020	2120	SMITH, AMANDA	16.00
06/25/2021	2153	LOWES, TIFFANY	3.00
07/08/2021	2156	CUSHMAN, JINNIFER	4.00
07/08/2021	2162	LOWES, TIFFANY	5.00

Total - 4 Outstanding Checks:	28.00
Adjusted Bank Balance	2,818.58
Unreconciled Difference:	0.00

REVIEWED BY: Pepper Lockhart DATE: 8/9/21

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558

Huntington

EVART DDA
FARMERS MARKET
PO BOX 668
EVART MI 49631-0668

Have a Question or Concern?

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1-800-480-2001

www.huntington.com/businessresources

Huntington Public Funds Economy Checking — *Account: -------9088*

Statement Activity From: 07/01/21 to 07/31/21

Days in Statement Period	31
Average Ledger Balance*	4,215.36
Average Collected Balance*	4,186.20

* The above balances correspond to the service charge cycle for this account.

Beginning Balance	**$4,711.54**
Credits (+)	**2,019.60**
Regular Deposits	1,271.60
Electronic Deposits	748.00
Debits (-)	**2,659.23**
Regular Checks Paid	2,659.23
Total Service Charges (-)	**0.00**
Ending Balance	**$4,071.91**

Deposits (+) — *Account:-------9088*

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
07/06	80.00	162734959	Brch/ATM	07/19	160.00	164672962	Brch/ATM
07/12	300.00	164672960	Brch/ATM	07/19	121.60	164672961	Brch/ATM
07/12	260.00	22734960	Brch/ATM	07/27	350.00	164672959	Brch/ATM

Other Credits (+) — *Account:-------9088*

Date	Amount	Description
07/06	240.00	MERCHANT BNKCD DEPOSIT 210703 266286581886
07/12	140.00	MERCHANT BNKCD DEPOSIT 210710 266286581886
07/19	118.00	MERCHANT BNKCD DEPOSIT 210717 266286581886
07/26	250.00	MERCHANT BNKCD DEPOSIT 210724 266286581886

Checks (-) — *Account:-------9088*

Date	Amount	Check #	Date	Amount	Check #
07/06	22.00	2148	07/23	10.00	2160
07/12	10.00	2150*	07/15	20.00	2161
07/09	24.00	2151	07/12	595.00	2163*
07/20	24.00	2155*	07/08	400.00	2164
07/13	31.00	2157*	07/27	7.25	2165
07/12	58.00	2158	07/28	11.00	2172*
07/13	931.00	2159	07/26	506.00	2175*

551

524.25

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Checks (-) *Account:-------9088*

Date	Amount	Check #	Date	Amount	Check #
07/27	9.98	22176* 551			

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

Service Charge Summary *Account:-------9088*

Previous Month Service Charges (-)	**$0.00**
Total Service Charges (-)	**$0.00**

Balance Activity *Account:-------9088*

Date	Balance	Date	Balance	Date	Balance
06/30	4,711.54	07/13	3,660.54	07/26	3,750.14
07/06	5,009.54	07/15	3,640.54	07/27	4,082.91
07/08	4,609.54	07/19	4,040.14	07/28	4,071.91
07/09	4,585.54	07/20	4,016.14		
07/12	4,622.54	07/23	4,006.14		

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I have been attending the Director Meetings. National Main Street is conducting a mapping project of all the Main Street communities. It is due 8/13/21 and Jason is working on it for us. We got it Tuesday afternoon with an update yesterday.

Leigh at Michigan Main Street is starting to work on the annual Impact Report. I hope someone is tracking volunteer hours as that will be needed as well as some other information. I don't believe Angela is tracking attendance at the Farmers Market so I'm not sure how we will know how many people we reach without that in the calculation?

Submitted, Lynn Salinas, Treasurer

SARAH J. DVORACEK
Office of the City Manager
5814 100th Avenue
Evart, MI 49631
o. 231-734-2181
c. 231-580-6516
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HISTORIC EVART
At Home. By Nature.

Dated: July 28, 2021

Draft Housing Code Ordinance/Code Enforcement/Zoning Enforcement
We are continuing to work with the Osceola County's Administrator regarding utilizing the Osceola County's Board of Appeals. On March 22, 2021, at 6:30 pm, we held our public meeting, we had approximately 30 people attend. We are still recruiting tenants and landlords to sit on a focus group. We are hoping to have the focus group meetings scheduled September. Please contact city hall and let us know if you are interested in participating in these focus groups as a tenant or landlord. ON HOLD.

Treasury and Finance Department
Staff is working with SLC Meters to merge both billing programs for the new water meter install project. Ongoing.

We received the draft personnel policy back from Dickinson & Wright. We are reviewing the changes and will have the draft document to council in August.

Assessing Department
We are assisting the DDA with updating their building inventory for Michigan Main Street. Ongoing.

Police Department
Letter of Understanding with POLC was tentatively approved by city council on July 24, 2021, the letter is being reviewed by Dickinson and Wright. Ongoing.

We had our first community advisory outreach committee meeting regarding the possibility of a liaison officer in May. I am now working on obtaining more community engagement and we are preparing to launch a survey to our residents including our students living here in the city. I am researching the possibilities of providing a prize for students that participate in the survey. ON HOLD.

Parks and Recreation
Trash Bash details...city has a team, and we will set a date in the near future.

Department of Public Works and Water & Sewer Department
Council approved the purchase of another new truck. All new trucks now have the city's logo on them. The city is also leasing a backhoe with John Deere, which will allow staff to handle emergencies in house.

In August, we are meeting with John Tanner, our engineer from OHM is discuss our capital improvement projects.

Meter replacement project is underway. Most commercial and industrial meters have been replaced. City staff will be installing all the residential meters. We have started posting communications regarding this project. Dustin will also be the project manager for meter replacements. Ongoing.

Lead Service Line Replacement Project is underway, the City contracted with Gerber Construction for this project. Gerber will replace approximately 40 lead/galvanized service lines and will begin on August 2, 2021. This is a

requirement per the new law, the city has 20 years to replace all lead or galvanized lines located in the city. Dustin will act as the project manager in this project. We have now mailed out informational packets to the 40 residents this will involve. Ongoing.

Airport

We are researching an airport expansion project which will be privately funded. Airport engineers are working on the layout of hangars, fuel, and a maintenance airport facility. ON HOLD.

Our airport was recently audited by MDOT Aeronautics, I included the results in July. We have until August 10th to create a plan of action for correcting concerns.

Misc.

Staff met with MDOT to review the limitations with way finding signage along US-10. City staff submitted the sign permit and the sign committee met. We are awaiting a response from MDOT. MDOT is now requesting a detailed plan for types of signs, poles, and placement. ON HOLD.

The depot's exterior paint work will begin the week of July 5th. The depot floors being refinished will begin June 22nd. Once both projects are completed city staff will relocate to the depot. We are researching moving companies and getting prices. More information in near future.

Dustin will be located at the airport. Dustin is studying to become the Airport Manager.

We received the security camera bids and I will give council the bid tab on Monday. I have not vetted any of the contractors or called them yet for clarification on their bids. I will need to ask Chief Beam for guidance on this project. ON HOLD.

I have met with some potential investors in the industrial park. Jim White and I are meeting with them on Monday to discuss their proposal. Our economic development committee also met with investors and requested more information, project is ongoing.

Historic District Commission

The city officially became a Certified Local Government in April of 2021! Alan Higgins, SHPO representative will be here on Monday August 24, 2021, and present to planning commission, historic district commission, DDA Board, and City Council and the public on what a certified local government status means and how we can plan our future around historic preservation.

Planning Commission

The commission is currently reviewing and making suggestions rezoning the parcels along US-10 as well as some potential parking amendments. Ongoing.

I am reviewing the draft ordinance from Dickinson & Wright regarding revising the marihuana ordinance. I will review and have a draft to council in August. Ongoing.

Evart Downtown Development Authority/Evart Main Street
Evart Farmers Market Committee
2021 August Report

The FMC met in person at 6:15pm with 5 of 8 members present at Juneberry Cottage, 220 N Main St. Evart on August 4, 2021

We introduced ourselves and commented on our connection to the EFM.

Discussion was held regarding an overview and purpose of the FMC. Our major task is to annually review and update the EFM vendor application and handbook, the market manager job description and contract. We talked about the grievance processes currently in the handbook. Suggestions include a warning process, suspension or probationary period and vendor being able to reapply for the new season if issues are addressed. The market manager has the authority to request a vendor to leave immediately on a market day if circumstances warrant it. That decision would stand until the committee reviewed the situation.

We also discussed ideas for getting volunteers, promotion of the market, ways to tie it into and direct traffic to the downtown area; ways to help with data and organization tasks if needed, and grants. It is understood that the market is under the DDA and vendor information, financials and other data requested needs to be shared with the committee so there are no surprise audit or foia issues. This is best practice.

Current members of the committee:

Renee Sanders (absent)

Connie Roderick

Brian Roderick

Serena Lee

Darrel Korde (absent)

Erica Henry

June-Marie Essner

Angela Hunter (absent)

Evart Downtown Development Authority/Evart Main Street
Evart Farmers Market Advisory Committee
Formed 2021

Overview

The fundamental purpose of an authentic farmers market is to facilitate a direct connection between consumer and producer. First held in 2010, the Evart Farmers Market has supported the vitality of the City's Business District and has provided City residents with easy access to some of the highest quality produce, baked goods, and other food available in the area.

The Evart Farmers Market is governed by the DDA Board, but has an appointed Farmers Market Advisory Committee (FMC) that helps the DDA with major decisions in the management of our market. The FMC consists of vendors, customers, DDA representative(s), and market manager. The committee is an internal advisory committee with no decision-making authority on behalf of the Evart DDA or its Board; therefore, it is not considered a public body. The FMC meets as needed throughout the year.

Evart Farmers Market Mission Statement

The Evart Farmers' Market is a producers-only, seasonal, outdoor market. It is organized to provide opportunities for vendors to sell their products directly to the consumer and provide the community an opportunity to buy fresh locally grown or Michigan raised food products directly from the farmer, cottage industry producer, or arts and craft items directly from local artisan. The Market is organized to promote community organizations and events to bring families and visitors together. Providing a place to continue a sense of community where neighbors can meet, talk, shop, & socialize; enriching quality of life and strengthening our economy. Our producers are committed to their products and community in promoting practices steeped in tradition and looking to the future through entrepreneurship.

Purpose

The market manager serves as the day-to-day administrator of the market and is the key interface between vendors, customers, board members, and others who are affected by or involved with the market. The FMC serves in an advisory capacity to the market manager and assist in organizational matters to ensure best practices and transparency, on matters related to the EFM to include, but not limited to:

- Annual review/Updating of market policies and vendor application.
- Annual review of Market Manager Contract.
- Review grievances when appeals are submitted, while supporting the market manager, and report findings to the DDA executive team so they can make informed decision, when needed.
- Work with Market Manager and DDA to suggest ways to promote and improve EFM.
- On behalf of the DDA review with the Market Manager data regarding the market, including vendor information, food assistance programs, revenue, expenses to assist in EFM needs and opportunities to insure sustainability, growth, transparency and responsible management of the EFM

Statement of Inclusion
The Evart DDA is committed to working with city staff and the community to make Evart an inclusive, welcoming and affirming place to live, work, visit and do business. The Evart Farmers Market will view its practices and policies through the lens of community and economic development and cooperation with Evart DDA, City and their staff. The Evart Farmers Market will operate in accordance with these core values.

Membership
The committee consists of at least 6 members. Membership includes at least 1 DDA member, 2 appointed vendors, 2 community members, and the Market Manager. Appointed vendors are required to maintain consistent vendor status for the durationof the market season to maintain their membership on the committee. All members shall make a conscious effort to attend scheduled meetings, in person or call-in to remain on the committee. Members are asked for a three year commitment, but if needed may step down prior.