City of Norway
915 Main Street
Norway, MI
49870

Downtown Development Authority
AGENDA
Regular Meeting

October 19, 2022
12:00 Noon
(906) 563-9961
www.norwaymi.gov

1) Call to order

2) Pledge of Allegiance

3) Roll Call

4) Approve Agenda

5) Approve Minutes: September 21, 2022

6) Treasurer's Report
   A. Financial Reports
      1. Trial Balance.
      2. Revenue & Expenditure Report.
      3. Cash Flow Schedule (Budget Amendment)
   B. Pay Bills (Invoices)

1. Terry Spence – October	$ 100.00
2. G. Brooks Electric – Veterans Park Lighting	$ 2,458.92
3. Standard Electric – Downtown Christmas Lighting	$ 641.62
4. US Bank	$160,386.25

   C. Transfer

1. Debra Hood – Main Street Maintenance	$ 224.65 (net)

   - 9-4-22 to 10-8-22 (17 hours)

7) Agenda Items:
   A. Resignation Terry Spence
   B.
   C.

8) Project Update;
   A. Mountain Media
   B. Leif Erikson
   C.

9) Communications

10) Citizen Comments

11) Board Member Privilege

12) Next Meeting Date: November 16, 2022

13) Adjourn

Downtown Development Authority
Minutes of
September 21, 2022
Regular Meeting

Roll Call: S. Tinti, B. Thorne, C. Brew, S. Ortman, and T. Normand

Absent: J. Muraro, M. Ebeling

Others Present: Dan Stoltman, City Manager; Trisha Plante, City Clerk; Mary Pollard, Terry Spence, Debbie Hood, Seth Anderson, Taylor Andrews, and Elsa Pontbriand of Mountain Media; Ethan Brisson, Andrew Brisson, Andrew Pritchard, and Chase Opolka of Loadmaster and Bruce Hawkinson

Approve Agenda: A motion was made by Member C. Brew, supported by Member B. Thorne, and unanimously approved agenda for Regular Meeting September 21, 2022, with the addition of item D Façade and item E Main Street Maintenance.

Approve Minutes: A motion was made by Member T. Normand, supported by Member B. Thorne and unanimously approved minutes of August 17, 2022, with correction to Leif Erikson Event transfer $1,000 contribution and $1,000 for Viking Bucks'

Financial Reports – Mary Pollard, retired City Treasurer was available to discuss financials.

- Trial Balance
- Revenue & Expenditure Report
- Cash Flow Schedule (Budget Amendment)

Approve Financial Reports: A motion was made by Member C. Brew, supported by Member S. Ortman and unanimously approved Financial Reports with the correction to remove Steve Tinti Law Office under miscellaneous expense.

Approve Payment of Bills and Transfers: A motion was made by Member S. Ortman, supported by Member C. Brew and unanimously approved payment of the following bills;

<u>**Bills**</u>

Terry Spence – September	$ 100.00
Mountain Media	$ 1,969.95
o Retainer $1,750.00	
o Outside Printing Service Reimbursement $219.95	
Danielsons Greenhouse	$ 15.00
o 3 flats of marigolds	
Norway BP	$ 5.00
o Debra Hood - Gas	

<u>**Transfer**</u>

Debra Hood – Main Street Maintenance 8/14/22 to 8/27/22 (7 hours)	$ 105.00 (net)

Agenda Items:

Marketing Project (Mountain Media) – Mountain Media representatives Seth Anderson, Taylor Andrews, and Elsa Pontbriand were present and provided an update. Seth distributed brochures that were available at the fair booth and encouraged feedback. Also, reviewed how the QR Code works and getting the brochures distributed. Suggestions were made to include more information on the brochure, lighten up the picture, and have the QR Code available to scan in other areas downtown. Taylor discussed social media management and building the website further.

IFT - Loadmaster – Representatives from Loadmaster gave a brief presentation on their company and IFT application. City Manager reviewed IFT process moving forward, public hearing scheduled October 24th, and DDA's recommendation for Council. DDA was in favor of Loadmaster IFT but would like to see some type of formal reviews take place throughout the years of the IFT tracking Loadmasters application commitments including job creation.

Motion: A motion was made by Member S. Ortman, supported by Member B. Thorne, and unanimously approved moving forward with Loadmaster IFT application.

Leif Erikson – Leif Bucks – Barb Thorne updated the DDA on Leif Erikson Event and discussed Leif Buck. Would like to have a total of 200, $5 Leif Bucks numbered 1-200, include QR Code and expiration date of 12-31-2022. Also discussed printing of bucks, and participating businesses.

Façade – DDA discussed past façade programs and time involved in organizing and creating a program. Agreed to form a committee to discuss and investigate further. Façade Committee Members will include DDA Chair S. Tinti, City Manager Dan Stoltman, Ray Anderson and Bruce Hawkinson. Organizational meeting to be scheduled.

Main Street Maintenance - Debbie Hood provided an update on Main Street Maintenance and suggestions for future maintenance. A couple businesses would like to maintain their own corners and plantings and some areas are just not growing. Debbie reviewed with DDA ideas, and suggestions for the upcoming year.

Project Updates:

Steps/Ramp/Lighting at Band Shell – City Manager updated the DDA on the steps, ramp, and lighting at the band shell. Mr. Stoltman provided engineered drawings of a ramp and encouraged discussion. DDA would like to review further and suggested getting an opinion from Mr. Hunt regarding the lighting and obtain pricing to install a lift verses a ramp.

Communications: None

Citizen Comment: None

Board Member Privilege: None

Next Meeting Date: October 19, 2022

Adjournment: A motion was made by Member C. Brew, supported by Member T. Normand and unanimously approved to adjourn the meeting.

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Barb Thorne, Secretary

Submitted by Dan Stoltman and Terry Spence

DDA - CASH FLOW SCHEDULE (UPDATED 10/19/2022)

6/30/2020
$ 250,941.17

	FISCAL YR ENDING	PROJECTED TAX CAPTURES Note 1	OTHER REVENUES	2012 DEBT SERVICE	DDA DIRECTOR & SUMMER EMPLOYEE CITY ADMIN SUPPORT Note 2	Main Street	Community Projects	Misc. Fees Service Exp.	YTD ACTUAL Approved Projects Note 3,4 & 9	Planned Projects Note 5,7,8,10	Year End Cash Balance	Budget Year
1	6/30/2021	$ 290,618.95	$ 1,482.40	$ 178,812.50	$ 35,778.00	$ 10,310.91	$ 16,996.26	$ 2,812.80	$ 112,465.17	$ -	$ 185,866.88	20-21
2	6/30/2022	$ 284,304.39	$ 634.04	$ 173,772.50	$ 38,950.42	$ 25,057.82	$ 10,082.98	$ 2,870.00	$ 38,424.36	$ -	$ 181,647.23	21-22
3	6/30/2023	$ 292,590.00	$ 1,200.00	$ 163,499.00	$ 38,782.00	$ 1,275.47	$ 4,979.36	$ 3,969.95	$ 21,090.92	$ 79,915.00	$ 161,925.53	22-23
4	6/30/2024	$ 298,441.80	$ 1,200.00	$ 158,112.50	$ 38,982.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ -	$ 234,472.83	23-24
5	6/30/2025	$ 304,410.64	$ 1,200.00	$ -	$ 40,115.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ -	$ 469,968.47	24-25
6	6/30/2026	$ 310,498.85	$ 1,200.00	$ -	$ 41,282.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ -	$ 710,385.31	25-26
7	6/30/2027	$ 316,708.83	$ 1,200.00	$ -	$ 42,484.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ -	$ 955,810.14	26-27
8	6/30/2028	$ 323,043.00	$ 1,200.00	$ -	$ 43,722.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ -	$ 1,206,331.14	27-28

Notes (Comments)	Budget/Estimate	Est/Actual Fiscal Year	Expenses Paid To Date	
(1) Increase Tax Capture annually each year by 2% - DDA Plan expires 2046				
(2) Increase City Admin Support by 3% per year plus DDA Director pay $1,200 per year				
(3) Salt Shed	$ 20,000.00	20/21	$ 34,677.83	
(4) Main Street Park/LED Lighting Project	$ 148,883.04	18/19	$ 14,667.13	Blomquist Architect, PM Surveying, Amazon Capital Service
		19/20	$ 36,248.60	Daily News/Lufts Ads for bids, Second Nature Landscaping
		20/21	$ 44,699.03	Second Nature Landscaping, Peterson Welding, City Tree's
		21/22	$ 32,177.36	Barglind Concrete, Peterson Welding, Second Nature Landscaping, Miller Products, Border States, Willem Landscaping
		22/23	$ 21,090.92	Border States, G. Brooks Electric
(5) Veteran's Park Camera	$ 4,800.00	22/23	$ -	
(6) Odill Drive	$ 400,000.00		$ -	
(7) Main Street Repairs (Railroad to US2)	$ 70,315.00	22/23	$ -	(total $234,375 - MDOT grant $187,500 = $46,875 plus $23,440 engineering)
(8) Video Marketing (Mountain Media)	$ 14,347.00	20/21	$ 5,550.00	
		21/22	$ 6,247.00	
(9) EV Charging Station	$ 25,000.00	20/21	$ 26,048.31	Estimate $75,000 with 1/3rd grant from state and 1/3rd paid by utility (electric department)
(10) EV Charging Station Lot Camera	$ 4,800.00	22/23	$ -	
(11) Other Camera System Upgrades (Software, Storage, Switch)	$ 1,600.00	20/21	$ 1,490.00	
(12) Norway Spring Project (Building/Plumbing)				
(13) US2 Trail Project				

MAIN STREET	BUDGET	ACTUAL
TRICO	$ -	$ -
DANIELSON'S	$ 600.00	$ 122.50
CHENIER'S	$ 300.00	$ -
HALL'S (Main St Christmas Lights)	$ 400.00	$ -
BANNERS	$ 200.00	$ -
MISC	$ 8,500.00	$ -
BECK'S ORNAMENTAL (spray Main St curbs, sidewalks, parking lots)		$ 331.14
DISPLAY SALES (New Christmas Decorations)	$ -	$ -
	$ -	
Border States	$ -	$ -
Ornamental Poles/Fixtures Deb Hood - reimb for flowers, hose & gas	$ -	$ 57.27
Amazon - spotlights		$ 122.94
Christmas lighting (standard electric)		$ 641.62
	$ 10,000.00	$ 1,275.47

COMMUNITY PROJECTS	BUDGET	ACTUAL
MIKE'S FURNITURE LEASE (CAMERA)	$ 300.00	$ -
LEIF ERIKSON	$ 1,000.00	$ 2,000.00
CHRISTMAS PARADE FIREWORKS/CANDY/SANTA	$ 900.00	$ -
MUSIC IN THE PARK PROGRAM	$ 500.00	$ -
CITY WIDE RUMMAGE SALE	$ 300.00	$ -
REVIZE, LLC (annual website maintenance)	$ 2,000.00	$ 1,900.00
MISC -Amazon Petwaste Stations (4)	$ 5,000.00	$ 1,079.36
		$ -
	$ 10,000.00	$ 4,979.36

MISC FEES/SERVICE EXPENSES	BUDGET	ACTUAL
Dickinson Area Chamber of Commerce membership dues	$ 250.00	$ -
ECONOMIC DEVLP ALLIANCE	$ 2,000.00	$ -
DACA - Ad in Chamber Directory	$ 265.00	$ -
UPTRA (annual investment allocation)	$ 300.00	$ -
MISC.	$ 6,935.00	$ -
Checks ordered	$ -	$ -
Loyal to Local Pledge	$ 250.00	$ 250.00
Viking Dollars		$ -
Mountain Media-Marketing Services		$ 3,719.95
	$ 10,000.00	$ 3,969.95

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	BEG. BALANCE 07/01/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2022 INCREASE (DECREASE	YEAR-TO-DATE THRU 10/31/22 INCREASE (DECREASE	END BALANCE 10/31/2022 NORMAL (ABNORMAL)
Fund 204 - DOWNTOWN DEVELOPMENT AUTHORITY						
Assets						
Dept 000						
204-000-001.000	CASH IN BANK - CHECKING		106,367.54	(1,588.19)	100,871.36	207,238.90
204-000-001.010	CASH IN BANK - PAYROLL		0.00	6.06	6.06	6.06
204-000-002.070	BOND RESERVE ACCOUNT		0.00	0.00	0.00	0.00
204-000-017.000	INVESTMENTS		96,704.13	0.00	93.62	96,797.75
204-000-030.000	ACCOUNTS RECEIVABLE-MISC		0.00	0.00	0.00	0.00
204-000-040.060	ACCOUNTS RECEIVABLE-UTILITIES		0.00	0.00	0.00	0.00
204-000-054.000	DUE FROM STATE		0.00	0.00	0.00	0.00
204-000-054.101	DUE FROM GENERAL FUND		0.00	0.00	0.00	0.00
204-000-054.494	DUE FROM CAPITAL IMPROVEMENT		0.00	0.00	0.00	0.00
204-000-054.700	DUE FROM TRUST & AGENCY FUND		0.00	0.00	0.00	0.00
204-000-123.010	PREPAID EXPENSE		0.00	0.00	0.00	0.00
204-000-129.000	BOND DISCOUNT		0.00	0.00	0.00	0.00
Total Dept 000			203,071.67	(1,582.13)	100,971.04	304,042.71
TOTAL ASSETS			203,071.67	(1,582.13)	100,971.04	304,042.71
Liabilities						
Dept 000						
204-000-202.000	ACCOUNTS PAYABLE		20,948.09	157,285.71	139,438.16	160,386.25
204-000-214.000	DUE TO OTHER TAXING UNITS		0.00	0.00	0.00	0.00
204-000-214.101	DUE TO GENERAL FUND		0.00	0.00	0.00	0.00
204-000-214.494	DUE TO CAPITAL PROJECTS FUND		0.00	0.00	0.00	0.00
204-000-228.010	SOCIAL SECURITY PAYABLE		33.85	0.00	(33.85)	0.00
204-000-228.020	MICHIGAN WITHHOLDING TAXES		0.00	6.06	6.06	6.06
204-000-229.010	FEDERAL INCOME TAXES WITHHELD		0.00	0.00	0.00	0.00
204-000-237.000	ACCRUED INTEREST PAYABLE		0.00	0.00	0.00	0.00
204-000-257.000	ACCRUED WAGES PAYABLE		442.50	0.00	(442.50)	0.00
Total Dept 000			21,424.44	157,291.77	138,967.87	160,392.31
TOTAL LIABILITIES			21,424.44	157,291.77	138,967.87	160,392.31
Fund Equity						
Dept 000						
204-000-390.000	FUND BALANCE		181,647.23	0.00	0.00	181,647.23
Total Dept 000			181,647.23	0.00	0.00	181,647.23
TOTAL FUND EQUITY			181,647.23	0.00	0.00	181,647.23
Revenues						
Dept 000						
204-000-405.000	PROPERTY TAX REVENUE	200,000.00		1,765.75	155,362.63	155,362.63
204-000-405.004	PROPERTY TAX REVENUE - IFT TAX	1,200.00		0.00	0.00	0.00
204-000-430.000	FACADE PROGRAM - BUSINESS SHARE	0.00		0.00	0.00	0.00
204-000-430.001	FACADE PROGRAM - BUSINESS INTEREST	0.00		0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	BEG. BALANCE 07/01/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2022 INCREASE (DECREASE	YEAR-TO-DATE THRU 10/31/22 INCREASE (DECREASE	END BALANCE 10/31/2022 NORMAL (ABNORMAL)
Fund 204 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
Total Dept 940 - TRANSFER'S OUT		70,315.00		0.00	0.00	0.00
TOTAL EXPENDITURES		392,196.00		160,639.65	193,475.44	193,475.44
Total Fund 204 - DOWNTOWN DEVELOPMENT AUTHORITY						
TOTAL ASSETS			203,071.67	(1,582.13)	100,971.04	304,042.71
BEG. FUND BALANCE			181,647.23			181,647.23
+ NET OF REVENUES & EXPENDITURES		1,594.00		(158,873.90)	(37,996.83)	(37,996.83)
= ENDING FUND BALANCE			181,647.23	(158,873.90)	(37,996.83)	143,650.40
+ LIABILITIES			21,424.44	157,291.77	138,967.87	160,392.31
= TOTAL LIABILITIES AND FUND BALANCE			203,071.67	(1,582.13)	100,971.04	304,042.71

October 19th, 2022

Contract services - for Terry Spence

October 2022 $100.00

Paid 10/19/2022
DDA Check # 1967

CITY OF NORWAY 02-92
DOWNTOWN DEVELOPMENT AUTHORITY
P O BOX 99
NORWAY, MI 49870

1967
74-770/911
01

10-19-2022 Date

CHECK ARMOR

Pay to the Order of Terry Spence $ 100.00

One hundred dollars 00/100 Dollars

Photo Safe Deposit® Details on back

NORTHERN INTERSTATE BANK

For October Services (Last Pay)

091107705 00 065 5 1967

Lisa Legion

G. BROOKS ELECTRIC

COMMERCIAL
RESIDENTIAL
INDUSTRIAL

P.O. Box 2311
Kingsford, MI 49802
PH: 906-774-5139, Fax: 906-774-9959
gary@gbrookselectric.com

Invoice 17202

BILL TO
City of Norway
P.O. Box 99
Norway, MI 49870

DATE	PLEASE PAY	DUE DATE
09/27/2022	$2,458.92	10/27/2022

P.O. NUMBER
Veteran Park – DDA.

DESCRIPTION	QTY	RATE	AMOUNT
ELECTRICAL PERMIT	1	200.00	200.00
1/2"EMT Conduit	30	0.97	29.10
1/2"EMT Compression Conn	4	0.33	1.32
1/2"Insulated Grnd Bushing	2	3.26	6.52
1/2"One Hole Strap,Stl,TW	6	0.26	1.56
3/4"EMT Conduit	50	1.72	86.00
3/4"EMT Compression Conn	10	0.45	4.50
3/4"EMT Compression Coup	1	0.45	0.45
3/4"CLAMPBACK	13	0.95	12.35
3/4" Clamp, Mal, 1 hole	10	0.79	7.90
1 1/4"EMT Conduit	10	4.82	48.20
1 1/4"Clamp-On Service Entrance Cap	1	21.56	21.56
Milbank Meter Hub	1	13.50	13.50
SQD 1 1/4" Bolt-on Hub	1	11.14	11.14
1 1/4"EMT Compression Conn	1	1.39	1.39
1 1/4"Insulated Grnd Bushing	1	6.43	6.43
1 1/4"Offset Nipple,Die Cast	1	12.65	12.65
1 1/4"Two Hole Strap,Stl	3	0.76	2.28
#3 THHN Copper Wire, Str	60	2.37	142.20
#6 BARE COPPER	25	0.88	22.00
15A 1P 120/240V SQD CB QO115	6	12.75	76.50
Photo Eye, Swivel	1	19.79	19.79
Midwest 20A GFI, Outdoor	6	62.81	376.86

We appreciate your business and look forward to helping you again soon!

Terms: Net 30, 1 1/2% Past 30

DESCRIPTION	QTY	RATE	AMOUNT
100A MB PanelBoard, 24 space w/cover Nema 3R	1	357.72	357.72
125A Over Head Meter Socket	1	117.60	117.60
TapCon	42	0.70	29.40
Labor Breakdown: 9.22.2022, 6.5 hours Install panel and outside recepts. 9.23.2022, 3.5 hours Wire recepts in pocket park.			
Total Labor: 10 hours	10	85.00	850.00

TOTAL DUE	$2,458.92

THANK YOU.

We appreciate your business and look forward to helping you again soon!

Terms: Net 30, 1 1/2% Past 30

Vendor: G.BROOKS G. BROOKS ELECTRIC, INC. Check #: 00000011965 10/19/22

Date	Invoice	Description/Detail	Amount
09/27/2022	17202	VETERAN'S PARK LIGHTING	2,458.92

Total: 2,458.92

Vendor: G.BROOKS G. BROOKS ELECTRIC, INC. Check #: 00000011965 10/19/22

Date	Invoice	Description/Detail	Amount
09/27/2022	17202	VETERAN'S PARK LIGHTING	2,458.92

CITY OF NORWAY 02-92
DOWNTOWN DEVELOPMENT AUTHORITY
P O BOX 99
NORWAY, MI 49870

1965
74-770/911
01

Date 10-19-2022

CHECK ARMOR

Pay to the Order of G. Brooks Electric $ 2458.92

Two thousand four hundred fifty eight 92/100

Photo Safe Deposit® Details on back

NORTHERN INTERSTATE BANK

For Veterans Park Inv # 17202

⑆091107705⑆ ⑈00⑉065⑉5⑈ 1965

Total: 2,458.92

00000011965

Date: 10/19/22

$2,458.92

Two Thousand Four Hundred Fifty-Eight and 92/100 Dollars***********************

G. BROOKS ELECTRIC, INC.
PO BOX 2311

KINGSFORD MI 49802

INVOICE

STANDARD ELECTRIC COMPANY
Wittock Supply

Standard Electric Company
P.O. Box 5289
Saginaw, MI 48603-0289
(989) 497-2100
www.standardelectricco.com

Customer No.	Invoiced	Invoice #
812782	09/28/22	19105711-00
Ship Point		Via
STANDARD ELECTRIC - KINGSFORD		Will Call
Duns #	Reference	Page #
		1 of 1

Remit To: **Standard Electric Company**
P.O. Box 5289
SAGINAW, MI 48603-0289
(989) 497-2100

BILL TO:

13534 1 MB 0.515 E0192 I0334 D9718035929 S2 P9277523 0002:0002

CITY OF NORWAY
915 MAIN STREET
PO BOX 99
NORWAY MI 49870-0099

SHIP TO: 812782 - 00

CITY OF NORWAY
915 MAIN STREET
P O BOX 99
NORWAY, MI 49870-

Customer P/O	Given By	Job #	Taken By	Sales out
C.H. XMAS LIGHTS		**00**	bjc1	jdo1

Instructions	Entered	Printed	Picked	Shipped	Terms
	09/26/22	**09/28/22**	**09/26/22**	**09/27/22**	**Net Terms**

Ln #	Product Description	Quantity Ordered	Quantity B.O.	Quantity Shipped	Unit Price	Price U/M	Amount (Net)
1	**UF122WG** WIRE UF-NMC-12/2-WITH-GR OUND	250.00	0.00	250.00	789.39100	M	197.35
2	**KLED20009NE** D2000-9NE 9-IN SIDE CUT PLIER	1.00	0.00	1.00	46.53000	EA	46.53
3	**EGSC500** EGS C500 1/2 D/C 2SCR NM C CONN	12.00	0.00	12.00	0.77000	EA	9.24
4	**STURGEONRA1577** RA-1577 1/2IN WHITE 2-3- 4 WIRE	100.00	0.00	100.00	40.23000	M	4.02
5	**INTWP5100C** INT-MAT WP5100C	12.00	0.00	12.00	8.48000	EA	101.76
6	**REDIH31LM** IH3-1-LM 1G RT BOX 3 1/2 HUBS	12.00	0.00	12.00	4.99000	EA	59.88
7	**PAS3232TRWRLA** 3232-TRWRLA 15A 125V WR RCPT	12.00	0.00	12.00	2.60000	EA	31.20
7	Lines Total				**Sub Total** **Total Due**		**449.98** **449.98**

THANK YOU FOR YOUR BUSINESS

No merchandise may be returned without permission. Specialty ordered merchandise and cut wire are not returnable. All returned merchandise is subject to a handling charge. A service charge of 1.5% per month or 18% per annum of the unpaid balance will be added to past due accounts. All returned merchandise must be accompanied by our invoice number.

Sub Total	449.98
Total Due	449.98

DDA Xmass lights

INVOICE

STANDARD ELECTRIC COMPANY
Wittock Supply

Standard Electric Company
P.O. Box 5289
Saginaw, MI 48603-0289
(989) 497-2100
www.standardelectricco.com

Customer No.	Invoiced	Invoice #
812782	09/22/22	19105209-00
Ship Point		Via
STANDARD ELECTRIC - KINGSFORD		Will Call
Duns #	Reference	Page #
		1 of 1

Remit To: **Standard Electric Company**
P.O. Box 5289
SAGINAW, MI 48603-0289
(989) 497-2100

BILL TO:

13534 1 MB 0.515 E0192X I0333 D9694953973 S2 P9277523 0001:0002

CITY OF NORWAY
915 MAIN STREET
PO BOX 99
NORWAY MI 49870-0099

SHIP TO: 812782 - 00

CITY OF NORWAY
915 MAIN STREET
P O BOX 99
NORWAY, MI 49870-

Customer P/O	Given By	Job #	Taken By	Sales out
electric	**dan**	**00**	**bjc1**	**jdo1**

Instructions	Entered	Printed	Picked	Shipped	Terms
dan	**09/20/22**	**09/22/22**	**09/20/22**	**09/21/22**	**Net Terms**

Ln #	Product Description	Quantity Ordered	Quantity B.O.	Quantity Shipped	Unit Price	Price U/M	Amount (Net)
1	**THHN12BKS** WIRE THHN-12-BLACK-STRAN DED	500.00	0.00	500.00	191.64600	M	95.82
3	**THHN12WES** WIRE THHN-12-WHITE-STRAN DED	500.00	0.00	500.00	191.64600	M	95.82
2	Lines Total				**Sub Total** **Total Due**		**191.64** **191.64**

THANK YOU FOR YOUR BUSINESS

No merchandise may be returned without permission. Specialty ordered merchandise and cut wire are not returnable. All returned merchandise is subject to a handling charge. A service charge of 1.5% per month or 18% per annum of the unpaid balance will be added to past due accounts. All returned merchandise must be accompanied by our invoice number.

Sub Total	191.64
Total Due	191.64

DDA xmass lights

0001:0002

Vendor: STANDARD E STANDARD ELECTRIC COMPANY Check #: 00000011966 10/19/22

Date	Invoice	Description/Detail	Amount
09/22/2022	19105209-00	WIRE - CHRISTMAS LIGHTS	191.64
09/28/2022	19105711-00	CHRISTMAS LIGHT - RECPT/CONN/WIRE	449.98

Total: 641.62

Vendor: STANDARD E STANDARD ELECTRIC COMPANY Check #: 00000011966 10/19/22

Date	Invoice	Description/Detail	Amount
09/22/2022	19105209-00	WIRE - CHRISTMAS LIGHTS	191.64
09/28/2022	19105711-00	CHRISTMAS LIGHT - RECPT/CONN/WIRE	449.98

CITY OF NORWAY 02-92
DOWNTOWN DEVELOPMENT AUTHORITY
P O BOX 99
NORWAY, MI 49870

1966
74-770/911
01

10-19-22 Date

CHECK ARMOR

Pay to the Order of Standard Electric $ 641.62

Six hundred forty one dollars 62/100 Dollars

NORTHERN INTERSTATE BANK

Downtown Inv 19105711-00
Xmas Lighting Inv 19105209-00

⑆091107705⑆ ⑈00⑉065⑉5⑈ 1966

$641.62

Six Hundred Forty-One and 62/100 Dollars

STANDARD ELECTRIC COMPANY
2650 TRAUTNER DRIVE
P.O. BOX 5289

SAGINAW MI 48603-0289

DDA Bond - US Bank due 12-1-22

Invoice Date: 10/11/2022
Invoice Number: 2097780

Funds due on 12/1/2022

City of Norway, Michigan
915 Main Street
Norway, Michigan 49870

Contact	Phone	Fax	Email
Mary Pollard	(906)-563-9961	(906)-563-7502	citymanager@norwaymi.gov
Mary Pollard	(906)-563-9961	(906)-563-7502	citytreasurer@norwaymi.gov

Account Number: 0001413NS

CITY OF NORWAY DOWNTOWN DEVELOPMENT REFUNDING BOND (LIMITED TAX GENERAL OBLIGATION)

Invoice for Debt Service Payment on 12/1/2022

Cusip	Maturity Date	Accrual Start Date	Accrual End Date	No. of Days	Principal Balance	Interest Rate	Interest	Principal	Premium/ Discount
NC9911096	12/1/2022	6/1/2022	11/30/2022	180	$155,000.00	3.45%	$2,673.75	$155,000.00	
NC9911093	12/1/2023	6/1/2022	11/30/2022	180	$155,000.00	3.50%	$2,712.50	$0.00	
					$310,000.00		$5,386.25	$155,000.00	

Interest Due:	**$5,386.25**
Total Principal Due:	**$155,000.00**
Principal Deposit Due:	
Net Due:	**$160,386.25**

PAYMENT SUMMARY

Total Interest Due:	$5,386.25
Total Principal Due:	$155,000.00
TOTAL DUE 12/1/2022	$160,386.25

Notes

WIRING INSTRUCTIONS	
US Bank must receive funds prior to 10:30 A.M. CST to ensure DTCC receives funds prior to their same day settlement deadline of 2:00 P.M. CST. Any payments received by DTCC after the 2:00 P.M. deadline will be allocated the next day.	
ABA:	091000022
BBK:	U.S. BANK NA
A/C:	180120521620
BNF:	U.S. Bank Trust N.A.
OBI:	NORWAYDRBTAX

CHECK INSTRUCTIONS
If paying by check, please include a copy of this invoice and remit payment 5 business days prior to payment date.
U.S. BANK St. Paul CM-9705 P.O. BOX 70870 St Paul, Minnesota 55170

U.S. BANK CONTACTS

Prod Ops Troy Beaman **Email:** troy.beaman1@usbank.com **Phone:** 6514666131

usbank.

Vendor: US BANK U.S. This check will hold until Nov 16th Do this ahead of time in case there won't a November meeting due to deer season Thank You Lisa k #: 00000011968 11/16/22

Date	Invoice		Amount
10/11/2022	2097780		155,000.00
10/11/2022	2097780		5,386.25

Total: 160,386.25

Vendor: US BANK U.S. BANK ST. PAUL Check #: 00000011968 11/16/22

Date	Invoice	Description/Detail	Amount
10/11/2022	2097780	DDA STREETSCAPE BOND - PRINCIPLE	155,000.00
10/11/2022	2097780	DDA STREETSCAPE BOND - INTEREST	5,386.25

CITY OF NORWAY 02-92
DOWNTOWN DEVELOPMENT AUTHORITY
P.O BOX 99
NORWAY, MI 49870

1968
74-770/911
01

11-16-22
Date

CHECK ARMOR

Pay to the Order of U.S. Bank $ 160,386.25

One hundred Sixty Thousand three hundred Eighty Six 25/100 Dollars

Photo Safe Deposit® Details on back

NORTHERN INTERSTATE BANK

For Refunding Principle 155,000.00 Bond interest 5,386.25

⑆091107705⑆ ⑈00⑈065⑈5⑈ 1968

Total: 160,386.25

00000011968

Date: 11/16/22

$160,386.25

One Hundred Sixty Thousand Three Hundred Eighty-Six and 25/100 Dollars*********

U.S. BANK ST. PAUL
CM - 9705
P.O. BOX 70870

SAINT PAUL MN 55170

EMPLOYEE EARNINGS HISTORY REPORT FOR CITY OF NORWAY

From: 09/05/2022 To: 10/31/2022

Name:	HOOD, DEBORA K	Emp ID:	00131	Marital Status:	Single	Birth:	08/09/1955
Addr 1:	905 BROWN ST	Dept:	013	Fed. Exempt:	0	Hire:	02/08/2022
Addr 2:		S.S. #:	XXX - XX - XXXX	Fed. Extra:	0.00	Term:	03/01/2022
C-St-Zip:	NORWAY, MI 49870	Emp Status:	Active	State Exempt:	0	Emp Type:	Part-Time
Phone:		Gender:	Male	State Extra:	0.00		

Check Date	Check Number	Gross Pay	Regular Pay	Non-Cash Pay	OT Pay	Regular Hours	OT Hours	Supl. Hours	Fed. Tax	FICA	State Tax	Other Ded	Net Pay
09/29/2022	30713	112.50	112.50	0.00	0.00	7.50	0.00	0.00	0.00	8.61	4.78	0.00	99.11
10/13/2022	30751	142.50	142.50	0.00	0.00	9.50	0.00	0.00	0.00	10.90	6.06	0.00	125.54
Employee Totals:		255.00		0.00		17.00		0.00		19.51		0.00	
			255.00		0.00		0.00		0.00		10.84		224.65
Grand Totals:		255.00		0.00		17.00		0.00		19.51		0.00	
			255.00		0.00		0.00		0.00		10.84		224.65

	Last Name	First			
	HOOD	DEB	DDA - REC	9-11 to 9-17-23 9-18 to 9-24-23	

Work Description	Account Number	First Week SUN	MON	TUE	WED	THUR	FRI	SAT	1st Week Total	Second Week SUN	MON	TUE	WED	THUR	FRI	SAT	2nd Week Total	GRAND TOTAL
	DATE WORKED	9-11	9-12	9-13	9-14	9-15	9-16	9-17		9-18	9-19	9-20	9-21	9-22	9-23	9-24		
DDA	204-488-703.000					11 - 11:30	11:00 12:00		1½			10:00 12:00	9:00 11:00	9:00 11:00			6	7½
						½	1											
Recreation Dept	101-751-703.000																	
TOTAL HOURS							.50	1	1.5			2		2	2		6	7.50

Employee Signature Debora Hood

Supervisor Signature

7½

Last Name	First		
HOOD	DEB	DDA - REC	Sept-25-22 to 10-1-22 Oct 2-22 to Oct 8-2022

Work Description	Account Number	First Week SUN	MON	TUE	WED	THUR	FRI	SAT	1st Week Total	Second Week SUN	MON	TUE	WED	THUR	FRI	SAT	2nd Week Total	GRAND TOTAL
	DATE WORKED	9-25	9-26	9-27	9-28	9-29	9-30	10-1		10-2	10-3	10-4	10-5	10-6	10-7	10-8		
DDA	204-488-703.000	11:30 12:30 1	–	–	–	–	8:30 12:30 4	–	5			10:00 2:30 4.5					4.5	9.5
Recreation Dept	101-751-703.000																	
TOTAL HOURS		1					4		5			4.5					4.5	9.5

Employee Signature Debora Hood

Supervisor Signature

9½

D.D.A. Director

I hereby Resign from my employment by the DDA of the City of Norway.

I plan to continue to Volunteer my time on many projects around the City, We can discuss these when ever you wish.

Sincerly

Terrence G. Spence

10-17-22

Pay for October : Last check

— No more check A