



**DETROIT BROWNFIELD REDEVELOPMENT AUTHORITY
BUDGET COMMITTEE MEETING
WEDNESDAY, JUNE 12, 2024
4:00 PM**

COMMITTEE MEMBERS PRESENT: Pamela McClain
Eric Dueweke

COMMITTEE MEMBERS ABSENT: Juan Gonzalez

OTHERS PRESENT: John George (DBRA Board Member)
Maggie DeSantis (DBRA Board Member)
Sonya Mays (DBRA Board Member)
John George (DBRA Board Member)
Jennifer Kanalos (DEGC/DBRA)
Cora Capler (DEGC/DBRA)
Brian Vosburg (DEGC/DBRA)
Sierra Spencer (DEGC/DBRA)
Glen Long, Jr. (DEGC/DBRA)
Rebecca Navin (DEGC/DBRA)
Nasri Sobh (DEGC/DBRA)

CALL TO ORDER

Treasurer, Eric Dueweke called the meeting to order at 4:00 PM.

GENERAL

Approval of Minutes:

Mr. Dueweke called for a motion accepting the minutes of the May 24, 2023 DBRA Budget Committee Meeting, as presented. The Committee took the following action:

Ms. McClain made a motion accepting the minutes of the May 24, 2023 DBRA Budget Committee Meeting, as presented. Mr. Dueweke seconded the motion.

The minutes of the May 24, 2023 DBRA Budget Committee Meeting were unanimously accepted.

Amended DBRA Budget

Ms. Kanalos presented the proposed DBRA Budget for FY 2024-2025.

On the revenue side:

Budget Line Item	FY 2024-25 Amount	Change from FY 2023-24
Brownfield Application/Administrative Fees	\$1,500,000	+\$450,000
Special Projects	\$1,200,000	(\$300,000)
Interest/Other Income	\$800,000	+\$525,000
Total Revenue	\$3,500,000	+\$675,000

On the expenses side:

Budget Line Item	FY 2024-25 Amount	Change from FY 2023-24
Contractual Services to the Detroit Economic Growth Corporation	\$960,000	+\$120,000
Legal expense	\$325,000	+\$25,000
Audit	\$10,000	NA
Insurance	\$100,000	+\$10,000
Workshops/Promotion	\$50,000	+\$25,000
Contractors	\$100,000	+\$50,000
Special Projects	\$1,930,000	+\$430,000
Other Expenses	\$25,000	+\$15,000
Total Expenses	\$3,500,000	+\$675,000

The DBRA staff was seeking the Board's approval of the FY 2024-25 budget (Exhibit A) and requested that the Budget Committee recommend approval of the FY 2024-25 budget to the DBRA Board.

Ms. McClain asked why there is an increase in the Brownfield Application/Administrative Fees for FY 2024-25. Ms. Kanalos stated that the statutory cap on the amount of Administrative Fees that the DBRA can capture has been increased. Ms. Kanalos stated that there is an anticipated increase in the amount of Application Fees for FY 2024-25 due to an expected increase in the number of projects.

Mr. Dueweke asked for more information on the Special Projects line item on the Budget. Mr. Long stated that the Special Projects line item covers the additional work that the DBRA may be asked to take on by the City Administration and on the Expense side of the Budget it has functioned as a miscellaneous amount of funds that if not expended, will be added to the fund balance of the DBRA.

Ms. McClain asked for more information on the Workshops/Promotion line item on the Budget. Mr. Long stated that the Workshops/Promotion line item on the Budget covers the costs of DBRA Staff, Board Members, and CAC Members attendance of brownfield and related conferences that may occur during the year.

Citing no further discussion, Mr. Dueweke called for a motion recommending approval of the proposed DBRA FY 2024-25 Budget to the DBRA Board.

Ms. McClain made a motion recommending support for the proposed DBRA Budget for FY 2024-25, as presented. Mr. Dueweke seconded the motion.

The Committee Members unanimously recommended approval of the proposed DBRA Budget for FY 2024-25, as presented.

PUBLIC COMMENT

None.

ADJOURNMENT

Citing no further business, Ms. McClain made a motion to adjourn the meeting. The meeting was adjourned at 4:10 PM.