

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
Lexington Village Theater, 7318 Huron Ave., Lexington, MI
May 12, 2021**

CALL TO ORDER: Chairperson Yankee called the meeting to order at 5:30 pm.

Yankee welcomed Douglas Drouillard, the newly appointed member of the DDA.

ROLL CALL: by Jackie Huepenbecker

PRESENT: Adams, Bender, Bales, Drouillard, Stencel, VanDyke, Westbrook, Yankee

ABSENT: Blaesing, Kaatz

OTHERS PRESENT: Carmine Avantini (CIB Planning), Tatman, McCoy, Huepenbecker

APPROVAL OF AGENDA:

Yankee mentioned that they have an updated list of grant requests, plus an additional one that was received that afternoon.

MOTION by VanDyke, seconded by Bender to approve the agenda as presented.

All Ayes

Motion carried.

APPROVAL OF MINUTE

MOTION by Adams, seconded by Bales to approve the 4-14-21 minutes as presented.

All Ayes

Motion carried.

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION:

Yankee reminded members that Shelly McCoy was there to answer questions regarding the financial information. None were asked.

MOTION by Bales, seconded by Adams to approve the financials as presented.

Roll Call

Ayes – Bales, Adams, Bender, Drouillard, Stencel, VanDyke, Westbrook, Yankee

Nays – None

Motion carried.

UNFINISHED BUSINESS:

- 1. Update the DDA Plan** – Carmine (CIB Planning) gave an overview of the Draft DDA Plan. He said there are two major parts: Development plan (purpose, what you plan to do) and Taxing Finance Plan. He explained the purposed expansion of the DDA district to include areas both north and south of the current DDA district. He discussed the tax increment procedure (page 16 of Plan) and the chart of Projected Revenue by Taxing Jurisdiction (Table 3 on page 18 of the Plan) The taxes the DDA would capture would only be on increases in the property taxes.

Carmine suggested the other jurisdictions be contacted to make sure they do have a problem with the expanded boundaries. Most counties do not object to the expansion of the DDA district because they like to see improvements in their cities and towns, and he suggested they be contacted to ensure their support. He said to emphasize the positive benefits of the plan.

Carmine responded to questions.

Q: Is DDA money only to be used within the DDA district?

A: Attorneys give a variety of responses, but the rule of thumb is to stick within the DDA district. An exception is when there is only one entrance to the DDA district and there is a problem with infrastructure.

Q: If a property owner does not want to be in the DDA district, can they opt out?

A: He does not see a reason why they would, but they could bring their reason to the DDA.

Q: Can the DDA lease or buy space for purposes like a Welcome Center?

A: Yes.

Q: How will the Village's General Fund be affected?

A: Adding more properties to the DDA district will not affect the general fund's current tax revenues; they continue collecting the same amount but forego the increased value for the life of the plan. However, potentially there could be projects that the general fund could not afford, but if it fits into the DDA plan, the DDA could help pay for it. Also, improvements in the DDA district often encourage projects just outside the district.

Q: Can DDA funds be used for Village-owned properties in the DDA district, such as parks?

A: Yes. DDA funds can also pay for promotion and extra police protection during events. There is a great deal of flexibility.

Motion by Adams, seconded by VanDyke to present to the County the proposed DDA boundary lines as they are drawn up on the map that has been presented.

Roll Call

Ayes – Adams, VanDyke, Bales, Bender, Drouillard, Stencel, Westbrook, Yankee

Nays – None

Motion carried.

NEW BUSINESS:

- 1. Approve Budget Amendments** – Tatman explained that since it is near the end of the fiscal year, she and McCoy suggested several budget amendments to get it in line with what has been received and spent. Depending on the grants, it may need to be amended at the next meeting.

MOTION by Bales, seconded by VanDyke to approve the budget amendments as presented.

Roll Call

Ayes – Bales, VanDyke, Adams, Bender, Drouillard, Stencel, Westbrook, Yankee

Nays – None

Motion carried.

- 2. Local Business Grants** –

Yankee said each request will need a separate vote, and each must meet our zoning ordinance and have the necessary permits. Tatman added that project applications that have anything to do with the outside facades will be contingent upon meeting the zoning ordinance and the land use permit will need to be approved by the zoning administrator.

VanDyke commented that when reviewing the budget, they noted how little was spent due to COVID, so for the second year, they decided to put some of the funds back to the community by giving businesses in the DDA access through grants. Last year it was more for PPE, plexiglass windows, and start-up. This year, they were loose on restrictions, and probably this is the last year they would do this because things are getting back to normal.

Drouillard asked about the DDA grant line item. Yankee answered that for many years, the DDA awarded façade grants. However, due to COVID, not many businesses were changing their facades so the DDA decided to provide grants to help businesses.

Moved by VanDyke, supported by Westbrook to award the Moore Library its request for \$1,127.99.

Roll Call

Ayes – VanDyke, Westbrook, Adams, Bales, Bender, Drouillard, Stencel, Yankee

Nays – None

Motion carried.

Moved by VanDyke, supported by Westbrook to award Weekends its request for \$2,000.

Roll Call

Ayes – VanDyke, Westbrook, Adams, Bales, Bender, Drouillard, Stencel, Yankee

Nays – None

Motion carried.

Moved by VanDyke, supported by Bender to award the Light House Creamery's request for \$8,100.

Roll Call

Ayes – VanDyke, Bender, Adams, Bales, Drouillard, Westbrook Yankee

Abstained – Stencel

Nays – None

Motion carried.

Moved by VanDyke, supported by Bales to award Gunner Productions its request for \$8,800.

Roll Call

Ayes – VanDyke, Bales, Adams, Bender, Drouillard, Stencel, Yankee

Abstained – Westbrook

Nays – None

Motion carried.

Moved by VanDyke, supported by Bales to award Foley's its request for \$10,000.

Roll Call

Ayes – VanDyke, Bales, Adams, Bender, Drouillard, Stencel, Westbrook, Yankee

Nays – None

Motion carried.

Moved by VanDyke, supported by Bales to approve Wimpy's request from Wimpy's for \$3,710.

Roll Call

Ayes – VanDyke, Bales, Adams, Bender, Drouillard, Stencel, Westbrook, Yankee

Nays – None

Motion carried.

Bender reaffirmed that all these projects are contingent upon meeting the zoning ordinance and must be approved by the zoning administrator. Tatman suggested that if it does not, they could work with the owner for a project that could be approved. She Tatman explained that before a check is cut if it involves a change to the building or sign, a land use or sign permit must be approved by the zoning administrator and the proper permits must be obtained.

3. Garbage Can Proposal

Moved by VanDyke, supported by Adams for the DPW to purchase six Commercial Steel Waste Receptacles with the Rain Bonnet Lid for a total cost of \$2,693.10, plus shipping.

Roll Call

Ayes – VanDyke, Adams, Bales, Bender, Drouillard, Stencel, Westbrook, Yankee

Nays – None

Motion carried.

CORRESPONDENCE – None

PUBLIC COMMENT – Peter Muoio commented that based on the DDA Plan he hopes that Parks and Recreation will have the opportunity to access some of the funds.

Kathy DeCoster commented that on the DDA Plan, both Union and Vulcan are listed as western boundaries and they run parallel. She questioned why on Dennison St., the church is included in the expanded DDA district and said she did not understand why agri-tourism is included in the plan.

ADJOURNMENT:

MOTION by Adams, seconded by Bender to adjourn the meeting at 6:38 pm.

All Ayes

Motion carried.

Jackie Huepenbecker, acting secretary

May 12, 2021