

**NOTIFICATION OF MEETING
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING**

DATE OF MEETING: Wednesday, December 14, 2022
TIME OF MEETING: 5:30 PM

MISSION STATEMENT

To take the Village of Lexington's history into the future through preservation, restoration and promotion

CALL TO ORDER:

ROLL CALL: Adams, Bender, Bales, Blaesing, Kaatz, VanDyke, Westbrook, Drouillard, McGovern

APPROVAL OF AGENDA

APPROVAL OF MINUTES – Motion to approve the November 9, 2022 minutes as presented.

PUBLIC COMMENT –

REVIEW OF FINANCIAL INFORMATION

UNFINISHED BUSINESS:

1. **TIF/Boundary Expansion Update** – Yankee
2. **CIB Invoice** - VanDyke
3. **Zysk Façade Grant** – McGovern
4. **Croswell Greenhouse Pots Invoice** – Bender

NEW BUSINESS:

1. **Christmas Décor for 2023** - McGovern
2. **Light Pole Flowerpots** – McGovern
- 3.
- 4.

CORRESPONDENCE

PUBLIC COMMENT

ADJOURNMENT

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
November 9, 2022 @ 5:30 p.m.**

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

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bender, Bales, VanDyke, Westbrook, Drouillard, Mc Govern, Yankee

ABSENT: Blaesing, Kaatz

OTHERS PRESENT: A. Sutton, S. McCoy, K. DeCoster, J. Huepenbecker, D. Picot, (5) Citizens

APPROVAL OF AGENDA:

MOTION by McGovern, seconded by Bender, to approve the agenda as amended adding #4 CIB Planning Invoice under Unfinished Business and #5 CEDAM Fellowship Grant under New Business.

All Ayes

Motion Carried

APPROVAL OF MINUTES

MOTION by McGovern, seconded by Adams, to approve the October 12, 2022 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION: -

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

Roll Call:

Ayes: VanDyke, Bender, Bales, Westbrook, Drouillard, Adams, McGovern, Yankee

Nays: None

Motion Carried

UNFINISHED BUSINESS:

- 1. KLA Invoice Remote Monitoring** – Yankee explained we sent this back last month to get more information on this invoice. Drouillard noted they have been extremely responsible with the remote monitoring.

MOTION by VanDyke, seconded by Drouillard, to approve the KLA Invoice for remote monitoring in the amount of \$780.00 from November 2022 – November 2023.

Roll Call:

Ayes: VanDyke, Drouillard, McGovern, Adams, Westbrook, Bender, Bales, Yankee

Nays: None

Motion carried

- 2. Agri-Valley Internet Access** – Yankee explained we tabled this from last month due to getting more information from Drouillard. Drouillard explained this is expensive for the service we are receiving. The public Wi-Fi does not work well in the downtown area due to not having routers installed. VanDyke explained the DDA does not need Wi-Fi to run the speakers. VanDyke suggested not renewing a contract with Agri Valley and notifying the township the DDA intends to cancel the service with Agri Valley. The township has currently been reimbursing the DDA for the Agri Valley service coming into Village and Township Hall. VanDyke suggested looking into other options for public Wi-Fi. Discussion followed.

MOTION by VanDyke, seconded by Adams, to notify Agri Valley that we are going to cancel service in 30 days to give the township enough time to pick up the contact or make other arrangements as well as notifying the township
Discussion: Drouillard suggested going until the end of the year due to the holidays and giving the township more time to change over.

AMENDED MOTION by VanDyke, seconded by Adams, to notify Agri Valley that we are going to cancel service on December 31, 2022 and to notify the township.

Roll Call:

Ayes: VanDyke, Adams, McGovern, Yankee, Bales, Bender, Westbrook, Drouillard

Nays: None

Motion carried

3. TIF/Boundary Expansion Update – Sutton explains she met with the county administrator. After the meeting, the taxing jurisdictions were better informed. The library met today and tabled it until their next meeting.

4. CIB Invoice – Yankee explained we had a do not exceed amount of \$4,300.00 to CIB Planning. We have currently spent \$3,382.80. We have a pending invoice in the amount of \$907.50. Discussion followed on asking for a discount on this invoice due to errors that were made. VanDyke suggested looking into this invoice further.

MOTION by Adams, seconded by Bender, to table this invoice until we get further information.

All Ayes

Motion carried

NEW BUSINESS:

1. Christmas Bows – Yankee explained we need to purchase new bows for the wreaths. Discussion followed.

MOTION by VanDyke, seconded by Drouillard, to purchase Christmas Bows not to exceed \$500.00.

Roll Call:

Ayes: VanDyke, Drouillard, Westbrook, Bender, Bales, McGovern, Adams, Yankee

Nays: None

Motion carried

2. Halloween Parade – Yankee extended a thank you to businesses and community members for participating in this event. The kids enjoyed it. Next year we need to look at having a stand in for DDA. Bender suggested we need to look into fall decorations next year if the LBA doesn't do the scarecrow contest.

3. Board Member Terms – Yankee explained we have 3 members terms that are up this year. Bender and Blaesing expressed they would like to be reappointed to DDA. Yankee does not want to be reappointed to the DDA Board and would like to step down. The Board thanked Yankee for all she has done for the DDA Board.

4. Election of Officers – Yankee explained we need to vote on officers as the 2-year terms are up this year. Yankee explained historically we have not had a secretary as Vicki Scott has done it.

MOTION by Yankee, seconded by Bender, to nominate Stacy Bales as Treasurer.

Roll Call:

Ayes: Yankee, Bender, Westbrook, Drouillard, Adams, McGovern, VanDyke, Bales

Nays: None

Motion carried

MOTION by Bales, seconded by McGovern, to nominate James VanDyke as Vice Chairperson.

Roll Call:

Ayes: Bales, McGovern, Yankee, Bender, Westbrook, Drouillard, Adams

Nays: None

Abstain: VanDyke

Motion carried

MOTION by Yankee, seconded by Drouillard, to nominate Mike McGovern as Chairperson.

Roll Call:

Ayes: Yankee, Drouillard, Westbrook, Bender, Bales, Adams, VanDyke, McGovern

Nays: None

Motion carried

5. **CEDAM Fellowship Grant** – Picot presented a power point presentation on the CEDAM program. MEDC offered the invitation to apply for this fellowship opportunity. The 15-month fellowship program has an individual live here and lasts through August 2024. Picot explained the many opportunities this could provide for the Village. Having this individual focus on goals and special projects is extremely beneficial. The deadline to apply for this application is December 7, 2022. The fee to participate in this program is \$10,000.00. Picot explained a few sample projects this person could be responsible for as well as the possible grant opportunities they could help with. Picot asked the DDA Board if they would sponsor the \$10,000.00 fee for this program. Discussion followed.

MOTION by Drouillard, seconded by VanDyke, to form a subcommittee to pursue the CEDAM Fellowship Program with Mike McGovern and James VanDyke.

Discussion:

AMENDED MOTION by Drouillard, seconded by VanDyke, to form a subcommittee to pursue an application to the CEDAM Fellowship Program with the authority to come up with a proposal for the application and to submit the application to the program.

Discussion:

Roll Call:

Ayes: Drouillard, VanDyke, McGovern, Yankee

Nays: Westbrook, Bender, Bales, Adams

Motion failed

CORRESPONDENCE: None

PUBLIC COMMENT: None

ADJOURNMENT:

MOTION by Bender, seconded by Bales to adjourn the meeting at 6:58 pm.

All Ayes

Motion carried.

Respectfully submitted,

Vicki Scott

November 9, 2022

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000-002.000	EASTERN MICHIGAN BANK	338,774.18
248-000-040.000	ACCOUNTS RECEIVABLE	120.00
248-000-084.830	DUE FROM LEX TOWNSHIP	0.00
248-000-123.000	PREPAID EXPENSES	0.00
Total Assets		338,894.18
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	0.00
248-000-258.000	ACCRUED WAGES	0.00
Total Liabilities		0.00
*** Fund Balance ***		
248-000-390.000	FUND BALANCE ACCOUNT	213,775.77
Total Fund Balance		213,775.77
Beginning Fund Balance - 21-22		213,775.77
Net of Revenues VS Expenditures - 21-22		47,106.19
*21-22 End FB/22-23 Beg FB		260,881.96
Net of Revenues VS Expenditures - Current Year		78,012.22
Ending Fund Balance		338,894.18
Total Liabilities And Fund Balance		338,894.18

* Year Not Closed

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2022-23	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE	% BDGT USED
			NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000							
248-000-401.500	DDA TAXES FROM VILLAGE	85,600.00		95,400.36	0.00	(9,800.36)	111.45
248-000-401.600	DDA TAXES FROM TOWNSHIP	76,000.00		32,563.95	445.14	43,436.05	42.85
248-000-665.000	INTEREST EARNED	0.00		0.00	0.00	0.00	0.00
248-000-671.500	MISC ACCT OF REVENUE	0.00		0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER IN FROM GENERAL FUND FOR CAPITA	0.00		0.00	0.00	0.00	0.00
248-000-699.248	TRANSFER IN OPEN ACCOUNT	0.00		0.00	0.00	0.00	0.00
Total Dept 000		161,600.00		127,964.31	445.14	33,635.69	79.19
Dept 248 - ****DDA EXPENSES****							
248-248-667.500	INTERNET REVENUE	0.00		480.00	120.00	(480.00)	100.00
Total Dept 248 - ****DDA EXPENSES****		0.00		480.00	120.00	(480.00)	100.00
TOTAL REVENUES							
		161,600.00		128,444.31	565.14	33,155.69	79.48
Expenditures							
Dept 248 - ****DDA EXPENSES****							
248-248-699.940	ADMINISTRATIVE REIMBURSEMENT	9,755.00		4,064.70	812.94	5,690.30	41.67
248-248-703.600	DPW WAGES	30,245.00		12,871.65	1,984.71	17,373.35	42.56
248-248-703.650	DPW-WATER WAGES OVERTIME	0.00		586.39	18.09	(586.39)	100.00
248-248-704.100	MATCH - SOCIAL SECURITY	2,150.00		1,029.40	153.21	1,120.60	47.88
248-248-704.200	BLUE CROSS	0.00		3,637.29	505.62	(3,637.29)	100.00
248-248-704.300	LIFE INSURANCE	260.00		44.16	14.72	215.84	16.98
248-248-704.400	PENSION	5,320.00		1,367.17	502.12	3,952.83	25.70
248-248-704.401	AXA EQUITABLE MATCH	3,000.00		406.33	77.76	2,593.67	13.54
248-248-704.500	MICH EMP SEC COM	100.00		163.76	0.00	(63.76)	163.76
248-248-728.000	COMPUTER-HARDWARE-SOFTWARE	0.00		0.00	0.00	0.00	0.00
248-248-740.700	SUPPLIES	500.00		1,444.80	90.35	(944.80)	288.96
248-248-745.000	DPW EQUIPMENT	10,070.00		9,088.74	626.87	90.26	90.26
248-248-802.500	CHRISTMAS SUPPLY	12,000.00		425.60	137.38	11,574.40	3.55
248-248-803.000	EDUCATION AND TRAINING	1,000.00		0.00	0.00	1,000.00	0.00
248-248-803.100	PHONE/INTERNET EXPENSE	10,000.00		4,375.00	625.00	5,625.00	43.75
248-248-805.000	MUSIC	1,500.00		323.40	0.00	1,176.60	21.56
248-248-810.000	ADVERT/PUBLICATIONS	15,000.00		5,267.20	0.00	9,732.80	35.11
248-248-811.000	MEMBERSHIP/DUES	0.00		0.00	0.00	0.00	0.00
248-248-812.000	LEGAL	500.00		0.00	0.00	500.00	0.00
248-248-815.000	MIFRAGE	0.00		0.00	0.00	0.00	0.00
248-248-820.000	AUDIT	0.00		0.00	0.00	0.00	0.00
248-248-820.000	CONTRACTED SERVICES	10,000.00		1,500.00	830.00	8,500.00	15.00
248-248-821.100	DDA SERVICE PROVIDED BY VILLAGE	0.00		0.00	0.00	0.00	0.00
248-248-840.000	LANDSCAPING MAINTENANCE	10,000.00		60.00	0.00	9,940.00	0.60
248-248-955.000	DDA GRANT	30,000.00		3,776.50	0.00	26,223.50	12.59
248-248-969.000	MISCELLANEOUS	0.00		0.00	0.00	0.00	0.00
248-248-969.200	DONATION	7,500.00		0.00	0.00	7,500.00	0.00
248-248-971.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 248 - ****DDA EXPENSES****		158,900.00		50,432.09	6,378.77	108,467.91	31.74
TOTAL EXPENDITURES							
		158,900.00		50,432.09	6,378.77	108,467.91	31.74

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
	TOTAL REVENUES	161,600.00		128,444.31	565.14	33,155.69	79.48
	TOTAL EXPENDITURES	158,900.00		50,432.09	6,378.77	108,467.91	31.74
	NET OF REVENUES & EXPENDITURES	2,700.00		78,012.22	(5,813.63)	(75,312.22)	2,889.34

User: SHELLY

DB: Village Of Lexington

TRANSACTIONS FROM 11/01/2022 TO 11/30/2022

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
11/01/2022			248-248-699.940 ADMINISTRATIVE REIMBURSEMENT		BEG. BALANCE		3,251.76
11/30/2022	GJ	JE	ADMIN. REIMBURSEMENT NOV 2022	2471	812.94		4,064.70
11/30/2022			248-248-699.940	END BALANCE	812.94	0.00	4,064.70
248-248-703.600 DPW WAGES							
11/01/2022					BEG. BALANCE		10,886.94
11/02/2022	PR	CHK	SUMMARY PR 11/02/2022		182.82		11,069.76
11/09/2022	PR	CHK	SUMMARY PR 11/09/2022		149.76		11,219.52
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		140.05		11,359.57
11/23/2022	PR	CHK	SUMMARY PR 11/23/2022		1,109.43		12,469.00
11/30/2022	PR	CHK	SUMMARY PR 11/30/2022		402.65		12,871.65
11/30/2022			248-248-703.600	END BALANCE	1,984.71	0.00	12,871.65
248-248-703.650 DPW-WATER WAGES OVERTIME							
11/01/2022					BEG. BALANCE		568.30
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		18.09		586.39
11/30/2022			248-248-703.650	END BALANCE	18.09	0.00	586.39
248-248-704.100 MATCH - SOCIAL SECURITY							
11/01/2022					BEG. BALANCE		876.19
11/02/2022	PR	CHK	SUMMARY PR 11/02/2022		13.99		890.18
11/09/2022	PR	CHK	SUMMARY PR 11/09/2022		11.46		901.64
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		12.10		913.74
11/23/2022	PR	CHK	SUMMARY PR 11/23/2022		84.86		998.60
11/30/2022	PR	CHK	SUMMARY PR 11/30/2022		30.80		1,029.40
11/30/2022			248-248-704.100	END BALANCE	153.21	0.00	1,029.40
248-248-704.200 BLUE CROSS							
11/01/2022					BEG. BALANCE		3,131.67
11/02/2022	PR	CHK	SUMMARY PR 11/02/2022		60.01		3,191.68
11/09/2022	PR	CHK	SUMMARY PR 11/09/2022		48.76		3,240.44
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		48.67		3,289.11
11/23/2022	PR	CHK	SUMMARY PR 11/23/2022		348.18		3,637.29
11/30/2022			248-248-704.200	END BALANCE	505.62	0.00	3,637.29
248-248-704.300 LIFE INSURANCE							
11/01/2022					BEG. BALANCE		29.44
11/07/2022	AP	INV	LIFE INSURANCE	211969548802	14.72		44.16
11/30/2022			248-248-704.300	END BALANCE	14.72	0.00	44.16
248-248-704.400 PENSION							
11/01/2022					BEG. BALANCE		865.05
11/02/2022	PR	CHK	SUMMARY PR 11/02/2022		27.91		892.96
11/09/2022	PR	CHK	SUMMARY PR 11/09/2022		37.21		930.17
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		64.90		995.07
11/23/2022	PR	CHK	SUMMARY PR 11/23/2022		372.10		1,367.17
11/30/2022			248-248-704.400	END BALANCE	502.12	0.00	1,367.17
248-248-704.401 AXA EQUITABLE MATCH							
11/01/2022					BEG. BALANCE		328.57
11/02/2022	PR	CHK	SUMMARY PR 11/02/2022		7.33		335.90
11/09/2022	PR	CHK	SUMMARY PR 11/09/2022		5.08		340.98
11/16/2022	PR	CHK	SUMMARY PR 11/16/2022		4.29		345.27
11/23/2022	PR	CHK	SUMMARY PR 11/23/2022		42.44		387.71
11/30/2022	PR	CHK	SUMMARY PR 11/30/2022		18.62		406.33
11/30/2022			248-248-704.401	END BALANCE	77.76	0.00	406.33
248-248-704.500 MICH EMP SEC COM							
11/01/2022					BEG. BALANCE		163.76
11/30/2022			248-248-704.500	END BALANCE	0.00	0.00	163.76
248-248-740.000 SUPPLIES							
11/01/2022					BEG. BALANCE		1,354.45
11/09/2022	AP	INV	MULTI FUNDS MULTI PURPOSE	2472 DUE 11/22/2	7.85		1,362.30
11/17/2022	AP	INV	TRASH BAGS PARKS AND DDA	5592	82.50		1,444.80
11/30/2022			248-248-740.000	END BALANCE	90.35	0.00	1,444.80
248-248-740.700 DPW EQUIPMENT							
11/01/2022					BEG. BALANCE		8,461.87
11/30/2022	GJ	JE	DPW EQUIPMENT REIMBURSEMENTNOV 2022	2473	626.87		9,088.74
11/30/2022			248-248-740.700	END BALANCE	626.87	0.00	9,088.74
248-248-745.000 CHRISTMAS SUPPLY							
11/01/2022					BEG. BALANCE		288.22
11/17/2022	AP	INV	DDA BOWS 2022	DDA BOWS 2022	137.38		425.60
11/30/2022			248-248-745.000	END BALANCE	137.38	0.00	425.60
248-248-803.000 PHONE/INTERNET EXPENSE							
11/01/2022					BEG. BALANCE		3,750.00
11/17/2022	AP	INV	INTERNET DDA	10020174-8 DDA 11	625.00		4,375.00
11/30/2022			248-248-803.000	END BALANCE	625.00	0.00	4,375.00
248-248-803.100 MUSIC							
11/01/2022					BEG. BALANCE		323.40
11/30/2022			248-248-803.100	END BALANCE	0.00	0.00	323.40
248-248-805.000 ADVERT/PUBLICATIONS							
11/01/2022					BEG. BALANCE		5,267.20
11/30/2022			248-248-805.000	END BALANCE	0.00	0.00	5,267.20
248-248-820.000 CONTRACTED SERVICES							
11/01/2022					BEG. BALANCE		670.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			248-248-820.000 CONTRACTED SERVICES				
							(Continued)
11/17/2022	AP	INV	DDA MINUTES 11-9-22	DDA 11-9-22	50.00		720.00
11/30/2022	AP	INV	REMOTE SYSTEM MONITORING	1763	780.00		1,500.00
11/30/2022			248-248-820.000	END BALANCE	830.00	0.00	1,500.00
11/01/2022			248-248-840.000 LANDSCAPING MAINTENANCE				
							BEG. BALANCE
11/30/2022			248-248-840.000	END BALANCE	0.00	0.00	60.00
11/01/2022			248-248-955.000 DDA GRANT				
							BEG. BALANCE
11/30/2022			248-248-955.000	END BALANCE	0.00	0.00	3,776.50
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					6,378.77		50,432.09

Annual Report on Status of Tax Increment Financing Plan

Send completed form to: Treas-StateSharePropTaxes@michigan.gov	Enter Municipality Name in this cell	TIF Plan Name	For Fiscal Years ending in
Issued pursuant to 2018 PA 57, MCL 125.4911 Filing is required within 180 days of end of authority's fiscal year ending in 2022. MCL 125.4911(2)		1	2022
Year AUTHORITY (not TIF plan) was created:		1986	
Year TIF plan was created or last amended to extend its duration:		1986	
Current TIF plan scheduled expiration date:		N/A	
Did TIF plan expire in FY22?		NO	
Year of first tax increment revenue capture:		1986	
Does the authority capture taxes from local or intermediate school districts, or capture the state education tax? Yes or no?		NO	
If yes, authorization for capturing school tax:			
Year school tax capture is scheduled to expire:		NO	

Revenue:	Tax Increment Revenue	\$ 161,339
	Property taxes - from DDA millage only	\$ -
	Interest	\$ -
	State reimbursement for PPT loss (Forms 5176 and 4650)	\$ -
	Other income (grants, fees, donations, etc.)	\$ 1,320
	Total	\$ 162,659

Tax Increment Revenues Received	Revenue Captured	Millage Rate Captured
From counties	\$ 66,033	8.3482
From cities	\$ -	
From townships	\$ 4,969	0.6246
From villages	\$ 85,603	10.8216
From libraries (if levied separately)	\$ 4,734	0.5986
From community colleges	\$ -	
From regional authorities (type name in next cell)	\$ -	
From regional authorities (type name in next cell)	\$ -	
From regional authorities (type name in next cell)	\$ -	
From local school districts-operating	\$ -	
From local school districts-debt	\$ -	
From intermediate school districts	\$ -	
From State Education Tax (SET)	\$ -	
From state share of IFT and other specific taxes (school taxes)	\$ -	
Total	\$ 161,339	

Expenditures	CHRISTMAS SUPPLY	\$ 10,558
	WAGE + EXPENSE	\$ 405
	ADVERTISING	\$ 15,000
	LEGAL	\$ 35
	CONTRACTED SERVICE	\$ 9,333
	LANDSCAPING MAINTENANCE	\$ 12,489
	DDA GRANT	\$ 21,100
	PHONE/INTERNET	\$ 10,989
	SUPPLY	\$ 1,344
		\$ -
		\$ -
Transfers to other municipal fund (list fund name)		\$ -
Transfers to other municipal fund (list fund name)		\$ -
	Transfers to General Fund	\$ 37,785
	Total	\$ 119,018

Total outstanding non-bonded indebtedness	Principal	\$ -
	Interest	\$ -
Total outstanding bonded indebtedness	Principal	\$ -
	Interest	\$ -
	Total	\$ -

Bond Reserve Fund Balance		\$ -
Unencumbered Fund Balance		\$ -
Encumbered Fund Balance		\$ -

PROPERTY CATEGORY	Current Taxable Value	Initial (base year) Assessed Value	Captured Value	Overall Tax rates captured by TIF plan	
				↓	TIF Revenue
Ad valorem PRE Real	\$ 1,378,127	\$ 1,692,150	\$ (314,023)	0.0000000	\$0.00
Ad valorem non-PRE Real	\$ 6,532,368	\$ -	\$ 6,532,368	20.3930000	\$133,214.58
Ad valorem industrial personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem commercial personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem utility personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem other personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 0% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 50% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 100% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property on industrial class land	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property on commercial class land	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property, all other	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Facility Tax New Facility	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT Replacement Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Facility Tax Restored Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Neighborhood Enterprise Zone Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Obsolete Property Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Eligible Tax Reverted Property (Land Bank Sale)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Exempt (from all property tax) Real Property	\$ -	\$ -	\$ -	0.0000000	\$0.00
Total Captured Value	\$ 1,692,150	\$ -	\$ 6,218,345	Total TIF Revenue	\$133,214.68



17195 Silver Parkway, #309
Fenton, MI 48430

BILL TO

Village of Lexington DDA
7227 Huron Avenue
Lexington, MI 48450
Attention: Ms. Keri Yankee, Chariperson

INVOICE DETAIL SHEET

DATE	INVOICE #
8/15/22	016-2022A07

Project
DDA Plan Adoption

Services	Planner	Task	Hours	Rate	Amount
----------	---------	------	-------	------	--------

The following provides detailed accounting of work reflected on the invoice

Work Description-Consulting Services

C. Avantini		Misc. adoption coord., DDA Update letters to Council & jurisdictions	2.75	\$ 150.00	\$ 412.50
E. Younger		Adoption coordination including notices, schedule prep., & edits	3.75	\$ 132.00	\$ 495.00

Special Projects Subtotal \$ 907.50

Reimbursable Expenses

No Activity

Reimbursables Subtotal \$ -

Total \$ 907.50

Zysk Façade Grant Documentation

SUMMARY

July 2022

Grant approved: amount $\frac{1}{2}$ of \$13,752.84 = \$6,876.42

October 2022

Phase 1 of renovation complete, invoice submitted = \$7,553.00

Partial payment $\frac{1}{2}$ invoice approved and distributed = \$3,776.50

Remaining balance = \$3,099.92

December 2022

Final Invoice submitted = \$6,199.00

$\frac{1}{2}$ of final invoice = \$3,099.50

Zysk Façade grant documentation

- o Original Request June 2022 meetg
- o tabled until July pending additional estimate

May 27, 2022

Lexington DDA

RE: Façade Improvement Application – 7329 Huron Ave.

Dear Board Members,

Please find my application in response to the Façade Improvement Program. I purchased the property at 7329 Huron, located in the Central Business District in September of 2021. The property is and remains currently, in a deteriorated state. My intent with this property is to restore the historic characteristics that are remaining and to overall improve not only the façade but the entire property.

All improvements will correct years of neglect and deterioration and improve the unsightly appearance of this building that is situated in the heart of the Business District. Preserving any remaining historic aspects is also a priority of mine. An example is to fully restore the original leaded glass and other ornate windows that remain in the original structure of the building. As you may know, this property was once known as the Henry House, owned by General George Henry as a hotel and livery back in the late 1800's. I have registered an LLC to be able to operate a business under the name of Henry House to bring back the historic presence and charm back to downtown Lexington.

Part of this project is to improve the aesthetics of the building and curb appeal of the building and add character and appeal to our beautiful downtown district. The below is a list of projects that I am asking to be considered for this Façade Improvement Program.

- 1.) Windows-the building has a porch that faces Huron and is a visual aspect of the façade of the property. The windows will improve the structure's visual appearance and will enhance the property's curb appeal. The windows being ordered will match the original window three panel style. An attached quote from Wallside Windows is attached. **\$7,553.00** APPROVED
- 2.) Custom Window Boxes – these boxes will add to the charm and beauty of the building once completed with the addition of flowers and foliage. A photo of the window boxes is attached. **16@124.99 = \$1,999.84** APPROVED
- 3.) Decorative concrete- This quote is to pave with stamped design pathway to cover an unsightly strip of unpaved area that is visible alongside the driveway. A quote is attached from Martin Concrete. **\$750.00** DENIED (work done before grant)
- 4.) Signage- A sign on the front of the property that reads "Henry House" that replicates on similar that that was once on the original Henry House when it was

operating as a hotel. I have yet to obtain a quote for the signage but anticipate that the cost with installation will be \$2500.00. Denied No QUOTES

I understand that the program requires two quotes for each project, however, it has been extremely difficult getting contractors, and/or quotes for all of this work. I have attached the quotes that I have and would be happy to expand on any of the projects should the board need additional information. All the improvements that are being made or intend to be made in the future are being paid for by me personally. Any grant from the DDA would be greatly appreciated and put to good use to improve a vital piece of history in the business district.

Thank you for your consideration.

Sincerely,

Tracy L. Zysk

Zysk Facade grant documentation

- additional estimate from July meeting
 - No updated grant request included. See next page for final grant approval
- Gary Hatt – General Contractor**
313-475-8544

ESTIMATE

Date: July 7, 2022

To: Tracy Zysk
The Henry House, Lexington, MI

$\frac{1}{2}$ of \$13,752.84

OR

\$6,876.42

Job Description:

Front Entrance

1. Replace door
2. Reconstruct window & trim above door
3. Build out new steps
4. Install custom handrails

Side Entrance

1. Remove existing steps
2. Install new steps
3. Optional removal of entire cement landing & replace with decking

Price Front Entrance: \$2,500

Price Side Entrance: \$600

Optional Price for Side Landing (add): \$1,100

The estimate above is based on our conversation and site visit. After shop drawings are provided and reviewed, prices could vary if changes are made.

Thank You,

Gary

Zysk Façade grant documentation

note Zysk is owner of ^{THE} HENRY HOUSE

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
July 13, 2022 @ 5:30 p.m.**

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

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bales, Yankee, Blaesing, VanDyke, Westbrook, Mc Govern

ABSENT: Bender, Kaatz, P. Stencel, Drouillard

OTHERS PRESENT: A. Sutton, P. Muoio, K. DeCoster, R. Cutler, T. Zysk, A. Kerbyson, 2 Residents

APPROVAL OF AGENDA:

MOTION by McGovern, seconded by Adams, to approve the agenda as amended switching Item #3 & #5 under Unfinished Business, and adding Items (#4. A. Village Green & #4 B. Village Parking).

All Ayes

Motion Carried

APPROVAL OF MINUTES

MOTION by Blaesing, seconded by Adams, to approve the June 8, 2022 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION: - Bales explained the financials including breaking out the supplies, DPW equipment, and wages.

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

Roll Call:

Ayes: Blaesing, Adams, Bales, McGovern, Westbrook, VanDyke, Yankee

Nays: None

Motion Carried

UNFINISHED BUSINESS:

1. **Keel Update** – Yankee explained on July 21, 2022 the first digital article should be published “Weekend in Lexington”.

2. **Façade Grant Revision (Tracy Zysk – 7329 Huron)** – Yankee explained the missing pieces of the original façade grant have been resubmitted for review (quote for doors, windows, trim, handrails). Discussion followed. The total cost of this project is \$13,752.84. If approved, the façade grant would be half of the total cost which is \$6,876.42.

MOTION by VanDyke, seconded by Bales, to approve \$6,876.42 for a matching fund façade grant for Tracy Zysk for her mixed use commercial and cottage.

Roll Call:

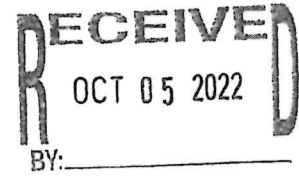
Ayes: VanDyke, Bales, McGovern, Blaesing, Adams, Westbrook, Yankee

Nays: None

Motion carried

Zysk Facade grant documentation

Wallside, Inc.
27000 W. Trolley Industrial Dr.
Taylor, MI 48180
313-292-4400



Customer: Tracy Zysk
8572 Dixie Hwy
Ira, MI 48023

Jobsite: 7329 Huron Ave
Lexington, MI, 48450

Job #: 670626

Date: 10/3/2022

Date of Service	Description	Balance
9/22/2022	9 Qualifying Windows Installed	\$6,042.40
	Non Qualified Purchases and Installation Fees	\$1,510.60
	Total--Paid in Full (Total Sq Feet= 129.23)	\$7,553.00

Thank You.

Builder's License #2104000621 expires 5/31/2023

This itemized receipt is intended to show that the purchases listed as eligible are Eligible Building Envelope components under the relevant Internal Revenue Code sections. Homeowners should consult their tax advisor to determine whether they qualify for any potential income tax credits. Wallside Windows assumes no liability regarding the homeowner's ability to obtain tax credits.

Per October DDA meeting \$3776.50
authorized for payment

AMENDED MOTION by Adams, seconded by VanDyke to approve the September 16, 2022 minutes with the correction of changing the language to say "Senator Stabenow has supported that the federal government allocate ...".

All Ayes

Abstain: Blaesing, Westbrook

Motion carried.

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION:

MOTION by VanDyke, seconded by Westbrook to approve the financials as presented.

Roll Call:

Ayes – VanDyke, Westbrook, Bales, Bender, Blaesing, Adams, McGovern, Yankee

Nays – None

Motion carried

UNFINISHED BUSINESS:

- 1. Tracy Zysk Facade Grant Invoice Update** – Yankee explained Tracy Zysk has completed the windows portion of the project. Yankee explained Zysk cannot move forward without more funding. Yankee noted Zysk reached out asking for a hardship. The total estimated cost of the project is \$13,752.84. The DDA approved a façade grant for half of the project totaling \$6,876.42. The Wallside windows paid invoice in the packet is for \$7,553.00. Board members discussed reimbursing Zysk half of the paid Wallside invoice verses half of the approved façade grant.

MOTION by VanDyke, seconded by McGovern, to approve a check to Tracy Zysk in the amount of \$3,776.50 which is half of the window installation.

Roll Call:

Ayes – VanDyke, McGovern, Westbrook, Bales, Blaesing, Yankee

Nays – Bender, Adams

Motion carried

- 2. TIF/Boundary Expansion Update** – Yankee explained we met with the county to keep them informed with how this is moving along. We will be meeting with various taxing jurisdictions as well. VanDyke explained we were conservative with the boundary expansion. Discussion followed.

NEW BUSINESS:

- 1. RFPs for Christmas Lights/Garland/Pots** – Yankee explained we will now open the RFPs. The holiday pots quote is date stamped 10-10-22 @ 9:55 a.m. This quote is from Croswell Greenhouse for 32 pots at \$120.00 each for a total of \$3,840.00. These holiday pots will be similar to last year and will be completed by November 18, 2022 providing the materials arrive when scheduled. Bender noted for reference, we paid \$100.00 per pot last year. Yankee opened the holiday decorating envelope date stamped 10-10-22 @ 8:15 a.m. The second bid is from Hill Tree Services for holiday decorating. Quote includes all lights scheduled to be up, anything that needs repaired, garland to be installed on poles and any extra installs (approximately 44 poles). To be completed by November 18, 2022. This bid comes in at \$6,200.00. Bender noted for reference last year this bid was \$6,000.00. Discussion followed.

ZYSK Façade grant documentation: Final invoice

INVOICE NO. 653 DATE 10-Nov-22 CUSTOMER ID ZYS **INVOICE**

K.S. M.
KSM General Services

Algonac, Michigan

BILL TO
Henry House

7329 Huron Ave
Lexington, MI 48450
586-219-4525

SALESPERSON	JOB	SHIPPING METHOD	DELIVERY DATE	PAYMENT TERMS	DUPLICATE
Ken M.		N/A	11.30.22	Paid-in full-Check	11.30.22
QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL

Replace door-rebuild framing and weather seal

Reconstruct the window and trim above door - porch side

Raise threshold and build new steps

Install custom iron handrail

Side-Install new steps and replace with decking-two levels

4200

Custom Window Boxes- composite materials-rot resistant, custom corbels, hang and paint

1999

***Included-removal of all existing materials-concrete

*John Paul
11-30-22*

TOTAL DISCOUNT

SUBTOTAL

SALES TAX %

TOTAL

6199

Make all checks payable to

K.S. M.

THANK YOU FOR YOUR BUSINESS!



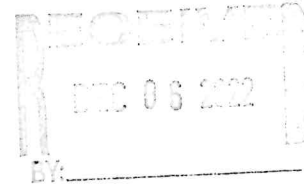
CROSWELL GREENHOUSE

180 Davis St.
Crosswell, MI 48422
810-679-3298

Statement

Date
11/30/2022

To:
Village Of Lexington 7227 Huron Ave. Suite 200 DDA Lexington Lexington, MI 48450



Amount Due	Amount Enc.
\$4,080.00	

Date	Transaction	Amount
11/17/2022	INV #1868. Due 11/17/2022. Orig. Amount \$4,080.00. --- Porch Pots \$4,080.00 --- Tax: Michigan @ 6.0% = 0.00	4,080.00

Amount Due
\$4,080.00

Bender explained the quote for the garland. Bender contacted Western Tree Farm, Croswell Greenhouse, Lexington Gardens, and Centennial Farms. Bender noted Lexington Gardens had the best price of \$731.00 for 43-50' of cedar/pine/fir. Discussion followed.

MOTION by VanDyke, seconded by Blaesing, to accept Lexington Garden's bid for the cedar/pine/fur garland in the amount of \$731.00.

Roll Call:

Ayes – VanDyke, Blaesing, Adams, McGovern, Westbrook, Bender, Yankee

Abstain – Bales

Nays – None

Motion carried

MOTION by VanDyke, seconded by McGovern, to accept the quote from Croswell Greenhouse in the amount \$3,840.00 for pots.

Roll Call:

Ayes – VanDyke, McGovern, Westbrook, Bender, Blaesing, Adams, Yankee

Abstain – Bales

Nays – None

Motion carried

MOTION by VanDyke, seconded by Adams, to award Hill Tree Service contract for holiday decorating including all lights as scheduled in the amount of \$6,200.00.

Roll Call:

Ayes – VanDyke, Adams, McGovern, Westbrook, Bales, Bender, Blaesing, Yankee

Nays – None

Motion carried

2. KLA Remote System Monitoring Invoice – Yankee explained included in the packet is an invoice from KLA Laboratories for 12 months of remote system monitoring. Bender explained we should have a contract or agreement from KLA before we move forward with this invoice. Discussion followed on getting a detailed invoice explaining what is covered.

MOTION by Bender, seconded by VanDyke, to table this invoice until we have a contract with KLA describing the services that will be provided.

All Ayes

Motion carried

3. KLA XM Business Service Invoice – Yankee explained included in the packet is an invoice from KLA Laboratories for 12 months of XM radio business service.

MOTION by Bender, seconded by Bales, to pay \$323.40 for 12 months of XM radio business service.

Roll Call:

Ayes – Bender, Bales, Westbrook, VanDyke, McGovern, Adams, Blaesing, Yankee

Nays – None

Motion carried

October 10, 2022

Bid for Winter Pots

Lexington Village

Lexington, MI

Quote for Winter 2022

32 planter- similar to last year

32 @ \$120.00 = \$3,840.00

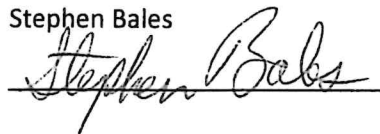
With pine boughs, pine cones, bows and festive decorations.

Total- \$3,840.00

Will be done by Nov. 18th as long as materials arrive when scheduled.

Croswell Greenhouse

Stephen Bales

A handwritten signature in black ink that reads "Stephen Bales". The signature is written in a cursive style and is positioned below the printed name "Stephen Bales".

