

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

**DATE OF MEETING:** Wednesday, December 13, 2023  
**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 REGULAR MEETING:**

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

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES** – Motion to approve the November 8, 2023 minutes as presented.

**PUBLIC COMMENT** –

**REVIEW OF FINANCIAL INFORMATION** – Motion to approve the financials as presented.

**UNFINISHED BUSINESS:**

1. **Harbor Steering Committee Update** – VanDyke
2. **2023 Holiday Season Update** – Zysk/McGovern
- 3.

**NEW BUSINESS:**

1. **Tree Lighting Event Invoices**– Motion to approve the attached invoices submitted by the LBA in the amount of \$1,148.04 for costs associated with the tree lighting event in the DDA district.
2. **KLA Invoice** – Motion to approve the KLA Invoice in the amount of \$1,223.40 for 12 months of Business XM and remote monitoring support.
3. **DDA Logo Discussion** – McGovern/Adams
4. **Historic Bell Discussion** – McGovern
5. **2024 RFP's for Annual Flowers** – McGovern/Bender
6. **2024 Meeting Schedule** – Motion to approve the 2024 Meeting Schedule as presented.

**CORRESPONDENCE**

**PUBLIC COMMENT**

**ADJOURNMENT**

**VILLAGE OF LEXINGTON**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
Village of Lexington – 7227 Huron Ave., Lexington, MI  
November 8, 2023

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

**ROLL CALL:** by Beth Grohman

**PRESENT:** Adams, Bales, Westbrook Drouillard, Zysk, McGovern

**ABSENT:** Kaatz, Bender, VanDyke

**OTHERS PRESENT:** Lori Fisher and one citizen

**APPROVAL OF AGENDA:**

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

Motion Carried

**APPROVAL OF MINUTES**

**MOTION** by Adams, seconded by McGovern, to approve of October 11, 2023, minutes as presented.

All Ayes

Motion Carried

**PUBLIC COMMENT:** None offered.

**REVIEW OF FINANCIAL INFORMATION:** - Bales explained the financial reports. Current tax revenue, \$14,388.11. Fund balance to date is \$414,693.27.

**MOTION** by McGovern, seconded by Zysk, to approve the financials as presented.

Discussion on the DPW expenses.

**Mickey Bender enters the meeting at 5:36 p.m.**

**McGovern noted that James VanDyke did inform McGovern of his absence.**

Roll Call:

Ayes: McGovern, Zysk, Drouillard, Westbrook, Bales, Adams,

Nays: None

Motion Carried

**Kristen Kaatz enters the meeting at 5:41 p.m.**

**UNFINISHED BUSINESS:**

- 1. Harbor Steering Committee Status** – VanDyke did report to McGovern that the Steering Committee did wrap up and wish list is completed. Now work will be done on the real budget and what they can get done with the money available. They came up with a \$5,000,000 budget, plus 20%. \$500,000 set aside for playground equipment, which they will not need that much. Van Dyke will represent the DDA on the committee that will work on the refining Phase 1.
- 2. Social District Status-** Village Pub did order more stickers. Reported \$850 was approved for candy for Halloween. Bender did not spend the whole amount and there is candy left over that can be used for the Christmas Tree lighting. Discussed Social District banners for events, such as music in the park. Recommendation to add Drouillard to the social district committee. Motion by Bender, seconded by McGovern, to add Drouillard to the Social District Committee.

All ayes

Motion carried.

## **NEW BUSINESS:**

1. **MDA Annual Conference Highlights** – McGovern reported on the MDA Annual Conference. Presentation on grants and how to obtain them, \$400 Million dollars in grants available just in Michigan. Grants available for Parks, Alley Conversions, and Studies. Key points mentioned, blight is like cancer, engage with businesses, events, what attracts people is other people, and go to other meetings, LBA, Chambers, Lions, etc. McGovern spoke to several cities regarding Social Districts, how they handle them, what works, and will present his findings to the Social District Committee and maybe make some changes.
2. **2023 Tree Lighting, Additional Décor** – Lexington Gardens reached out to Bender, vendor used for machine that ties the mixed garland is broke so if the DDA wants mixed garland it won't be available this month, they do have straight cedar and have 20 rolls and they can take care of the whole order. Bender reported cedar will not cost more. Lexington Gardens will give it to the Village at cost.  
Zysk reported on the cost of the lights, putting them on the tree and tree lighting by Joe Hill is \$500. Do not have the invoice currently. Kaatz reported the art students have stand in cut outs and will have eight students from the NHS, dressing up as elves and help with distributing candy canes. Lakeside Building donating the fire barrels and plywood for the cut outs, and necklaces, that the wrestling team will hand out. McGovern spoke to Stencil regarding the cut outs and the barrels. Concerned about the barrels and the liability. Discussion on payment for the cut outs from the school. Zysk recommends the LBA pay for the cut outs. Zysk to take it to the LBA for payment.
3. **Community Garden Usage for Fall Décor** – Discussion on securing a plot at the community garden to grow pumpkins for the fall flower pots. Plots may not be available at this time. Recommendation to just purchase the pumpkins for right now.
4. **2024 Pots & Flowers- Info for next month RFP's-** McGovern reported last year only one bid was received. Local grower talked to McGovern about some different ideas for the pots and agreed to be added to the bidder list.
5. **Croswell Greenhouse Invoice-** Motion by Bender, seconded by McGovern, to approve the payment of 47.00 to Croswell Greenhouse for soil.  
Roll call  
Ayes- Bender, McGovern, Drouillard, Westbrook, Bales, Kaatz, Adams, Zysk  
Nays- None  
Motion carried.

## **CORRESPONDENCE:**

**PUBLIC COMMENT: None offered.**

## **ADJOURNMENT:**

**MOTION** by McGovern to adjourn the meeting at 6:43 p.m.

All Ayes

Motion carried.

Respectfully submitted,

Beth Grohman

November 8, 2023

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LEXINGTON

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR	YTD BALANCE	% BDCGT
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000						
248-000-401.500	DDA TAXES FROM VILLAGE	101,124.00	101,124.00	0.00	90,647.25	89.64
248-000-401.600	DDA TAXES FROM TOWNSHIP	83,750.00	83,750.00	386.31	49,526.38	59.14
248-000-665.000	INTEREST EARNED	3,000.00	3,000.00	0.00	3,309.53	110.32
248-000-671.500	MISC ACCT OF REVENUE	0.00	0.00	0.00	1,750.00	100.00
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 FROM GENERAL FUND FOR CAPITA	0.00	0.00	0.00	0.00	0.00
Total Dept 000		187,874.00	187,874.00	386.31	145,233.16	77.30
Dept 248 - ****DDA EXPENSES****						
248-248-667.500	INTERNET REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 248 - ****DDA EXPENSES****		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		187,874.00	187,874.00	386.31	145,233.16	77.30
Expenditures						
Dept 248 - ****DDA EXPENSES****						
248-248-699.940	ADMINISTRATIVE REIMBURSEMENT	11,001.00	11,001.00	916.74	4,583.70	41.67
248-248-703.600	DPW WAGES	30,000.00	30,000.00	2,506.81	9,279.04	30.93
248-248-703.650	DPW-WATER WAGES OVERTIME	0.00	0.00	37.26	113.33	100.00
248-248-704.100	MATCH - SOCIAL SECURITY	2,437.00	2,437.00	193.36	713.75	29.29
248-248-704.200	BLUE CROSS	7,200.00	7,200.00	446.62	2,050.88	28.48
248-248-704.300	LIFE INSURANCE	260.00	260.00	17.38	80.58	30.99
248-248-704.400	PENSION	3,600.00	3,600.00	448.77	887.31	24.65
248-248-704.401	AXA EQUITABLE MATCH	1,000.00	1,000.00	84.19	220.16	22.02
248-248-704.500	MICH EMP SEC COM	300.00	300.00	1.93	52.66	17.55
248-248-728.000	COMPUTER-HARDWARE-SOFTWARE	0.00	0.00	0.00	0.00	0.00
248-248-740.000	SUPPLIES	4,000.00	4,000.00	165.00	532.13	13.30
248-248-740.700	DPW EQUIPMENT	15,000.00	15,000.00	863.86	12,695.25	84.64
248-248-745.000	CHRISTMAS SUPPLY	15,000.00	15,000.00	0.00	0.00	0.00
248-248-802.500	EDUCATION AND TRAINING	1,000.00	1,000.00	0.00	275.00	27.50
248-248-803.000	PHONE/INTERNET EXPENSE	0.00	0.00	0.00	0.00	0.00
248-248-803.100	MUSIC	500.00	500.00	0.00	0.00	0.00
248-248-805.000	ADVERT/PUBLICATIONS	12,000.00	12,000.00	0.00	6,000.00	50.00
248-248-810.000	MEMBERSHIP/DUES	200.00	200.00	0.00	200.00	100.00
248-248-811.000	LEGAL	500.00	500.00	0.00	0.00	0.00
248-248-812.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
248-248-815.000	AUDIT	0.00	0.00	0.00	0.00	0.00
248-248-820.000	CONTRACTED SERVICES	25,000.00	25,000.00	0.00	680.00	2.72
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	15,000.00	15,000.00	47.00	47.00	0.31
248-248-955.000	DDA GRANT	30,000.00	30,000.00	6,997.19	6,997.19	23.32
248-248-969.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
248-248-969.200	DONATION	7,500.00	7,500.00	0.00	0.00	0.00
248-248-971.000	CAPITAL OUTLAY	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 248 - ****DDA EXPENSES****		186,498.00	186,498.00	12,726.11	45,407.98	24.35
TOTAL EXPENDITURES		186,498.00	186,498.00	12,726.11	45,407.98	24.35

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
<b>*** Assets ***</b>		
248-000-002.000	EASTERN MICHIGAN BANK	403,368.73
248-000-017.000	INVESTMENTS IN SECURITIES GOV MIC	0.00
248-000-040.000	ACCOUNTS RECEIVABLE	0.00
248-000-084.830	DUE FROM LEX TOWNSHIP	0.00
248-000-123.000	PREPAID EXPENSES	0.00
<b>Total Assets</b>		<b>403,368.73</b>
<b>*** Liabilities ***</b>		
248-000-202.000	ACCOUNTS PAYABLE	0.00
248-000-258.000	ACCRUED WAGES	0.00
<b>Total Liabilities</b>		<b>0.00</b>
<b>*** Fund Balance ***</b>		
248-000-390.000	FUND BALANCE ACCOUNT	260,881.96
<b>Total Fund Balance</b>		<b>260,881.96</b>
<b>Beginning Fund Balance - 22-23</b>		<b>260,881.96</b>
<b>Net of Revenues VS Expenditures - 22-23</b>		<b>42,661.59</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>303,543.55</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>99,825.18</b>
<b>Ending Fund Balance</b>		<b>403,368.73</b>
<b>Total Liabilities And Fund Balance</b>		<b>403,368.73</b>

\* Year Not Closed

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	2023-24		2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 11/30/2023 INCREASE (DECREASE)	YTD BALANCE 11/30/2023 NORMAL (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET					
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
	TOTAL REVENUES	187,874.00		187,874.00	386.31	145,233.16	77.30
	TOTAL EXPENDITURES	186,498.00		186,498.00	12,726.11	45,407.98	24.35
	NET OF REVENUES & EXPENDITURES	1,376.00		1,376.00	(12,339.80)	99,825.18	7,254.74

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TRANSACTIONS FROM 11/01/2023 TO 11/30/2023

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
11/01/2023			<b>248-248-699.940 ADMINISTRATIVE REIMBURSEMENT</b>		BEG. BALANCE		3,666.96
11/30/2023	GJ	JE	ADMIN. REIMBURSEMENT 11/23	2767	916.74		4,583.70
11/30/2023			248-248-699.940	END BALANCE	916.74	0.00	4,583.70
11/01/2023			<b>248-248-703.600 DPW WAGES</b>		BEG. BALANCE		6,772.23
11/01/2023	PR	CHK	SUMMARY PR 11/01/2023		288.22		7,060.45
11/08/2023	PR	CHK	SUMMARY PR 11/08/2023		122.71		7,183.16
11/15/2023	PR	CHK	SUMMARY PR 11/15/2023		127.78		7,310.94
11/22/2023	PR	CHK	SUMMARY PR 11/22/2023		1,764.47		9,075.41
11/29/2023	PR	CHK	SUMMARY PR 11/29/2023		203.63		9,279.04
11/30/2023			248-248-703.600	END BALANCE	2,506.81	0.00	9,279.04
11/01/2023			<b>248-248-703.650 DPW-WATER WAGES OVERTIME</b>		BEG. BALANCE		76.07
11/29/2023	PR	CHK	SUMMARY PR 11/29/2023		37.26		113.33
11/30/2023			248-248-703.650	END BALANCE	37.26	0.00	113.33
11/01/2023			<b>248-248-704.100 MATCH - SOCIAL SECURITY</b>		BEG. BALANCE		520.39
11/01/2023	PR	CHK	SUMMARY PR 11/01/2023		21.91		542.30
11/08/2023	PR	CHK	SUMMARY PR 11/08/2023		9.37		551.67
11/15/2023	PR	CHK	SUMMARY PR 11/15/2023		9.73		561.40
11/22/2023	PR	CHK	SUMMARY PR 11/22/2023		133.91		695.31
11/29/2023	PR	CHK	SUMMARY PR 11/29/2023		18.44		713.75
11/30/2023			248-248-704.100	END BALANCE	193.36	0.00	713.75
11/01/2023			<b>248-248-704.200 BLUE CROSS</b>		BEG. BALANCE		1,604.26
11/01/2023	PR	CHK	SUMMARY PR 11/01/2023		45.96		1,650.22
11/08/2023	PR	CHK	SUMMARY PR 11/08/2023		11.16		1,661.38
11/15/2023	PR	CHK	SUMMARY PR 11/15/2023		19.23		1,680.61
11/22/2023	PR	CHK	SUMMARY PR 11/22/2023		370.27		2,050.88
11/30/2023			248-248-704.200	END BALANCE	446.62	0.00	2,050.88
11/01/2023			<b>248-248-704.300 LIFE INSURANCE</b>		BEG. BALANCE		63.20
11/03/2023	AP	INV	LIFE INSURANCE NOV 2023	211963219619	17.38		80.58
11/30/2023			248-248-704.300	END BALANCE	17.38	0.00	80.58
11/01/2023			<b>248-248-704.400 PENSION</b>		BEG. BALANCE		438.54
11/22/2023	PR	CHK	SUMMARY PR 11/22/2023		448.77		887.31
11/30/2023			248-248-704.400	END BALANCE	448.77	0.00	887.31
11/01/2023			<b>248-248-704.401 AXA EQUITABLE MATCH</b>		BEG. BALANCE		135.97
11/01/2023	PR	CHK	SUMMARY PR 11/01/2023		14.23		150.20
11/08/2023	PR	CHK	SUMMARY PR 11/08/2023		2.70		152.90
11/15/2023	PR	CHK	SUMMARY PR 11/15/2023		3.00		155.90
11/22/2023	PR	CHK	SUMMARY PR 11/22/2023		53.78		209.68
11/29/2023	PR	CHK	SUMMARY PR 11/29/2023		10.48		220.16
11/30/2023			248-248-704.401	END BALANCE	84.19	0.00	220.16
11/01/2023			<b>248-248-704.500 MICH EMP SEC COM</b>		BEG. BALANCE		50.73
11/01/2023	PR	CHK	SUMMARY PR 11/01/2023		1.55		52.28
11/08/2023	PR	CHK	SUMMARY PR 11/08/2023		0.38		52.66
11/30/2023			248-248-704.500	END BALANCE	1.93	0.00	52.66
11/01/2023			<b>248-248-740.000 SUPPLIES</b>		BEG. BALANCE		367.13
11/29/2023	AP	INV	DDA,SEWER, DPW SUPPLY	7225	165.00		532.13
11/30/2023			248-248-740.000	END BALANCE	165.00	0.00	532.13
11/01/2023			<b>248-248-740.700 DPW EQUIPMENT</b>		BEG. BALANCE		11,831.39
11/30/2023	GJ	JE	DPW EQUIPMENT REIMBURSEMENT 11/30/23	2770	697.96		12,529.35
11/30/2023	GJ	JE	BACKHO 11/30/23	2772	165.90		12,695.25
11/30/2023			248-248-740.700	END BALANCE	863.86	0.00	12,695.25
11/01/2023			<b>248-248-802.500 EDUCATION AND TRAINING</b>		BEG. BALANCE		275.00
11/30/2023			248-248-802.500	END BALANCE	0.00	0.00	275.00
11/01/2023			<b>248-248-805.000 ADVERT/PUBLICATIONS</b>		BEG. BALANCE		6,000.00
11/30/2023			248-248-805.000	END BALANCE	0.00	0.00	6,000.00
11/01/2023			<b>248-248-810.000 MEMBERSHIP/DUES</b>		BEG. BALANCE		200.00
11/30/2023			248-248-810.000	END BALANCE	0.00	0.00	200.00
11/01/2023			<b>248-248-820.000 CONTRACTED SERVICES</b>		BEG. BALANCE		680.00
11/30/2023			248-248-820.000	END BALANCE	0.00	0.00	680.00
11/01/2023			<b>248-248-840.000 LANDSCAPING MAINTENANCE</b>		BEG. BALANCE		0.00
11/16/2023	AP	INV	SOIL	6234	47.00		47.00
11/30/2023			248-248-840.000	END BALANCE	47.00	0.00	47.00

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TRANSACTIONS FROM 11/01/2023 TO 11/30/2023

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
11/01/2023			<b>248-248-955.000 DDA GRANT</b>		BEG. BALANCE		0.00
11/03/2023	AP	INV	DDA FACADE GRANT	DDA FACADE GRANT	3,932.50		3,932.50
11/08/2023	AP	INV	FACADE GRANT	DDA GRANT	3,064.69		6,997.19
11/30/2023			248-248-955.000	END BALANCE	6,997.19	0.00	6,997.19
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					12,726.11		45,407.98



## Village of Lexington – DDA/LBA Mutual Work

### List of Qualified LBA Costs to be covered by DDA For the Promotion, Enrichment, and Vitality of Lexington’s Downtown

Submittal for December 2023

Invoices attached that have been already paid for by the LBA

1. Invoice from Lakeshore Graphics for a Sponsor Banner for Tree Lighting on 12/01/23 for \$248.04
2. Invoice from Santa Claus for the Tree Lighting on 12/2/23 for \$150.00
3. Invoice from DJ Kurt for DJ services for the Tree Lighting on 12/2/23 for \$550
4. Invoice for Photography Services for the Tree Lighting on 12/2/23 for \$200

**Total request for approval: \$1,148.04**

Fiscal YTD Summary:

Total Budget Amount	\$25,000.00
<b>December 2023</b>	<b>\$1,148.04</b>
January 2023	
February 2023	
March 2023	
April 2023	
May 2023	
June 2023	
<b>Remaining Balance</b>	<b>\$23,851.96</b>

DEADLINE: Tuesday



7047 Lakeshore Road, Lexington, MI 48450

810-359-7055

www.LakeshoreGraphics.net

A Business With No Sign Is A Sign Of No Business

DESIGN NEEDED?  Y /  N

NEW SCREEN?  Y /  N

NEW DIGITIZING?  Y /  N

# INVOICE

8818

DATE: 1/28/23

*Thank you for your business!*

ORDER TAKEN BY: Emmal

CUSTOMER: Travis

BUSINESS: Lexington High School

Lakeshore Sleeve	SUBLIMATION	PLASMA
SCREEN PRINT	HEAT <input type="checkbox"/> PRINT <input type="checkbox"/> CUT <input type="checkbox"/>	SANDBLASTING
EMBROIDERY	NAME <input type="checkbox"/> BACK <input type="checkbox"/> FRC <input type="checkbox"/>	ENGRAVING
DIRECT TO GARMENT	VINYL <input type="checkbox"/> PRINT <input type="checkbox"/> ELP <input type="checkbox"/>	PRINTED CARDSTOCK
NEEDS INSTALL	NEEDS LAMINATE	MILL ITEMS or SHIPPING

PHONE: 530-319-4535

NEEDS BILL EMAILED

EMAIL FOR PROOF/BILLING: travis@lexingtonhighschool.com

Lexington High School  
Somerset  
- Emmal's Print -

QUANTITY	DESCRIPTION	L
1	4x8 Banner	

LAKE SHORE GRAPHICS  
7047 Lakeshore Rd  
Lexington, MI 48450  
(810) 359-7055

**CC Sale**

BRIC: 06XL1FJH91Z003Z7D3E  
Batch #: 0482  
12/01/23  
APPR CODE 001567  
MasterCard  
\*\*\*\*\*9975

Item 0009  
14.34.13

Amount \$248.04

APPROVED

CUSTOMER COPY

NOTES:

PAYMENT NOTES:

PAID  
1a Full  
via CC  
12/1/23

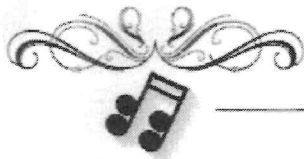
SUBTOTAL	<u>225</u>
TAX	<u>13.50</u>
TOTAL	<u>238.50</u>
DEPOSIT	<u>238.50</u>
REMAINING BALANCE	<u>0</u>

INITIAL BOX AFTER COMPLETION

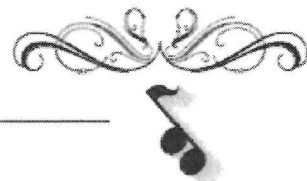
CHECKED IN BY  COMPLETED BY CUSTOMER CALLED  DATE: \_\_\_\_\_

CUSTOMER APPROVED ORDER/PICKED UP BY: \_\_\_\_\_

DATE PICKED UP: \_\_\_\_\_



# DJ Kurt Lewis



Music For All Occasions

P.O. Box 221 • 2497 Black River St.  
Deckerville, MI 48427

810-376-2889

Email: kurt@djcurtlewis.com

### EMPLOYMENT CONTRACT

It is agreed upon and understood that KURT LEWIS will provide music entertainment for the said mentioned party below. All public event must list DJ KURT LEWIS Music for All Occasions as an entertainment sponsor in all advertising for the event otherwise a charge of \$100 will be assessed.

<b>CONTRACTING PARTY</b>		<u>tracyzysk@comcast.net</u> Email/Facebook	
<u>Lexington Business Association</u> Name		<u>586-219-4525</u> Telephone	
<u>Lexington</u> Street City		<u>MI 48450</u> State/Zip	
<b>PERFORMERS</b>	<b>MATERIALS NEEDED</b>		
<u>DJ Kurt Lewis</u>	One 4'x8' Table • Coverage if Outdoors		
<b>HOURS</b>			
<u>Horse Parade</u> <u>1</u> A.M./P.M. - <u>3</u> A.M./P.M.			
<b>PERFORMANCE DATE</b>	<b>LOCATION</b>		
<u>9 December 2023</u>	<u>Cadillac House</u> Please enclose a map to location of performance		

### RETAINER

A retainer of \$ 300- payable to KURT LEWIS is required for down payment on the above mentioned said date, if event/DJ is cancelled.

### FEE

Price agreed upon after completion of services	\$ <u>550-</u>
Retainer	\$ <u>300- (if cancelled)</u>
Balance Due*	\$ <u>550-</u>

\*Balance due 2 weeks prior to event by check or at beginning of event by CASH OR MONEY ORDER ONLY.

The retainer will be forfeited in FULL if the arrangement is canceled and the agreement is terminated by the contracting party. Kurt Lewis must be notified of cancellations two (2) months prior to date in writing, otherwise balance will be due in FULL.

**AGREED TO** Note: Please sign and return the top copy. Contract must be returned within seven (7) days.

Contracting Party Jasmine M Shubel  
DJ Kurt Lewis

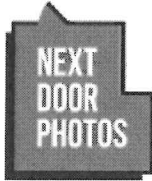
Dated 11/15/23  
Dated

Referral By

**NDP Essentials package launched! The ultimate marketing suite for your listings, incl. pro photography, floor plan, virtual twilight image, listing website & more. Visit the service page & click here for details on our improved Media Delivery!**



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BOOK NOW

Thank you. Your order has been received.

ORDER NUMBER:	DATE:	TOTAL:
<b>1941099</b>	<b>December 1, 2023</b>	<b>\$200.00</b>
PAYMENT METHOD:		
<b>Credit Card (Stripe)</b>		

## ORDER DETAILS

Service	Total
Event Photography × 1  <b>Date:</b> December 2, 2023 <b>Time:</b> 6:00 PM <b>Duration:</b> 60 minutes <b>Providers:</b> C-Jeremy Cundiff	\$200.00
<b>Subtotal:</b>	<b>\$200.00</b>
<b>Payment method:</b>	<b>Credit Card (Stripe)</b>
<b>Total:</b>	<b>\$200.00</b>

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BOOK NOW

Service	Total
<p><b>Access Instructions:</b> Meeting someone onsite (client or agent). You are to meet Jenna Zysk at the Henry House address</p> <p><b>Approximate Square Footage:</b> 1500</p> <p><b>Additional Comments/Instructions?:</b> You are to meet Jenna Zysk at the Henry House address: 7329 Huron Ave, Lexington, MI, 48450, US</p> <p>Capture the Christmas Tree lighting. Both ground and a few aerial photos.</p> <p>You can stop by before 6 so you can touch base, her store address is 7329 Huron Ave, Lexington, MI 48450. Please give her a call on her personal cell 5868427472.</p> <p><b>Listing Address:</b> 7329 Huron Ave, Lexington, MI, 48450, US</p>	
<b>Subtotal:</b>	<b>\$200.00</b>
<b>Payment method:</b>	<b>Credit Card (Stripe)</b>
<b>Total:</b>	<b>\$200.00</b>



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PARTNERS

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WCR

MORE

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Pre-Shoot

Checklist

Other

Locations

Impact



in

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**INVOICE #100**

# Santa Brian Mabe

7276 Killkare RD, Lexington, MI 48450  
586-524-3599

**DATE**

**BILL TO**

Lexington Village (Tracy)  
7227 Huron Avenue, Suite 100  
Lexington, MI 48450

**FOR**

Tree Lighting and pictures.  
December 2nd, 2023. 7pm

**Details**

**AMOUNT**

Santa Tree Lighting

\$150.00

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SUBTOTAL \$150.00

TAX RATE 0.00%

OTHER \$0.00

TOTAL \$150.00

Make all checks payable to Santa Brian Mabe

If you have any questions concerning this invoice, use the following contact information:

Brian Mabe 586-524-3599 [bsjmabe@gmail.com](mailto:bsjmabe@gmail.com)

**THANK YOU FOR YOUR BUSINESS!**



AV SOLUTIONS  
 NETWORK CABLING  
 DISTRIBUTED ANTENNA SYSTEMS  
 WIRELESS SOLUTIONS  
 AV PRODUCTIONS

KLA Laboratories, Inc.  
 6800 Chase Road  
 Dearborn, MI 48126  
 (313) 846-3800

**AV PRODUCTIONS**

JOB NAME:	<b>XM and Monitoring</b>	KLA ORDER #	<b>3237</b>
SALESPERSON:	AB	CUSTOMER PO:	
EVENT DATE:	Tuesday, August 15, 2023	ORDER DATE:	8/15/2023

TERMS: (NET 30) TAX STATUS: EXEMPT

BILL TO:		SHIP TO:	
COMPANY: <b>Lexington DDA</b>		COMPANY:	
ATTENTION: <b>Vicki Scott</b>		ATTENTION:	
ADDRESS:		ADDRESS:	
CITY:		CITY:	
STATE: <b>MI</b>	ZIP:	STATE:	ZIP: -
PHONE:	CELL:	PHONE:	
EMAIL:		EMAIL:	

QTY	Months	DESCRIPTION	PRICE	EXTENDED
1	12	<b>XM for Business</b>	\$ 26.95	\$ 323.40
1	12	<b>Remote System Monitoring</b>	\$ -	\$ -
		<b>Monthly System Updates and monitoring for System functionality</b>		\$ -
		<b>I remotelly monitor each speaker amp for failures</b>		\$ -
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SETUP DATE(S):		SETUP TIME:		Material Total	\$ 323.40
KLA TECH(S) ON SITE:	NO	CHECK TIME:		Tax	\$ -
START DATE(S):	12/4/2023	EVENT TIME:		Tech Time	\$ 900.00
END DATE(S):	12/4/2024	STRIKE TIME:		Labor Setup/Strike	\$ -
NOTES: Tech time is Labor for Remote System Monitoring				Shipping	\$ -
				Paying with Credit Card?	NO
				CC 5% Fee	\$ -
				<b>TOTAL</b>	\$ 1,223.40

CUSTOMER SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_





# DDA

## Meeting Schedule for 2024

Meetings are held in the Village Conference Room on the second Wednesday of the month at 5:30 p.m. unless otherwise indicated

- January 10, 2024
- February 14, 2024
- March 13, 2024
- April 10, 2024
- May 8, 2024 (Informational Meeting)
- June 12, 2024
- July 10, 2024
- August 14, 2024
- September 11, 2024
- October 9, 2024 (Informational Meeting)
- November 13, 2024
- December 11, 2024

(Please note the DDA Board should have 2 informational meetings per year)