

**NOTIFICATION OF MEETING  
DOWNTOWN DEVELOPMENT AUTHORITY  
INFORMATIONAL & REGULAR ANNUAL MEETING**

**DATE OF MEETING:** Wednesday, May 8, 2024

**TIME OF MEETING:** 5:00 PM

**MISSION STATEMENT**

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

**CALL TO ORDER THE INFORMATIONAL MEETING**

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

**PURPOSE: TO INFORM THE PUBLIC OF GOALS AND DIRETION OF THE AUTHORITY, INCLUDING UPCOMING PROJECTS**

**PUBLIC COMMENT**

**CLOSE INFORMATIONAL MEETING**

**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 April 10, 2024 minutes as presented. Motion to approve the April 22, 2024 minutes as presented.

**PUBLIC COMMENT –**

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

**UNFINISHED BUSINESS:**

- 1. Harbor Redevelopment Project Next Step** – Motion to recommend funding approval to Council.
- 2. Potential Public Safety Milage Capture** – Motion to support a Public Safety Milage and agree to exclude the DDA tax capture of this potential Milage.
- 3. Façade Grant Application Moore Library** – McGovern
- 4. 2024-2025 Draft Budget Results from Budget Committee** – McGovern
- 5. Village Events – Fireworks / Parade / Tree-Lighting Funding** – McGovern

**NEW BUSINESS:**

- 1. LBA Expenses** – McGovern
- 2.**

**CORRESPONDENCE**

**PUBLIC COMMENT**

**ADJOURNMENT**

**VILLAGE OF LEXINGTON**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
Village of Lexington – 7227 Huron Ave., Lexington, MI  
April 10, 2024

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

**ROLL CALL:** by Vicki Scott

**PRESENT:** Adams, Bender, Bales, Kaatz, VanDyke, Westbrook, McGovern, Zysk

**ABSENT:** Drouillard

**OTHERS PRESENT:** L. Fisher, D. Roehl, J. Adams, G. Adamek, L. Jackson, S. Fox

**ATTENDANCE:** Drouillard is excused per McGovern

**APPROVAL OF AGENDA:**

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

All Ayes

Motion carried

**APPROVAL OF MINUTES**

**MOTION** by Adams, seconded by McGovern, to approve of March 13, 2024, minutes as presented.

All Ayes

Motion carried

**PUBLIC COMMENT:**

- Doug Roehl (5410 William Dr.) – commented on the Harbor Project. If anything different is considered tonight than what was presented to the public back in November/December, it would be wise to engage the public again.

**REVIEW OF FINANCIAL INFORMATION: -**

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

Roll Call:

Ayes – Bender, VanDyke, Westbrook, Adams, Zysk, Kaatz, Bales, McGovern

Nays – None

Motion Carried

**UNFINISHED BUSINESS:**

1. **Harbor Redevelopment Project Funding Recommendation to Council** – L. Fisher gave a PowerPoint presentation of the Harbor Redevelopment Project and timeline. In February 2021 Edgewater created a Harbor Master Plan. In August 2021 the early concept plan came about. In January of 2023 the MEDC grant was awarded to the Village. In June 2023 the MEDC grant agreement was signed. Edgewater was contracted to do the conceptual plans. In summer and early fall we had 3 public engagement sessions. In December 2023 was the final concept plan. Fisher stated from November 2023 and December 2023 there was a shift in the dock orientation. In January 2024 the numbers were presented to us which were over budget. Both the Village and DNR asked Edgewater to go back and pull it back within budget so we have a project we can work with. Edgewater presented a Phase 1. The Village applied for a trust fund acquisition grant for the private marina side which would have allowed us to move the roundabout. The Village did not get that grant. Fisher explained the future timeline as well as what may be cut in order to fit this project within budget. It takes 12-18 months to get the EGLE permit for the dock side, boardwalk, and infrastructure. We coming to a point where we are starting to fall behind the timeline. The grant agreement deadline is 12-31-25. There is a chance this could be extended. Fisher's recommendation for allocation would be to retain 5 million for the Village side and 3 million for the DNR side. This would take us through Phase 1.

VanDyke explained there was an extensive survey done back in 2019. That plan presented the main central pier that came off Huron St. with the finger piers coming off it. This could've been phased over time with expansion opportunity. The central thesis was this direct connection off of a main pier off Huron to the Village. This was a very detailed report in 2020. In 2022 the DNR and the Village entered into a Memorandum of Understanding (MOU). The MOU did a nice job of taking all of the recommendations in that harbor study in 2020 and embodied them in a concise MOU that talked about what was important to the Village and DNR. This took into consideration how they were going to work together and how to find funding for this plan. We as the DDA took this plan seriously on how we can go out and find federal and state funding for this project. Senator Stabenow saw this as a great opportunity to have the federal government help. The breakwater project was not funded as part of the federal budget process. She asked to have it added to the budget in that year so our breakwater could be a high priority. The second piece was the upland and harbor redevelopment project. We began to talk to state legislators about allocating those funds. Our original ask was 12 million dollars. We fell a little short and got 8 million dollars. We engaged with the DNR on what comes to the uplands portion and the harbor redevelopment plan. We are the grantee and wanted to ensure that there was DDA representation in these meetings with the DNR. These are priorities we both laid out. Our masterplan coincided with this work. When it came to our attention in January 2024 that the DNR had a different plan, we need to explain this is inconsistent with what was agreed up in the MOU. VanDyke proposed the DNR come here and present to us why they have this new plan. VanDyke recommends having an open discussion with the public present. Once a conclusion is made and we move forward, it is important we have a DDA person present at those meetings as we are fiduciary responsible for the 8 million dollars. Lengthy discussion followed.

**MOTION** by VanDyke, seconded by Adams, to schedule a DDA public meeting on 4-22-24 at 5:00 for the DNR to present its plan for the harbor.

Discussion: on inviting the Council Members & Edgewater

**AMENDED MOTION** by VanDyke, seconded by Adams, to schedule a DDA public meeting on 4-22-24 at 5:00 p.m. to invite the DNR to present their updated plan and send a friendly invitation to the Council members and to Edgewater.

All Ayes

Motion carried

#### **NEW BUSINESS:**

1. **Facade Grant Application – The Lawn Guy** – McGovern explained all the paperwork has been presented for this facade grant. There are 3 phases to his project, landscaping, gravel parking lot, and driveway.

**MOTION** by Bales, seconded by VanDyke, to approve the facade grant in the amount of \$9,414.89 contingent with approval from all municipal entities.

Roll Call:

Ayes – Bales, VanDyke, Bender, Westbrook, Adams, Zysk, Kaatz, McGovern

Nays – None

Motion carried

2. **Facade Grant Application – The Moore Library** – McGovern explained we committed to a donation of \$10,000.00 to the library in 2019. We denied a facade to the library in 2022 and gave them a letter of recommendation. The library is now asking for a \$10,000.00 facade grant for the roof. Discussion followed on not having 3 quotes provided.

**MOTION** by Bender, seconded by VanDyke, to table this until next month with the proper documentation for the facade grant to be considered.

All Ayes

Motion carried

3. **Arts Council 2024 Sponsorship** – McGovern explained the Arts Council is asking for a \$10,000.00 sponsorship this year for music in the park. Discussion followed.  
**MOTION** by VanDyke, seconded by Zysk, to approve \$10,000.00 for the Arts Council Sponsorship.  
Discussion:  
Roll Call:  
Ayes – VanDyke, Zysk, Westbrook, Adams, Kaatz, Bales, Bender, McGovern  
Nays – None  
Motion carried
  
4. **2024-2025 Budget Initiation** – McGovern explained last year we had a committee of Bales, VanDyke, and McGovern to submit a draft budget to the DDA board. Discussion followed.  
**MOTION** by Kaatz, seconded by Bender, to retain the same committee of Bales, VanDyke, and McGovern to do the budget.  
All Ayes  
Motion carried
  
5. **Capital Improvement Item / Project Idea List Discussion** – McGovern explained for the annual synopsis we have to post on line we need to start discussions on what items are we working toward. McGovern asked the Board to start thinking about a project list for next month. Board members discussed street lights going north, wayfinding signs, and parking. Discussion followed.
  
6. **Village Events Latest Changes Discussion** – McGovern explained there has been some discussion about the DDA taking over the tree lighting and the 4<sup>th</sup> of July events. Discussion followed on what would be the best way to continue events in the Village since the LBA does not have a coordinator. Board members agree to put this item on the Special DDA meeting 4-22-24.

**CORRESPONDENCE:** None

**PUBLIC COMMENT:**

- Liz Jackson – commented thank you from the Lexington Arts Council.
- G. Adamek – commented thank you for the Façade Grant

**ADJOURNMENT:**

McGovern adjourned the meeting at 7:28 p.m.  
All Ayes  
Motion carried.

Respectfully submitted,  
Vicki Scott  
April 10, 2024

**VILLAGE OF LEXINGTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
Village of Lexington – 7227 Huron Ave., Lexington, MI  
April 22, 2024**

**CALL TO ORDER:** Chairperson McGovern called the meeting to order at 5:00 pm.

**ROLL CALL:** by Vicki Scott

**PRESENT:** Adams, Bender, Bales, Kaatz, VanDyke, Westbrook, McGovern

**ABSENT:** Drouillard, Zysk

**OTHERS PRESENT:** L. Fisher, J. Gresock, L. Adams, P. Muoio, W. Morris, K. DeCoster, Vicki McGee & Travis Taylor @ DNR,  
and 32 citizens

**ATTENDANCE:** Drouillard & Zysk excused per McGovern

**APPROVAL OF AGENDA:**

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

All Ayes

Motion carried

**PUBLIC COMMENT:**

- Kathy DeCoster – commented on the upcoming project being completed with what we can afford as opposed to a project that is half done.
- Peter Muoio – commented on this project being important to this community and not letting personal interest getting in the way of completion.

**BUSINESS:**

1. **DNR Presentation/Discussion on Harbor Redevelopment Project** – VanDyke lead into the DNR presentation with background information. VanDyke explained we asked the DNR here today to explain the updated plan that deviated from the original plan. VanDyke explained there was an extensive survey done back in 2019. In 2022 the DNR and the Village entered into a Memorandum of Understanding (MOU). The MOU did a nice job of taking all of the recommendations in that harbor study in 2020 and embodied them in a concise MOU that talked about what was important to the Village and DNR. This took into consideration how they were going to work together and how to find funding for this plan. We as the DDA took this plan seriously on how we can go out and find federal and state funding for this project. Senator Stabenow saw this as a great opportunity to have the federal government help. The breakwater project was not funded as part of the federal budget process. She asked to have it added to the budget in that year so our breakwater could be a high priority. The second piece was the upland and harbor redevelopment project. We began to talk to state legislators about allocating those funds. Our original ask was 12 million dollars. We fell a little short and got 8 million dollars. Our masterplan coincided with this work.

L. Fisher gave a PowerPoint presentation of the Harbor Redevelopment Project and timeline. This was 3 different components; the Army Corps of Engineers break wall project, the 8 million dollars grant we are talking about today, and the third component was the trust fund acquisition grant for the private marina. We did not receive the trust fund acquisition grant. In February 2021 Edgewater created a Harbor Master Plan. In August 2021 the early concept plan came about. In January of 2023 the MEDC grant was awarded to the Village. In June 2023 the MEDC grant agreement was signed. Edgewater was contracted to do the conceptual plans. In summer and early fall we had 3 public engagement sessions. In December 2023 was the final concept plan. Fisher stated from November 2023 and December 2023 there was a shift in the dock orientation. In January 2024 the numbers were presented to us which were over budget. Both the Village and DNR asked Edgewater to go back and pull it back within budget so we have a project we can work with. Edgewater presented a Phase 1. Fisher explained for the Phase 1 portion of the project the village would need approximately 5 million dollars. Fisher explained the future timeline as well as

what may be cut in order to fit this project within budget. It takes 12-18 months to get the EGLE permit for the dock side, boardwalk, and infrastructure. We coming to a point where we are starting to fall behind the timeline. The grant agreement deadline is 12-31-25. There is a chance this could be extended.

Vicki McGee, DNR, gave a PowerPoint presentation of the Harbor Redevelopment Project with the orientation of the docks and why it has changed. The original dock orientation went North & South. Our team has had further conversations regarding this. We are trying to respond to the highest possible way to meet our boaters needs. We are looking into the long broadside dock system which is East & West. We currently do not have a broadside system. From an operational standpoint it is a great advantage to have the broadside system. It gives us more flexibility to bring in bigger boats as well as normal size boats. If we cannot get the money to build the whole project at once, what might Phase I look like? It would include the broadside version, a fuel dock, and service area for our staff. What we thought was the most important to the Village was the alignment of the dock with Huron Avenue. We have kept that design. We have kept in mind the walkability portion of the dock system and tried to keep it to a minimum. With the previous plan it did not give a site line to our staff who was coming into the marina. The new plan opens that up. We tried to keep in mind what the boaters wanted with the survey. In the new plan, we have kept and respected that relationship of the main dock off of Huron Ave.

McGovern opened it up to questions and answers from the audience. The DNR has 30 seasonal slips with most of them being under 30 ft. The private marina is separate and pursuing their own redevelopment at this time. Lengthy discussion followed on answering the public's questions. The public made it clear they are interested in the upland portion redevelopment. McGee stated it would cost approximately 5 million for Phase I of the DNR portion of redevelopment. VanDyke asked how much the DNR has raised. Discussion followed on the number of slips in the new plan, easier transient dockage, and additional broadside dockage. McGee stated theoretically Phase 2 should go quickly. The entire DNR plan would cost approximately 7-8 million dollars to complete. VanDyke asked the DNR to consider additional broadside dockage with finger piers. The public wants to make sure the Village doesn't end up with an unfinished project for the uplands portion. Will Morris asked what the drop-dead deadline is and how important it is to work collaboratively with the DNR. VanDyke asked the DNR to take into consideration all the comments from the public this evening.

**MOTION** by Adams, to send to the Council to approve a split of the 8 million dollars for the Lexington Harbor improvement projects, 5 million to the Lexington uplands and 3 million to the DNR Harbor.  
Motion failed due to lack of support.

Bender asked Vicki McGee if Phase 1 for the DNR cost 5 million dollars and the DNR currently has a grant for 2 million dollars is the DNR looking for 3 million dollars from the Village. McGee stated between the 2-million-dollar grant that is coming and we have 3 million of water waste state dollars that would be 5 million to build phase I. If we had the additional monies from the Village approximately 3 million, we think we could have a whole project to build. McGee stated we are working on securing the 5 million now for the DNR portion. Discussion followed.

2. **Village Events – Fireworks / Parade / Tree-Lighting Funding** – McGovern explained the LBA use to do these events. The LBA currently needs help with these events. Discussion followed.

**MOTION** by Bender, seconded by Kaatz, to table this until the next DDA meeting with a formal request from the LBA in the amount they are requesting for the event that they are requesting it for.

All Ayes

Motion carried

#### **PUBLIC COMMENT:**

- Joann Adams – commented on making a formal request to send this to Council.

#### **ADJOURNMENT:**

McGovern adjourned the meeting at 6:49 p.m.

Respectfully submitted,  
Vicki Scott

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000-001.100	EASTERN MICHIGAN BANK	40,234.50
248-000-017.000	INVESTMENTS IN SECURITIES GOV MIC	0.00
248-000-017.100	POOLED INVESTMENT ACCOUNT GOV.MIC	378,065.52
248-000-018.100	ACCOUNTS RECEIVABLE	0.00
248-000-076.001	DUE FROM LEX TOWNSHIP	0.00
248-000-123.000	PREPAID EXPENSES	0.00
<b>Total Assets</b>		<b>418,300.02</b>
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	0.00
248-000-257.100	ACCRUED WAGES	0.00
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
248-000-390.000	FUND BALANCE ACCOUNT	303,543.55
<b>Total Fund Balance</b>		<b>303,543.55</b>
<b>Beginning Fund Balance</b>		<b>303,543.55</b>
<b>Net of Revenues VS Expenditures</b>		<b>114,756.47</b>
<b>Ending Fund Balance</b>		<b>418,300.02</b>
<b>Total Liabilities And Fund Balance</b>		<b>418,300.02</b>

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR MONTH 04/30/2024	YTD BALANCE 04/30/2024	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET			
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Revenues</b>						
Dept 248 - ****DDA EXPENSES****						
248-248-402.500	DDA TAXES FROM VILLAGE	101,124.00	101,124.00	0.00	90,647.25	89.64
248-248-402.600	DDA TAXES FROM TOWNSHIP	83,750.00	83,750.00	0.00	97,515.38	116.44
248-248-477.000	INTERNET REVENUE	0.00	0.00	0.00	0.00	0.00
248-248-665.000	INTEREST EARNED	3,000.00	10,000.00	0.00	8,855.93	88.56
248-248-686.500	MISC ACCT OF REVENUE	0.00	1,750.00	0.00	1,750.00	100.00
248-248-699.000	TRANSFER IN OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
248-248-699.101	TRASFER IN FROM GENERAL FUND FOR CAPITA	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 248 - ****DDA EXPENSES****</b>		<b>187,874.00</b>	<b>196,624.00</b>	<b>0.00</b>	<b>198,768.56</b>	<b>101.09</b>
<b>TOTAL REVENUES</b>						
		187,874.00	196,624.00	0.00	198,768.56	101.09
<b>Expenditures</b>						
Dept 248 - ****DDA EXPENSES****						
248-248-699.940	ADMINISTRATIVE REIMBURSEMENT	11,001.00	11,001.00	916.74	9,167.40	83.33
248-248-702.600	DPW WAGES	30,000.00	30,000.00	1,689.36	17,892.90	59.64
248-248-709.100	MATCH - SOCIAL SECURITY	2,437.00	2,437.00	127.38	1,397.84	57.36
248-248-710.500	MICH EMP SEC COM	300.00	300.00	0.00	83.34	27.78
248-248-713.650	DPW-WATER WAGES OVERTIME	0.00	0.00	0.00	546.30	100.00
248-248-715.400	PENSION	3,600.00	3,600.00	245.11	2,162.18	60.06
248-248-716.401	AXA EQUITABLE MATCH	1,000.00	1,000.00	78.26	673.53	67.35
248-248-719.200	BLUE CROSS	7,200.00	7,200.00	533.08	4,842.59	67.26
248-248-724.300	LIFE INSURANCE	260.00	260.00	63.22	199.69	76.80
248-248-752.000	SUPPLIES	4,000.00	4,000.00	155.00	1,617.54	40.44
248-248-779.000	CHRISTMAS SUPPLY	15,000.00	15,000.00	0.00	7,105.84	47.37
248-248-797.000	COMPUTER-HARDWARE-SOFTWARE	0.00	0.00	0.00	0.00	0.00
248-248-802.000	AUDIT	0.00	0.00	0.00	0.00	0.00
248-248-802.200	CONTRACTED SERVICES	25,000.00	25,000.00	100.00	3,301.44	13.21
248-248-811.000	LEGAL	500.00	500.00	0.00	0.00	0.00
248-248-850.000	PHONE/INTERNET EXPENSE	0.00	0.00	0.00	0.00	0.00
248-248-852.100	MUSIC	500.00	500.00	0.00	0.00	0.00
248-248-861.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
248-248-880.100	ADVERT/PUBLICATIONS	12,000.00	12,000.00	0.00	6,000.00	50.00
248-248-909.500	EDUCATION AND TRAINING	1,000.00	1,000.00	0.00	425.00	42.50
248-248-915.000	MEMBERSHIP/DOES	200.00	200.00	0.00	200.00	100.00
248-248-934.000	LANDSCAPING MAINTENANCE	15,000.00	15,000.00	0.00	47.00	0.31
248-248-937.100	DDA SERVICE PROVIDED BY VILLAGE	0.00	0.00	0.00	0.00	0.00
248-248-940.700	DPW EQUIPMENT	15,000.00	15,000.00	986.76	16,548.07	110.32
248-248-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
248-248-956.200	DONATION	7,500.00	7,500.00	0.00	0.00	0.00
248-248-967.000	DDA GRANT	30,000.00	30,000.00	0.00	11,801.43	39.34
248-248-977.000	CAPITAL OUTLAY	5,000.00	5,000.00	0.00	0.00	0.00
<b>Total Dept 248 - ****DDA EXPENSES****</b>		<b>186,498.00</b>	<b>186,498.00</b>	<b>4,894.91</b>	<b>84,012.09</b>	<b>45.05</b>
<b>TOTAL EXPENDITURES</b>						
		186,498.00	186,498.00	4,894.91	84,012.09	45.05
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:</b>						
<b>TOTAL REVENUES</b>		187,874.00	196,624.00	0.00	198,768.56	101.09
<b>TOTAL EXPENDITURES</b>		186,498.00	186,498.00	4,894.91	84,012.09	45.05



PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR MONTH 04/30/2024	YTD BALANCE 04/30/2024	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
NET OF REVENUES & EXPENDITURES		1,376.00	10,126.00	(4,894.91)	114,756.47	1,133.29

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
04/01/2024			<b>248-248-699.940 ADMINISTRATIVE REIMBURSEMENT</b>		BEG. BALANCE		8,250.66
04/30/2024	GJ	JE	ADMIN. REIMBURSEMENT APRIL 24	2919	916.74		9,167.40
04/30/2024			248-248-699.940	END BALANCE	916.74	0.00	9,167.40
04/01/2024			<b>248-248-702.600 DPW WAGES</b>		BEG. BALANCE		16,203.54
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		417.19		16,620.73
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		948.39		17,569.12
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		167.90		17,737.02
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		155.88		17,892.90
04/30/2024			248-248-702.600	END BALANCE	1,689.36	0.00	17,892.90
04/01/2024			<b>248-248-709.100 MATCH - SOCIAL SECURITY</b>		BEG. BALANCE		1,270.46
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		31.48		1,301.94
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		71.51		1,373.45
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		12.65		1,386.10
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		11.74		1,397.84
04/30/2024			248-248-709.100	END BALANCE	127.38	0.00	1,397.84
04/01/2024			<b>248-248-710.500 MICH EMP SEC COM</b>		BEG. BALANCE		83.34
04/30/2024			248-248-710.500	END BALANCE	0.00	0.00	83.34
04/01/2024			<b>248-248-713.650 DPW-WATER WAGES OVERTIME</b>		BEG. BALANCE		546.30
04/30/2024			248-248-713.650	END BALANCE	0.00	0.00	546.30
04/01/2024			<b>248-248-715.400 PENSION</b>		BEG. BALANCE		1,917.07
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		81.08		1,998.15
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		164.03		2,162.18
04/30/2024			248-248-715.400	END BALANCE	245.11	0.00	2,162.18
04/01/2024			<b>248-248-716.401 AXA EQUITABLE MATCH</b>		BEG. BALANCE		595.27
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		17.39		612.66
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		43.98		656.64
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		8.63		665.27
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		8.26		673.53
04/30/2024			248-248-716.401	END BALANCE	78.26	0.00	673.53
04/01/2024			<b>248-248-719.200 BLUE CROSS</b>		BEG. BALANCE		4,309.51
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		130.52		4,440.03
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		297.85		4,737.88
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		54.07		4,791.95
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		50.64		4,842.59
04/30/2024			248-248-719.200	END BALANCE	533.08	0.00	4,842.59
04/01/2024			<b>248-248-724.300 LIFE INSURANCE</b>		BEG. BALANCE		136.47
04/04/2024	AP	INV	LIFE INSURNACE APRIL 24	211963162768	21.09		157.56
04/25/2024	AP	INV	LIFE INSURANCE	211966440415	42.13		199.69
04/30/2024			248-248-724.300	END BALANCE	63.22	0.00	199.69
04/01/2024			<b>248-248-752.000 SUPPLIES</b>		BEG. BALANCE		1,462.54
04/04/2024	AP	INV	TRASH BAGS T.P.	7761	155.00		1,617.54
04/30/2024			248-248-752.000	END BALANCE	155.00	0.00	1,617.54
04/01/2024			<b>248-248-779.000 CHRISTMAS SUPPLY</b>		BEG. BALANCE		7,105.84
04/30/2024			248-248-779.000	END BALANCE	0.00	0.00	7,105.84
04/01/2024			<b>248-248-802.200 CONTRACTED SERVICES</b>		BEG. BALANCE		3,201.44
04/17/2024	AP	INV	DDA MINUTES 4-10-24	DDA 4/10/24	50.00		3,251.44
04/25/2024	AP	INV	DDA MIN. 4/22/24	DDA MIN. 4/22/24	50.00		3,301.44
04/30/2024			248-248-802.200	END BALANCE	100.00	0.00	3,301.44
04/01/2024			<b>248-248-880.100 ADVERT/PUBLICATIONS</b>		BEG. BALANCE		6,000.00
04/30/2024			248-248-880.100	END BALANCE	0.00	0.00	6,000.00
04/01/2024			<b>248-248-909.500 EDUCATION AND TRAINING</b>		BEG. BALANCE		425.00
04/30/2024			248-248-909.500	END BALANCE	0.00	0.00	425.00
04/01/2024			<b>248-248-915.000 MEMBERSHIP/DUES</b>		BEG. BALANCE		200.00
04/30/2024			248-248-915.000	END BALANCE	0.00	0.00	200.00
04/01/2024			<b>248-248-934.000 LANDSCAPING MAINTENANCE</b>		BEG. BALANCE		47.00
04/30/2024			248-248-934.000	END BALANCE	0.00	0.00	47.00

User: SHELLY

DB: Village Of Lexington

TRANSACTIONS FROM 04/01/2024 TO 04/30/2024

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
04/01/2024			<b>248-248-940.700 DPW EQUIPMENT</b>		BEG. BALANCE		15,561.31
04/30/2024	GJ	JE	DPW EQUIPMENT REIMBURSEMENT AP 2024	2920	986.76		16,548.07
04/30/2024			248-248-940.700	END BALANCE	986.76	0.00	16,548.07
04/01/2024			<b>248-248-967.000 DDA GRANT</b>		BEG. BALANCE		11,801.43
04/30/2024			248-248-967.000	END BALANCE	0.00	0.00	11,801.43
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY						4,894.91	84,012.09



To: Village of Lexington – Downtown Development Authority

From: Lori Fisher, Village Manager

Date: May 2, 2024

Re: Potential Public Safety Millage Capture

---

**Background:**

The Village of Lexington is reviewing the need for a possible Public Safety Millage. The millage would cover costs for fire safety, police, and ambulance coverage. Current costs associated with these coverages are in excess of \$480,000 and inflationary issues of recent years are expected to continue increasing at higher than normal rates.

Comparatively, the Village's tax revenues for the 23/24 year were \$382,000. The Village will not be able to continue coverage at current levels without additional revenue.

Public safety services benefit the residents and visitors of Lexington alike.

**Recommendation:**

It is recommended that the DDA support the need for the Public Safety Millage and agree to exclude tax capture of the potential millage.

**4/29/2024**

## **Moore Public Library**

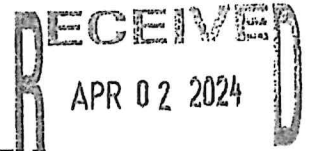
Additional clarifications based on comments during the April DDA meeting:

### **Quotes**

- Competitive Bids were required for the Selection of a General Contractor to oversee the entire project. There was a formal RFP process. Booms Construction was selected based on their bid.
- As a general Contractor, Booms Construction does their own competitive bids for subcontractors. For roofing there were only two subcontractors that participated. Marlette Roofing and Zimmer. Marlette Roofing was selected.
- The roofing project in this façade grant was not in the project scope originally. As is common on construction projects, the subcontractor selected in the original scope is maintained for ongoing work during the entire project. Therefore, there was not an additional RFP for this change, and only one set of firm estimates.

### **Timing**

- Some of the roofing work was completed prior to this façade grant but that isn't included in this request. Additional work was performed between the last DDA meeting and this month. The roofing work is still incomplete as of 4/30/2024 but ongoing to meet our summer completion date.



LEXINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
FACADE IMPROVEMENT PROGRAM APPLICATION

ALL APPLICANTS ARE ADVISED TO REVIEW THE DDA FACADE IMPROVEMENT PROGRAM POLICY AS IT IS DIRECTLY APPLICABLE TO THE FOLLOWING APPLICATION

Information and Attachments

1. Name of Applicant: Moore Public Library
2. Address of Applicant: 7239 Huron Ave.
3. Phone Number: 810-359-8267
4. Property Owner: Moore Public Library
5. Phone Number of Property Owner(s): 810-359-8267
6. (a) Property Address: 7245 Huron Ave.  
(b) Property Parcel ID Number: 152-300-000-048-01
7. Describe the Project (attach additional pages if needed):  

**Replace the roof on the building east of the current library, which is being renovated to expand the library. Part of the roof sheathing is damaged, and there is no insulation under the roof.**

**This was not part of the original project. When the building was inspected for blight, a note mentioned it as a possibility. Although the roof could be repaired and replaced in a couple of years, that doesn't make sense.**

**Currently, the R-value is 1 or 2. Once a new roof with insulation is installed, the R-value will increase to at least 30.**
8. (a) Proposed Project Start Date: April 2024  
(b) Proposed Project End Date: April 2024
9. Describe how the Project meets the purposes of the Facade Improvement Program:  

**The building being renovated was the most blighted in the downtown area. A major purpose of the Façade Improvement Program is to encourage the redevelopment of deteriorated or otherwise blighted real property.**
10. Attach two (2) written cost estimates, with breakdowns of the cost by category.  

**The work will be completed through Booms Construction, Inc., the contractors renovating the blighted building. Attached**
11. Attach a copy of the deed to the property. **Attached**

12. Attach a written statement from the property owner indicating that he/she approves of the project.

**The property owner is applying for the grant.**

13. Describe any conditions of blight existing at the property: **Attached**

14. Attach a statement from the Village of Lexington/Lexington Township's Assessor's office indicating that all personal and real property taxes on the property are paid up to date and that all payments of special assessments are current.

**The library is a public building and does not pay taxes. The EIN is 30-0067770.**

15. If the applicant is a business entity, attach evidence that it is currently in good standing. **NA**

16. Describe long-lasting improvements made by the project:

**The building is in the Central Business District. The library has a history of taking care of its property. We anticipate businesses will benefit from this renovation as more people use the library and attend events there. They will likely shop in our stores, dine at our restaurants, and conduct other business in our village. Nearly \$400,000 has been donated by community members and local businesses.**

**Certifications.**

By signing this application, the Applicant(s) certifies that this project complies with, and shall continue to comply with, all Village of Lexington regulations, codes and ordinances.

By signing this application, the Applicant(s) certifies that he/she has read and understands the conditions of the Facade Improvement Program and agrees to its terms, conditions, policies and guidelines.

By signing this application, the Applicant(s) agrees that this Application, along with the terms and conditions set forth in the Facade Improvement Program terms, conditions, policies and guidelines, shall become binding on the applicant and property owner.

The applicant(s) certifies that this application does not obligate the Village of Lexington or the Lexington Downtown Development Authority to provide the applicant with any money until such time that the application is approved by the ODA Board.

The applicant(s) understands that any financial assistance provided by the DDA or the Village of Lexington shall be limited to the amount granted by the DOA under the Facade Improvement Program.

The applicant( s) certifies that if the property is sold within three (3) years of the facade grant being awarded will result in the facade grant being forfeited and the applicant(s) must reimburse the DOA the full amount of the facade monies granted.

By signing this application, the Applicant(s) certifies that the information is true and accurate to the best of his/her knowledge as of the date of the application.

**APPLICANT(S)**

DATE: 4.2.24

Elizabeth Jackson  
PRINT NAME: ELIZABETH JACKSON

TITLE: \_\_\_\_\_

STATE OF MICHIGAN)

) ss

COUNTY OF SANILAC

On this 2 day of APRIL, 2024, before me a Notary Public in and for said County and State, appeared ELIZABETH JACKSON, to me personally known, who, being by me sworn, did say that he/she is the Applicant submitting this Application, together with all its attachments.

Lisa A. Hatch

Notary Public

SANILAC - County, Michigan

Lisa A. Hatch

Notary Public, Sanilac County, Michigan

My commission expires Sept. 24, 2026

My Commission Expires: 9/24/2026 Acting in SANILAC County

---

**THIS SECTION FOR DDA USE ONLY**

**Notes**

---

---

---

---

---

---

---

**DDA Recommendations**

---

---

---

---

---

---

---

Grant Approved By DDA Board:  Yes  No

Maximum Amount of Grant Awarded: \$ \_\_\_\_\_



## Cost Estimate

Below are the estimates for the new roof decking and the new roof with insulation. We are requesting a \$10,000 grant toward the new roof.

### New Roof Decking.

Demo of existing roofing materials (duro-last, 3/4" insulation, two layers of tar, and existing roof decking), including dumpsters and equipment. Installation of one layer of 3/4" T&G plywood with one layer of synthetic felt.

Additional wood blocking on the west parapet wall to accept additional insulation thickness.

Demo Cost: \$8,624.00  
Material Cost: \$4,486.00  
Labor Cost: \$3,014.00  
GC Overhead 15%: \$2,419.00  
**Total = \$18,543.00**

### New Duro-Last roof

6" of polyisocyanurate insulation to achieve a minimum R-value of 30.

New coping, gutter and downspouts, and all necessary flashing.

15-year Duro Last material and labor warranty.

Subcontractor cost: \$22,100.00  
GC Overhead 15%: \$3,315.00  
**Total = \$25,415.00**



SANILAC COUNTY  
NOVEMBER 1, 2017  
RECEIPT #86894

STATE OF MICHIGAN \$ 220.00-CO  
REAL ESTATE \$ 1500.00-ST  
TRANSFER TAX STAMP # 16954



LIBER 1353 PAGE 169

2017 NOV -1 PM 3:07



RECEIVED FOR RECORD  
MICHELE VANNORMAN, REGISTER OF DEEDS  
SANILAC COUNTY, MICHIGAN  
11/01/2017 3:17:20 PM

**WARRANTY DEED**

KNOW ALL MEN BY THESE PRESENTS: That Margaret M. Miller, survivor of Samuel R. Miller, whose certificate of death is recorded in Liber 1353, page 168, Sanilac County Records whose address is 5524 Lake Street, Lexington, MI 48450 convey(s) and warrant(s) to Moore Public Library, whose address is 7245 Huron Ave., Lexington, MI 48450, the following described premises:

Land Situated in the State of Michigan, County of Sanilac, Village of Lexington.

PARCEL 1:

Commencing at the Southeast corner of Section 25, Town 10 North, Range 16 East, thence North 33.0 feet along the East Section line, thence South 89 degrees 19 minutes 40 seconds West 99.48 feet along the North line of Huron Avenue to the point of beginning; RUNNING THENCE South 89 degrees 19 minutes 40 seconds West 25.17 feet along the North line of Huron Avenue, thence North 0 degrees 14 minutes 19 seconds West 85.0 feet along an existing building wall (as extended), thence North 89 degrees 19 minutes 40 seconds East 26.0 feet, thence South 0 degrees 19 minutes 34 seconds West 85.0 feet along the common wall of existing buildings (as extended) to the point of beginning.

PARCEL 2:

An easement for driveway purposes only over the South 16.5 feet of the North 80 feet of the East 25 feet of Lot 49; and the South 16.5 feet of the North 80 feet of Lot 48, Anson Simon's Plat of the Village of Lexington, according to the plat thereof as recorded in Liber of Town Plats, page 45, Sanilac County Records; in common with others.

Parcel No.: 152-300-000-048-01  
Commonly known as: 7245 Huron Ave., Lexington, MI 48450

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right of Farm Act.

The Grantors herein convey to Grantees all rights of division under Section 108 of the Michigan Land Division Act for the full consideration of Two Hundred Thousand And No/100 Dollars (\$200,000.00).

Subject to easements, reservations, restrictions and limitations of record, if any, and further subject to:

NONE

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Dated: October 31, 2017

Margaret M. Miller

State of Michigan  
County of Sanilac

The foregoing instrument was acknowledged before me this 31st day of October, 2017 by Margaret M. Miller.



Fidelity National Title Company, LLC

70 N. Elk Street, Sandusky, MI 48471

Phone: (810)648-3433

BUYER'S STATEMENT

Settlement Date: October 31, 2017
Disbursement Date: October 31, 2017
Buyer: Moore Public Library
7239 Huron Ave., P.O. Box 189
Lexington, MI 48450
Seller: Margaret M. Miller
5524 Lake Street
Lexington, MI 48450
Property: 7245 Huron Ave.
Lexington, MI 48450

Escrow Number: 1521138
Escrow Officer: Amy Schiller

Table with columns: \$ DEBITS, \$ CREDITS. Rows include: FINANCIAL CONSIDERATION (Sale Price of Property 200,000.00, Loan Amount), TITLE & ESCROW CHARGES (Title - 1/2 of Settlement Closing Fee 150.00, Title - 1/2 of Owner's Title Insurance 554.62, Policies to be issued: Owners Policy Coverage: \$200,000.00 Premium: \$1,109.25 Version: ALTA Owner's Policy 2006), GOVERNMENT CHARGES (Recording Fees 35.00, 1/2 of Transfer Taxes (\$1,720.00) 860.00), Subtotals (201,599.62), Balance Due FROM Buyer (201,599.62), TOTALS (201,599.62).

I have carefully reviewed the Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the Settlement Statement.

BUYER:

Moore Public Library
BY: [Signature]
Beth Schumacher
Director

I have caused or will cause the funds to be disbursed in accordance with the Statement which I have prepared.

To the best of my knowledge, the Settlement Statement which I have prepared is a true and accurate account of the funds which were received and have been or will be disbursed by the undersigned as part of the settlement of this transaction.

[Signature]
Fidelity National Title Company, LLC
Settlement Agent

# Property Transfer Affidavit **COPY**

This form is issued under authority of P.A. 415 of 1994. Filing is mandatory.

This form must be filed whenever real estate or some types of personal property are transferred (even if you are not recording a deed). The completed Affidavit must be filed by the new owner with the assessor for the city or township where the property is located within 45 days of the transfer. The information on this form is NOT CONFIDENTIAL.

1. Street Address of Property 7245 Huron Ave.	2. County Sanilac	3. Date of Transfer (or land contract was signed) October 31, 2017
4. Location of Real Estate (Check appropriate field and enter name in the space below.) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village  Lexington	5. Purchase Price of Real Estate \$200,000.00	6. Seller's (Transferor) Name Margaret M. Miller
6. Property Identification Number (PIN). If you don't have a PIN, attach legal description. <u>PIN</u> . This number ranges from 10 to 25 digits. It usually includes hyphens and sometimes includes letters. It is on the property tax bill and on the assessment notice.  152-300-000-048-01	8. Buyer's (Transferee) Name and Mailing Address Moore Public Library 7245 Huron Ave. Lexington, MI 48450	9. Buyer's (Transferee) Telephone Number (810)359-8267

~~Items 10-15 are optional. However, by completing them you may avoid further consequences.~~

10. Type of Transfer. <u>Transfers</u> , include, but are not limited to, deeds, land contracts, transfers involving trusts or wills, certain long-term leases and business interest. See page 2 for list. <input type="checkbox"/> Land Contract <input type="checkbox"/> Lease <input type="checkbox"/> Deed <input type="checkbox"/> Other (specify) _____		
11. Was this property purchased from a financial institution? <input type="checkbox"/> Yes <input type="checkbox"/> No	12. Is the transfer between related persons? <input type="checkbox"/> Yes <input type="checkbox"/> No	13. Amount of Down Payment
14. If you financed the purchase, did you pay market rate of interest? <input type="checkbox"/> Yes <input type="checkbox"/> No	15. Amount Financed (Borrowed)	

### EXEMPTIONS

Certain types of transfers are exempt from uncapping. If you believe this transfer is exempt, indicate below the type of exemption you are claiming. If you claim an exemption, your assessor may request more information to support your claim.

- Transfer from one spouse to the other spouse
- Change in ownership solely to exclude or include a spouse
- Transfer between certain family members \*(see page 2)
- Transfer of that portion of a property subject to a life lease or life estate (until the life lease or life estate expires)
- Transfer between certain family members of that portion of a property after the expiration or termination of a life estate or life lease retained by transferor \*\* (see page 2)
- Transfer to effect the foreclosure or forfeiture of real property
- Transfer by redemption from a tax sale
- Transfer into a trust where the settlor or the settlor's spouse conveys property to the trust and is also the sole beneficiary of the trust
- Transfer resulting from a court order unless the order specifies a monetary payment
- Transfer creating or ending a joint tenancy if at least one person is an original owner of the property (or his/her spouse)
- Transfer to establish or release a security interest (collateral)
- Transfer of real estate through normal public trading of stocks
- Transfer between entities under common control or among members of an affiliated group
- Transfer resulting from transactions that qualify as a tax-free reorganization under Section 368 of the Internal Revenue Code
- Transfer of qualified agricultural property when the property remains qualified agricultural property and affidavit has been filed
- Transfer of qualified forest property when the property remains qualified forest property and affidavit has been filed
- Transfer of land with qualified conservation easement (land only - not improvements)
- Other, specify: \_\_\_\_\_

### CERTIFICATION

I certify that the information above is true and complete to the best of my knowledge.

Printed Name Beth Schumacher, Library Director	Signature <i>Beth Schumacher</i>	Date October 31, 2017
Name and title, if signer is other than the owner	Daytime Phone Number 810-359-8267	E-mail Address

**PROPERTY TRANSFER AFFIDAVIT  
DISCLOSURE/BUYER RESPONSIBILITY**

COPY

We, the undersigned purchaser/grantee/transferee, have been advised that under Act 415, P.A. of 1994, Form L-4260 (1-15) MUST BE COMPLETED AND RECEIVED BY THE LOCAL ASSESSOR WITHIN FORTY-FIVE (45) DAYS OF THE DATE OF TRANSFER.

For Property classified as other than industrial real or commercial real, Michigan law provides a penalty of Five And No/100 Dollars (\$5.00) per day for each separate failure to file a Property Transfer Affidavit up to a maximum of Two Hundred And No/100 Dollars (\$200.00) for each parcel.

For Property classified commercial real or industrial real with a sales price of One Hundred Million And No/100 Dollars (\$100,000,000.00) or less the penalty is Twenty And No/100 Dollars (\$20.00) per day up to a maximum of One Thousand And No/100 Dollars (\$1,000.00).

For property classified commercial or real industrial with a sales price over One Hundred Million And No/100 Dollars (\$100,000,000.00) the penalty is Twenty Thousand And No/100 Dollars (\$20,000.00) unless the taxpayer can demonstrate that the failure of file was due to reasonable cause and not due to willful neglect. If the taxpayer can make that demonstration then the penalty is Twenty And No/100 Dollars (\$20.00) per day up to a maximum of One Thousand And No/100 Dollars (\$1,000.00). Penalties begin to accrue after the forty-five (45) day filing deadline has passed. However, the governing body of a local unit of government may adopt a resolution waiving this penalty.

WE HEREBY ACCEPT THE RESPONSIBILITY FOR FILING THE L-4260 (1-15) form with our local city/township assessor. We have received this form from Fidelity National Title Company, LLC on October 31, 2017.

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Moore Public Library

BY:

Beth Schumacher

Beth Schumacher  
Director

10-31-17

Date

**Village Council Meeting**

**May 20, 2019**

P. BLIGHT DESIGNATION FOR MOORE PUBLIC LIBRARY – Motion by Jarosz, seconded by Schultz, to accept the recommendation of Village Manager, Holly Tatman to declare 7245 Huron Avenue an obsolete and blighted property as per Village Ordinance Chapter 10, Article II, Section 31.1. Discussion Roll Call Ayes- Jarosz, Schultz, Ehardt, Picot, Muoio, Fulton, Kaatz Nays- None Motion carried. Q. MHP RULES AND



Michicode LLC  
18144 Millar  
Clinton Twp., Michigan 48036  
586-219-9942  
[Frankb58@yahoo.com](mailto:Frankb58@yahoo.com)

---

On March 3, 2019, I made a site visit to the Lexington Library Expansion building (referred to as "annex"), in Lexington Michigan for the purpose to review code deficiencies requiring upgrade during redevelopment. All code sections referenced are from the Michigan Building Code 2015, unless otherwise noted. All opinions expressed were based on current conditions during the inspection and do not otherwise represent full compliance of all construction codes and zoning ordinances.

#### **Type of Construction /Height and Area**

The building is constructed as type 3B construction (combustible/not protected). The current occupancy classification for the building is "M", mercantile. This is a separate building from the existing library and the east and west walls are composed of 12" concrete masonry units. The proposed renovations include creating an opening in the west wall of the first floor and combining the existing library with this building into one structure. Estimating the occupant load of the existing library from scaled drawings at under 50 allowed it to be classified as a "B", business use. The cumulative occupant load of both areas (existing and proposed expansion building) would place the occupant load of the single structure at around 100. This would change the occupancy to A3(assembly) .

Assuming the existing library is also Type 3B construction, the expansion and the existing library will meet the height and area limitations for an A3.

#### **Fire-resistance ratings**

- Exterior bearing walls will require a 2 hour fire resistance rating so any renovations of the annex will have to take that into consideration. Also, a residential door was installed in the 2 hour exterior wall to the east (which is on the property line). Protected or unprotected openings are not allowed on the property line, so this door will have to be removed and the opening repaired.

## Fire protection systems

- While fire suppression and fire alarm systems are not required for the intended use, the building lacks any fire extinguishers as required under 906.1.

## Egress

- Egress illumination throughout entire building is not compliant with 1006, including emergency power back up either through battery or a generator in areas prescribed by 1006.3. All paths of egress will require illumination of an average of 1 foot-candle at the floor through path of egress.
- Exit signage is not compliant under 1011.1
- Exit doors are not code compliant and require landings at both sides of the door which are the same elevation.
- Exit doors must be replaced or modified to include panic bars as required by 1010.1.10
- The existing stairway is not code compliant in several respects: the existing stair enclosure is being used for storage; the stair risers exceed code by at least 1.25 inches; and stair treads are at least 1.5 inches too narrow.
- Planned use of the 2nd floor is not code compliant without a second means of egress from the 2nd story. Table 1006.3.2 requires the addition of a second stairway or other code compliant means of egress.
- The existing stairway and the required second means of egress stairway cannot be used for storage (as the existing stairway currently is). Both must be within fire rated enclosure (current stairway non-compliant in this regard) which extends from floor slab to deck of roof. Further, because the existing floor has no fire resistance rating, the stair shafts must be self-supporting and the fire rated enclosure must continue to exterior of the building.

## Structural

- While my expertise does not extend to assessment of the building's structural integrity, I did observe certain elements which may be suggestive of possible structural issues. For example, where the roof structure and sheathing is exposed by damaged ceiling tiles, I was able to observe that the roof sheathing is water marked from the underside and delaminated in places. Once the entire underside of the roof is exposed I advise consulting with a structural engineer to assess the integrity of the framing and sheathing.



### **Accessibility**

- The building does not meet code requirements for barrier free design. Given that the planned change in occupancy load will involve 50% or more of the floor area of what is intended to be a public facility, the entire public facility must meet the barrier free design requirements of the state construction code (PA1 of 1966).
- There is an old lift at the rear of the building that was not in working order. A new elevator complying with ICC A 117.1 requirements will need to be added to comply with the code.
- The annex currently has one exit/entrance. The proposed combination of the structures shows 3 entrance/exits. 60% of the exits must be accessible and currently the one exit of the annex does not comply.
- Code also requires that a minimum number of parking spaces must be provided in accordance with Table 1106.1 with 1 van-accessible parking space for every 6 accessible spaces or fraction thereof.

### **Energy compliance**

- The building fails to comply with Michigan Energy Code 2015 in several respects. Compliance for the exterior envelope would include, among other items, U factors for doors and storefront glazing and wall insulation. Assuming roof will need to be stripped to deck or replaced altogether, R-30 above the sheathing would be required.

### **Mechanical**

- Given anticipated new use and increased occupant load, the building does not currently meet code relative to outside air supply and make up air for exhaust fans. Combination of the two buildings with relocation of the heating system would require entirely new system that meets all recent code updates.

### **Electrical/Plumbing**

- The occupant load of the entire building will have to be assessed to meet compliance with Chapter four of the 2015 Michigan Plumbing code for required fixtures. The only existing, unisex bathroom is not handicapped accessible and, therefore, does not meet code. Any new bathrooms will be required to be accessible to the handicapped.
- The existing library and the annex have separate electrical service drops which will be required, by code, to be combined into one. I observed numerous code violations in the existing electrical system including open junction boxes, electrical splices not in boxes, hanging wire, and open electrical distribution panels. In addition, all existing wiring in the annex is non-metallic sheathed cable. This may or may not be allowed depending on the final occupant load.

### **Parking/Site Upgrades**

- Although the building code does not address parking areas and site improvements beyond accessibility requirements, zoning ordinances will most surely require not only parking areas which are properly surfaced and correctly laid out for proper drainage. Typically site upgrades including landscaping, exterior lighting, signage and exterior finishes as prerequisites for developments of this size.

### **Miscellaneous**

- I observed older vinyl floor tiles with exposed black mastic at the rear mechanical room. Also, older ceiling tiles, some which may have been attached with mastic may contain hazardous materials including asbestos. It is recommended a hazardous material survey be performed before the start of construction.
- The second floor of the annex is comprised of tongue and groove pine flooring. There are signs of water damage and several areas of either missing flooring or buckled flooring. The floor will be require to be repaired extensively to remove all trip hazards or removed and replaced.

Frank Bayer  
PA54# 4098  
March 10, 2019

For DDA Meeting

### **4<sup>th</sup> of July Fireworks & Parade, Christmas Tree Lighting**

The 4<sup>th</sup> of July Fireworks & Parade and The Christmas Tree Lighting are part of the fabric of our village. These events must continue with certainty and excellence.

The 4<sup>th</sup> of July fireworks are expensive (approx. \$15K for the pyrotechnics alone) with plenty of village services. The LBA has paid for the fireworks for many years relying on donations and sponsorships. They used to easily cover costs and maintain a surplus but have struggled to break even recently.

The 4<sup>th</sup> of July Parade is still well attended and there are some really fun and lively elements, but it has been in gradual decline. In 2023 there were only 42 parade entrants and 2 of those didn't show up. Parade costs are minimal as are entrant fees. Calling it the 'Pickle Parade' with all the pickle give-aways was excellent. Still, the overall parade needs to be reinvigorated.

The Tree Lighting event was very successful in 2023 and handled mostly by Tracy Zysk, Kristen Kaatz and other village representatives including the DPW, Fire and Police. The tree was donated by an LBA trustee. The DDA funded nearly all the costs.

**At this DDA meeting, a request to authorize the use of DDA funds to pay up-front costs for the 4<sup>th</sup> of July Celebration is being made. Up-front costs could include contracted administrative expenses. We currently have \$25,000 authorized (\$2,125 spent, \$22,775 remaining) to reimburse the LBA for valid event expenses. We could redirect these funds as needed. The Tree Lighting will be a future discussion.**

**Minimally, we would like these events to be self-supporting, but the preferred goal is to run a surplus that could support all efforts within the DDA boundary.**

## 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 April 2024

Invoices attached that have been already paid for by the LBA

1. Invoice from Hill Tree Services, LLC from 1/15/24 for 750.00 that was for setting up lights, ornaments and light timer to the Christmas tree for the Lexington Tree Lighting 2023.
2. Invoice from Road Runner Timing from 5/1/24 for \$750 for the Race Timing/bibs for the 5k run on May 4th, 2024.

**Total request for approval: \$1500.00**

Fiscal YTD Summary:

Total Budget Amount	\$25,000.00
December 2023	\$1,148.04
January 2023	\$976.35
February 2023	
March 2023	
<b>April 2023</b>	<b>\$1,500.00</b>
May 2023	
June 2023	
<b>Remaining Balance</b>	<b>\$21,375.61</b>



INVOICE DATE:

Joseph Hill  
 2832 Harnock Road  
 Applegate, Michigan 48401  
 (810) 300-2342  
 Josephhill016@gmail.com

Customer Name:	Tracy - Lex Tree Lights
Street Address:	
City/Postal:	
Phone Number:	1-586-219-4525
Email Address:	

Work Detail	Amount
Install c-9 lights on tree. 7- strands lights and install star on top supplied. Timer installed and all bulbs supplied 2- extra strands added to tree on Dec 1 Friday. Invoice date 1-15-24 sent	\$750. <sup>00</sup>
<b>Total Amount</b>	<b>\$ <del>750.00</del></b>

Please make all checks payable to HILL TREE SERVICES LLC.

If you have any questions or concerns regarding the service or fees, please contact Joe Hill at 810-300-2342 by call, text or email. **THANK YOU FOR YOUR BUSINESS!**

Client Approval Signature:

# Road Runner Timing

# INVOICE

327 Huron Ave  
Port Huron, MI 48060

Run for Roses 5K

INVOICE DATE May 1, 2024

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	Service Fee Race Timing/bibs		750.00
		SUBTOTAL	720.00
		TAX	PAID
			PAY THIS AMOUNT

**DIRECT ALL INQUIRIES TO:**

Greg Whitan  
810-531-6483  
[whitican@yahoo.com](mailto:whitican@yahoo.com)

**MAKE ALL CHECKS PAYABLE TO:**

Gregory Whitan  
Road Runner Timing  
327 Huron Ave  
Port Huron, MI 48060

**THANK YOU FOR YOUR BUSINESS!**  
Please make payment within 5 business days