

Village of Lawton
DOWNTOWN DEVELOPMENT AUTHORITY
125 S. MAIN, LAWTON MI 49065 269.624.6407
WEDNESDAY, JULY 20, 2022 - 7:00 P.M.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda - Changes/Additions/Deletions**
4. **Approval of Minutes – May 18, 2022**
5. **Treasurers Report**
6. **Unfinished Business**
 - a. Dunk Tank – net \$330, \$50 rental; PROFIT = \$280
 - b. 2022 Façade Application
 - Red Brick Hall payment request for reimbursement
 - c. Pickleball grant update
7. **New Business**
 - a. Election of Vice Chair
 - b. Farmers Market Update – moved to Reid Field (Vineyard Square)
 - c. Union St changing to one way
8. **Committee Reports**
9. **Public Comments** (please limit to 3 minutes)
10. **DDA Board / Staff Comments**
 - a. \$1 M allocation from State budget for water/sewer expansion (Nesbitt)
11. **DDA Chair Comments**
12. **Adjournment**

Village of Lawton Downtown Development Authority
May 18, 2022
Regular Meeting

Tom Osborne called the May 18, 2022 meeting to order at 7:05 pm.

Present: K Drew, G Dudek, L Dudek, K Kozik, D Lawson, N Marks, T Osborne, and Village Manager Lisa Imus

Absent: D Dluge, Z Shinabargar, R Turner

Visitors:

Agenda: Motion K Drew; Support G Dudek, to approve the agenda. Motion carried.

Minutes: Motion N Marks; Support L Dudek, to approve the minutes of April 20, 2022 Motion unanimously carried.

Treasurers Report:

Unfinished Business: Gail gave an update on the rising cost of flowers this year as well as the delivery fee. Flowers are for park, cemetery, and 33 pots.

Golf cart update: Ozzy will be picking the cart up before

Memorial Day.

Lisa gave an update on park renovations.

The Splash Pad will be opened by Memorial Day by the DPW.

New Business: Review of 2022 Façade applications.

Motion G Dudek; Support D Lawson; to approve payment to Deb Lee if her application is in compliance with our rules. Motion unanimously carried.

Motion N Marks; Support K Drew; to acknowledge the application from New Community Church and await the finalization of their permit. Motion unanimously carried.

Discussion on not having a deadline for Façade applications. First come first serve.

There being no further business Motion K Drew; Support G Dudek to adjourn. Motion carried. Meeting adjourned @ 7:50 pm.

Our next scheduled meeting is June 15, 2022

Respectfully Submitted,
Deborah Lawson, Secretary

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	NORMAL	06/30/2022	(ABNORMAL)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - GENERAL							
248-000-4020	VILLAGE GENERAL TAXES DUE TO DDA	4,250.00		924.89		3,325.11	21.76
248-000-6940	MISCELLANEOUS INCOME	1,000.00		3,200.00		(2,200.00)	320.00
Total Dept 000 - GENERAL		5,250.00		4,124.89		1,125.11	78.57
TOTAL REVENUES		5,250.00		4,124.89		1,125.11	78.57
Expenditures							
Dept 000 - GENERAL							
248-000-7570	OPERATING SUPPLIES	1,500.00		953.12		546.88	63.54
248-000-8160	FACADE GRANT	5,000.00		0.00		5,000.00	0.00
248-000-9430	EQUIPMENT RENTAL OR LEASE	1,000.00		5,145.00		(4,145.00)	514.50
248-000-9790	SPLASH PAD	20,000.00		0.00		20,000.00	0.00
Total Dept 000 - GENERAL		27,500.00		6,098.12		21,401.88	22.17
TOTAL EXPENDITURES		27,500.00		6,098.12		21,401.88	22.17
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		5,250.00		4,124.89		1,125.11	78.57
TOTAL EXPENDITURES		27,500.00		6,098.12		21,401.88	22.17
NET OF REVENUES & EXPENDITURES		(22,250.00)		(1,973.23)		(20,276.77)	8.87

June 2022 Treasurer's Report
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FY 22/23

Fund Balance:		Total
	Restricted Fund Balance (Splash Pad/Pickleball)	\$ 25,795.00
	Unrestricted Fund Balance	\$ 42,265.02
		\$ 68,060.02

	2022 / 2023 Budget	YTD Received	Outstanding
Revenues			
Use of Restricted FB	\$ -	\$ -	\$ -
Use of Unrestricted FB	\$ -	\$ -	\$ -
Tax Income (TIF \$)	\$ 4,250.00	\$ 924.89	\$ (3,325.11)
Misc Income (Flower \$)	\$ 1,000.00	\$ 3,200.00	\$ 2,200.00
Total Revenue:	\$ 5,250.00	\$ 4,124.89	\$ (1,125.11)

		YTD Spent	Available Balance
Expenditures			
Operating Supplies	\$ 1,500.00	\$ 953.12	\$ 546.88
Facade Program	\$ 5,000.00	\$ -	\$ 5,000.00
Equipment Lease/Purchase	\$ 700.00	\$ 5,145.00	\$ (4,445.00)
Pickleball Court Grant Match	\$ 20,000.00	\$ -	\$ -
Total Expenditures:	\$ 27,200.00	\$ 6,098.12	\$ 1,101.88
		Total Available Fund Balance:	\$ 46,110.02

PROPOSED BUDGET AMENDMENT:			
		YTD Spent	Available Balance
Expenditures			
Operating Supplies	\$ 1,500.00	\$ 953.12	\$ 546.88
Facade Program	\$ 5,000.00	\$ -	\$ 5,000.00
Equipment Lease/Purchase	\$ 5,145.00	\$ 5,145.00	\$ -
Pickleball Court Grant Match	\$ 26,000.00	\$ -	\$ 26,000.00
Total Expenditures:	\$ 37,645.00	\$ 6,098.12	\$ 31,546.88
		Total Available Fund Balance:	\$ 35,665.02

Red Brick Hall received two quotes. One for \$6,700, and the other for \$7,605 for the following repairs to the property:

- 1. repair/replace and paint all eve trim (340')
- 2. Tuck point foundation stones and brick
- 3. Replace bad deck spindles and misc. work
- 4. Lift Rental

So far, they have only completed item #1, repair/replace and paint all eve trim (340')

They have submitted a paid invoice in the amount of \$2,762.12 and would like consideration for this to complete their façade improvement grant. I told them I would present to the DDA for a decision.

Michael A. Child
7002 S. 24th
Louisville, KY 40258

Contractors Invoice

<i>Red Brick Hall</i>		<i>3000</i>	
<i>W. Flagg</i>			
<i>Louisville, KY 40263</i>			
<i>Job No.</i>	<i>Contract No.</i>	<i>Invoice No.</i>	<i>Date</i>
	<i>Sub-Service</i>		

Repair/replace/repaint/brick/paint/

Network - Labor 2762.12

Paint in full
400

Jan 30/21

All material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____

Amount \$ 2762.12 (U.S.)

This is a Partial Full invoice due and payable to: _____

In accordance with our Agreement Partial Full None None None None None None None None

© 2000 1000

2022 PROPOSED FARMER'S MARKET LAYOUT



This is the proposed Farmer's Market layout. Their first Saturday will be July 15th from 10a to 2p. in "Vineyard Square", the empty lot between Wagoner's and Big T's.

Ray Reid has asked us to keep the fence wire until the transfer closes, which should be in early August. This is the layout we have devised with the Farmer's Market volunteers. There is an entrance in the wire at the NW corner of the lot (on Union near the alley). Farmer's Market vendors will drive their vehicles in that entrance. After the vendors are in, we will put two cones in the drive to keep customers from driving in the lot.

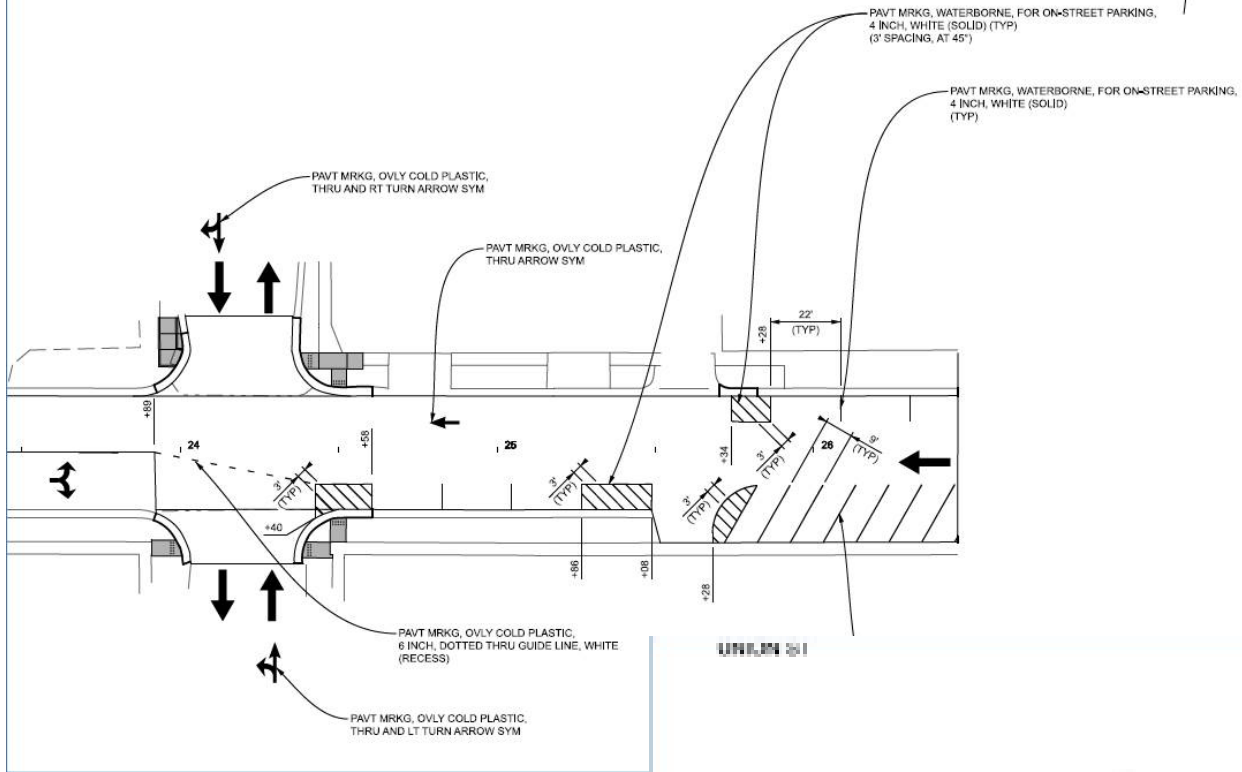
There will be a 4' to 5' walkway around the outer edge of the lot for customers to walk (between the green and yellow lines). The vendors will set their tables and tents up between the yellow and orange lines, and then park behind their tents/tables.

Customers can walk in the drive, or just duck under the wire.

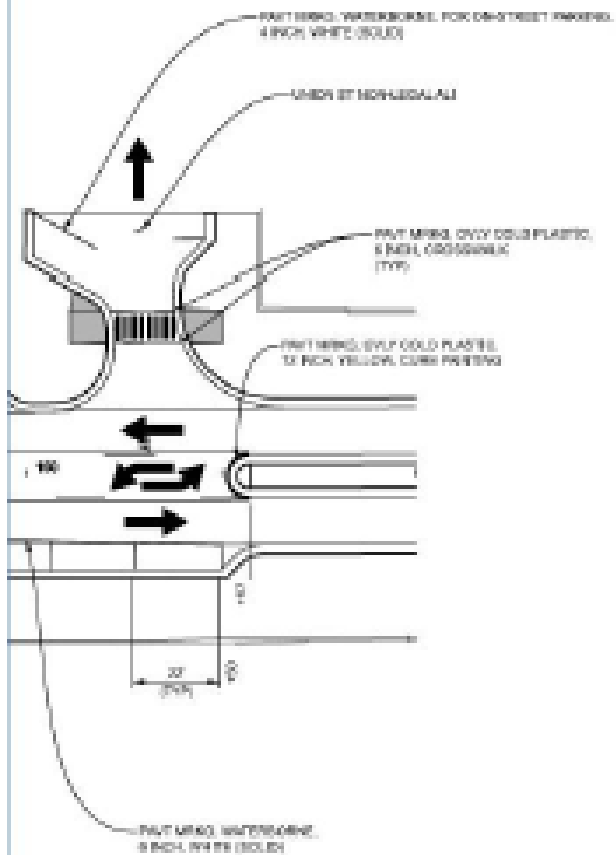
WEST ST

W MERCHANT DR

SECTION 32
T3S, R13W
VILLAGE OF LAWTON



LINE 31



BM-10