

Village of Lawton
DOWNTOWN DEVELOPMENT AUTHORITY
125 S. MAIN, LAWTON MI 49065 269.624.6407
Wednesday, January 18, 2023 - 7:00 P.M.

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda - Changes/Additions/Deletions**
- 4. Approval of Minutes – September 21, 2022**
- 5. Treasurers Report**
- 6. Unfinished Business**
 - A. Winter Events
 - B. Chancy Lewis Park Improvements Update
- 7. New Business**
- 8. Committee Reports**
- 9. Public Comments (please limit to 3 minutes)**
- 10. DDA Board / Staff Comments**
- 11. DDA Chair Comments**
- 12. Adjournment**

Village of Lawton Downtown Development Authority
November 21, 2022 – 7:00 pm
Regular Meeting

1. **Call to Order:** Chairperson Osborne called the November 21, 2022 meeting to order at 7:02 pm.
2. **Roll Call: Present:** D Dlugie, K Drew, G Dudek, K Kozik, T Osborne, Z Shinabargar, L Dudek, N Marks, Chris McComis and L Imus, Village Manager **Absent:** R Turner and D Lawson
3. **Agenda:** Motion G Dudek; Support Z Shinabargar, to approve the agenda. Motion carried.
4. **Minutes:** Motion Z Shinabargar; Support G Dudek, to approve the minutes of October 5, 2022. Motion unanimously carried.
5. **Treasurers Report:** A treasurers report was presented that noted \$41,953 in available unrestricted fund balance and \$19,795 in restricted fund balance.
6. **DDA Appointments and Election of Officers:** Chris McComis is being appointed by the Lawton Village Council to serve the open term running from November 2022 through November of 2026. Deborah was also reappointed to the same term. K Kozik, supported by L. Dudek made a motion to nominate and approve the same current slate of officers – T Osborne, Chairperson, D Dlugie Vice-Chairperson, and D Lawson as Secretary. Motion carried.
7. **Unfinished Business**
 - A. **Fall Escapade Parade:** GREAT TURN OUT!! Next year someone is needed to step participants off and help regulate the spacing – got very crowded or were huge gaps. Begin planning in June. Consider moving up a few weeks to assure good weather (in combination with Homecoming??) Include Main Street in parade route.
 - B. **New Community Church Façade Application – Sign** – L Dudek, supported by Shinabargar, made a motion to approve the signage requested in the façade application. Motion carried.
8. **New Business**
 - A. **Christmas Holiday Decorating / Activities** - the Lions Club Parade will be Friday, December 9th at 7:00 pm, the Scouts/Lions will serve Hot Chocolate donated by Modern Well. Santa will be at the Library w/ games and surprises. Summerfest is decorating a live tree in Vineyard Square. Shinabargar, supported by L Dudek made a motion that the DDA will purchase additional lights, if needed, up to \$75. Motion carried.
 - B. **“Deck the Home” decorating contest** – Eligible homes will be within 2 miles of Village limit. Drew, supported by Dudek made a motion that DDA will sponsor 3 awards of \$50 each. Motion carried. (Griswold, Winter Wonderland and People’s Choice).
 - C. **Pickleball Grant - Furniture Review-** Selected furniture was reviewed.

D. SPARK Grant Application (replace kids dream/add ice rink) - Letter of Support – Kozik, supported by G Dudek made a motion to submit a letter of support for the SPARK Grant. Motion carried.

E. Chili Cook-off: K Kozik suggested that the DDA consider a winter event, and chili cook off was discussed. Prize could be bragging rights for a year. Consideration was given to hold it at Vintage Square, a restaurant or Fire Department. Perhaps to benefit Cole Tanis.

9. Committee Reports - No report.

10. Public Comments (please limit to 3 minutes) No comment.

11. DDA Board / Staff Comments No additional comments.

12. DDA Chair Comments – Chairperson Osborne thanked N Marks for her many years of tireless service to the DDA. Marks was one of the initial members on the Lawton DDA.

13. Adjournment: There being no further business Motion G Dudek; Support L Dudek to adjourn. Motion carried. Meeting adjourned @ 8:10 pm.

Our next scheduled meeting is December 20, 2022

Respectfully Submitted,

Lisa Imus, Village Manager

December 2022 Treasurer's Report
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FY 22/23
as of December 31, 2022

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

2022 / 2023 Budget

Revenues		YTD Received
	Use of Restricted FB \$	-
	Use of Unrestricted FB \$	-
	Tax Income (TIF) \$	4,250.00
	Misc Income (Flower) \$	1,000.00
	Total Revenue: \$	\$ 5,250.00

Expenditures		YTD Spent		Available Balance
	Operating Supplies \$	1,500.00	\$	1,809.70
	Façade Progam \$	5,000.00	\$	2,000.00
	Equipment Lease/Purchase \$	5,145.00	\$	5,145.00
	Restricted FB Pickleball Court Grant Match \$	6,000.00	\$	-
	Total Expenditures: \$	\$ 17,645.00	\$	\$ 8,954.70

Total Available Unrestricted Fund Balance: \$ 39,642.59
Total Available Restricted Fund Balance: \$ 19,795.00

December Expenditures:				
	Gift Cert for Amerigo & Buster	\$		100.00
	Cider - Fall Escapade Parade	\$		48.00
	Donuts - Fall Escapade Parade	\$		36.70
	Gift Certs - Lawsons - Fall Escapade	\$		125.00
				\$ 309.70