



# Stockbridge Downtown Development Authority

## MEETING AGENDA

118 N. Center Street  
Stockbridge, Mi, 48285

Monday, April 07, 2025, 7:00 p.m.

### CALL TO ORDER

- Roll Call
- Pledge of Allegiance
- Approval of Meeting Agenda for April 07, 2025
- Approval of meeting minutes of March 03, 2025

### PUBLIC COMMENT

### FINANCIALS:

- Financials March 03, 2025, to April 07, 2025  
See copies of various: invoices, bank statement and deposit.  
Miscellaneous information : TIFD Revenue still due from Village \$104,489. Arriving Shortly.

### NEW BUSINESS

- Matt Wild. Skate Park
- Presentation by James Clark-Swalla for providing Marketing pitchers with things happening in the Village.
- Implementation of Filling Spring flowerpot / planters including Village building exterior planters. Ask Molly what she needs from us.
- W4 Country Fire House Friday April 18, 2025, 6 am to 9 am need speaker to promote Stockbridge
- Draft of amended Façade Resolution
- Draft of amended Façade Improvement Handout

### UNFINISHED BUSINESS

- If we have a sufficient quorum try to award bid for maintaining the SDDA Banner program. To Jennifer Conant for yearly cost without additional services for \$9,840 per year. See attached bid If bid is awarded to Jennifer she is wondering if she can be paid up front for the contract.
- Copy of approved 2025-2026 budget.
- Status of getting pamphlets out to rest stop areas provided by Laura. Mellisa
- Status of selecting Trash cans , maybe benches, and Bleachers. D.J.

### PUBLIC COMMENT

### BOARD MEMBERS CONCERNS , SUGGESTIONS OR RECOMMENDATIONS.

### NEXT MEETING

- Next SDDA meeting is scheduled for Monday, May 01,2025 at 7:00 p.m. .

### ADJOURNMENT

### Attachments

Agenda for April 07, 2025	Award bid for maintaining the SDDA Banner program.
Unapproved Minutes of March 3rd, 2025	Copy of approved 2025-2026 budget.
Copy of February / March Financials	Process for getting pamphlet out to rest stop areas
Copy invoices from Crafting Lovely \$1,050 complete banner change out	Presentation by James Clark-Swalla for providing Marketing pitchers of things happening in the Village.
Invoice for banner bracket repairs \$572.00	Copy of Fire House Friday brochure
Copy of Paid Invoice from Total Loal \$270.00	Draft of amended Façade Resolution
Copy of Paid Invoice from Barracuda \$1,170.00	Draft of amended Façade Improvement Handout
Copy of Paid ZOOM \$16.95	Copy of Check from Township for Fy 2024, \$150,704.99
Copy of Yearend bank Statement \$126,499.17	Copy of 2024 State Treasury required report
Copy of Deposit Slip \$185,623.50	



Stockbridge Downtown Development Authority  
Unapproved Meeting Minutes  
Monday, January 3, 2025 7:00 pm  
118 North Center Street  
Stockbridge MI 49285

**CALL TO ORDER:** Chair Anderson called the meeting to order at 7:00.

**ROLL CALL:**

Present: Anderson, J. Conant, M. Conant, J. Dzurka, M. Powers-Taylor, J. Stevens

Absent: J. Fillmore

**PLEDGE OF ALLEGIANCE** was led by Chair Anderson.

**PUBLIC COMMENT:** None.

**APPROVAL OF AGENDA:** Motion by M. Powers-Taylor with support by J. Conant to approve the agenda of the January 3, 2025 SDDA meeting. All in favor. Motion passed.

**APPROVAL OF MINUTES:** Motion by Powers-Taylor with support by J. Conant to approve the minutes of the January 6, 2025 meeting. All in favor. Motion passed.

**FINANCIALS:** Motion by Powers-Taylor with support by Stevens to approve the financial report as presented paying \$64,648.33 in bills. This includes \$52,400 in revenue sharing to the Village.

Roll call:

Aye: J. Conant, M. Conant, Powers-Taylor, Stevens, Anderson.

Nay: Dzurka.

Absent: Fillmore.

**OLD BUSINESS:**

1. Motion by Anderson with support by Dzurka to award the bid for banner maintenance to Jennifer Conant at the cost of \$9,840. This will include an hourly rate for additional services that will be billed separately.

Roll call:

Aye: Anderson, Dzurka, Powers-Taylor, Stevens

Nay: None.

Absent: Fillmore.

Abstain: J. Conant, M. Conant.

Motion fails. Five votes are needed to pass.

2. Distribution of pamphlets was discussed. An application process is required by MDOT to distribute at highway rest stops. Powers-Taylor will complete the application.

**NEW BUSINESS:**

1. Photography services for events were discussed. James Clark Swalla was suggested as a local photographer. No motion was made.
2. An application for the SDDA facade program has been submitted for 146 South Clinton in the amount of \$24,000. Discussion. No motion.

**ADJOURNMENT:**

Motion by Powers-Taylor with support from J. Conant at 8:25. All in favor. Motion passed unanimously.

Respectfully submitted,

Molly Howlett, recording secretary

GL NUMBER	DESCRIPTION	2025-26	2025-26	PERIOD	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	BALANCE DR (CR)	NORMAL (ABNORMAL)	BALANCE USED	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - GENERAL							
Account Type: Revenue							
248-000-402.000	TAX REV FROM TOWNSHIP	100,988.00	100,988.00	0.00	100,988.00	0.00	0.00
248-000-402.001	TAX REV FROM VILLAGE	112,691.00	112,691.00	(110,579.73)	2,111.27	98.13	98.13
248-000-402.002	CARRY FORWARD	190,307.00	190,307.00	0.00	190,307.00	0.00	0.00
248-000-411.000	DELINQUENT TAX REVENUE	10,000.00	10,000.00	(24,749.50)	(14,749.50)	247.50	247.50
248-000-663.000	INTEREST ON BANK ACCOUNT	3,000.00	3,000.00	0.00	3,000.00	0.00	0.00
Total Revenue:		416,986.00	416,986.00	(135,329.23)	281,656.77	32.45	32.45
Total Dept 000 - GENERAL		416,986.00	416,986.00	(135,329.23)	281,656.77	32.45	32.45
TOTAL REVENUES		416,986.00	416,986.00	(135,329.23)	281,656.77	32.45	32.45
Expenditures							
Dept 000 - GENERAL							
Account Type: Expenditure							
248-000-701.000	SALARY - GRANT WRITER	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00
248-000-801.000	LEGAL FEES	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
248-000-818.000	CONTRACTED SERVICES	39,250.00	39,250.00	78.00	39,172.00	0.20	0.20
248-000-818.014	ENGINEERING	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00
248-000-821.000	REVENUE SHARING	62,850.00	62,850.00	0.00	62,850.00	0.00	0.00
248-000-899.001	A DAY IN THE VILLAGE	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
248-000-899.003	ALL CLUBS DAY	2,500.00	2,500.00	2,500.00	0.00	100.00	100.00
248-000-899.004	ALL CLUBS RIDE	1,500.00	1,500.00	1,500.00	0.00	100.00	100.00
248-000-899.005	HARVEST FESTIVAL	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
248-000-899.006	DOWNTOWN BEAUTIFICATION	3,000.00	3,000.00	0.00	3,000.00	0.00	0.00
248-000-899.007	FESTIVAL OF LIGHTS	2,500.00	2,500.00	0.00	2,500.00	0.00	0.00
248-000-899.008	OPEN AIR MARKET	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00
248-000-899.009	SEASONAL DECORATIONS	10,400.00	10,400.00	0.00	10,400.00	0.00	0.00
248-000-899.010	5K RUN	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00
248-000-899.016	PUMP TRACK MOWING	8,000.00	8,000.00	0.00	8,000.00	0.00	0.00
248-000-899.017	VETERANS PARK IMPROVEMENTS, ETC.	27,000.00	27,000.00	0.00	27,000.00	0.00	0.00
248-000-900.000	PRINTING & PUBLISHING	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00
248-000-956.000	MISCELLANEOUS EXPENSES	0.00	0.00	25.41	(25.41)	100.00	100.00
248-000-970.001	CAPITAL OUTLAY-PUMP TRACK SEALANT	20,000.00	20,000.00	0.00	20,000.00	0.00	0.00
248-000-970.002	CAPITAL OUTLAY-FACADE IMP.	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00
248-000-970.003	CAPITAL OUTLAY-BANNER/BRACKETS	10,000.00	10,000.00	1,050.00	8,950.00	10.50	10.50
248-000-970.008	FIRE HYDRANT- 2 APPROVED	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00
248-000-970.009	BLEACHERS	34,030.00	34,030.00	0.00	34,030.00	0.00	0.00
248-000-970.010	NEW SIDEWALK-VETERANS PARK ENTRANCE	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
Total Expenditure:		360,530.00	360,530.00	5,153.41	355,376.59	1.43	1.43
Total Dept 000 - GENERAL		360,530.00	360,530.00	5,153.41	355,376.59	1.43	1.43
TOTAL EXPENDITURES		360,530.00	360,530.00	5,153.41	355,376.59	1.43	1.43
4							
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		416,986.00	416,986.00	135,329.23	281,656.77	32.45	32.45
TOTAL EXPENDITURES		360,530.00	360,530.00	5,153.41	355,376.59	1.43	1.43
NET OF REVENUES & EXPENDITURES		56,456.00	56,456.00	130,175.82	(73,719.82)	230.58	230.58

Vendor Code		Vendor Name	1099	Invoice Total		Check Total	
ELAN FINAN	ELAN FINANCIAL SERVICES	Y	P. O. BOX 790408	SAINT LOUIS, MO 63179-0408	(1) 1,153.41	(1) 1,153.41	0.00
MISC00	RUSSEL MACKINDER	N			(1) 4,000.00	(1) 4,000.00	0.00
Grand Totals:				Total: 2	Total: 2	5,153.41	
				5,153.41	5,153.41		



**FDIC** FDIC-Insured - Backed by the full faith and credit of the U.S. Government

Back to Account List

Account: SB DDA

Account Transactions Refresh

Account Type: Checking      Available Balance: \$410,296.79      Current Balance: \$296.79      Collected Balance: \$296.79  
Account Name: SB DDA  
Account Number: xxx5897

Transaction Dates:

Date Range  
03/03/2025 To 04/04/2025 Search

Advanced Transaction Search

Type to filter		Q					
Date	Check/Ref #	Description	Debit	Credit	Balance		
04/03/2025	<a href="#">View Check 2505</a>	Check (Regular Inclearings)	\$4,000.00		\$296.79		
04/03/2025		Investment Sweep From DDA Investment Sweep From DDA, Acct No. 6004845897-D		\$4,000.00	\$4,296.79		

Viewing 1 - 11 of 11 transactions

100

(\$301,153.41)

\$301,203.82



**FDIC** *FDIC-Insured - Backed by the full faith and credit of the U.S. Government*

[Back to Account List](#)

Account: ICS DDA 5897

## Account Transactions [Refresh](#)

Account Type: Checking      Available Balance: \$410,828.76      Current Balance: \$410,828.76      Collected Balance: \$410,828.76

Account Name: ICS DDA 5897

Account Number: xxxxxx5897

Transaction Dates:

Month-To-Date

Search

Advanced Transaction Search

Type to filter		Q				
Date ↕	Check/Ref # ↕	Description ↕	Debit ↕	Credit ↕	Balance ↕	
04/03/2025		Investment Sweep to DDA Investment Sweep to DDA, Acct No. 4845897-D	\$4,000.00		\$410,828.76	
04/03/2025		Increase Accrued Interest		\$28.41	\$414,828.76	
04/02/2025		Investment Sweep From DDA Investment Sweep From DDA, Acct No. 4845897-D		\$111,000.00	\$414,828.76	

Viewing 1 - 5 of 5 transactions

100 ▼

\$111,070.02

(\$4,000.00)

Date ⇅	Check/Ref # ⇅	Description ⇅	Debit ⇅	Credit ⇅	Balance ⇅
04/02/2025		Increase Accrued Interest		\$20.81	\$303,828.76
04/01/2025		Increase Accrued Interest		\$20.80	\$303,630.79
Viewing 1 - 5 of 5 transactions			(\$4,000.00)	\$111,070.02	



Date ↕	Check/Ref # ↕	Description ↕	Debit ↕	Credit ↕	Balance ↕
04/02/2025		Investment Sweep to DDA Investment Sweep to DDA, Acct No. 6004845897-D	\$111,000.00		\$296.79
04/02/2025	<a href="#">View Deposit</a>	Credit/Deposit		\$110,579.73	\$111,296.79
03/31/2025		Interest Rate Change		\$0.00	\$717.06
03/31/2025		Interest Deposit		\$0.40	\$717.06
03/25/2025		Investment Sweep to DDA Investment Sweep to DDA, Acct No. 6004845897-D	\$185,000.00		\$716.66
03/25/2025	<a href="#">View Deposit</a>	Credit/Deposit		\$185,623.50	\$185,716.66
03/14/2025		Interest Deposit		\$0.19	\$93.16
03/11/2025		Transfer from DDA TRANSFER FROM ICS PROMONTORY, DDA ACCOUNT XXXXXX5897		\$1,000.00	\$92.97
03/11/2025		ACH Debit CARDMEMBER SERV WEB PYMT, *****5445	\$1,153.41		(\$907.03)
Viewing 1 - 11 of 11 transactions			(\$301,153.41)	\$301,203.82	

The State Bank  
175 N Leroy Street  
PO Box 725  
Fenton, MI 48430



RETURN SERVICE REQUESTED

STOCKBRIDGE DOWNTOWN DEVELOPMENT  
AUTHORITY  
305 W ELIZABETH ST  
ROOM 107  
STOCKBRIDGE, MI 49285

Contact Us  
**810-629-2263**  
[www.thestatebank.com](http://www.thestatebank.com)



Account  
**STOCKBRIDGE DOWNTOWN DEVELOPMENT  
AUTHORITY**

Date  
**02/28/2025**

Page  
**1 of 2**

### IntraFi Cash Service<sup>SM</sup>, or ICS<sup>®</sup>, Monthly Statement

The following information is a summary of activity in your account(s) for the month of February 2025 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law. Certain conditions must be satisfied for "pass-through" FDIC deposit insurance coverage to apply. To meet the conditions for pass-through FDIC deposit insurance, deposit accounts at FDIC-insured banks in IntraFi's network that hold deposits placed using an IntraFi service are titled, and deposit account records are maintained, in accordance with FDIC regulations for pass-through coverage.

#### Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
XXXXXXXXXX7897	Demand	2.50	\$182,184.48	\$126,499.17
<b>TOTAL</b>			<b>\$182,184.48</b>	<b>\$126,499.17</b>

## DETAILED ACCOUNT OVERVIEW

Account ID: \*\*\*\*\*897  
Account Title: STOCKBRIDGE DOWNTOWN DEVELOPMENT  
AUTHORITY

### Account Summary - Demand

Statement Period	2/1-2/28/2025	Average Daily Balance	\$163,945.72
Previous Period Ending Balance	\$182,184.48	Interest Rate at End of Statement Period	2.50%
Total Program Deposits	0.00	Annual Percentage Yield Earned	2.53%
Total Program Withdrawals	(56,000.00)	YTD Interest Paid	717.95
Interest Capitalized	314.69		
<b>Current Period Ending Balance</b>	<b>\$126,499.17</b>		

### Account Transaction Detail

Date	Activity Type	Amount	Balance
02/12/2025	Withdrawal	(\$1,000.00)	\$181,184.48
02/18/2025	Withdrawal	(2,000.00)	179,184.48
02/20/2025	Withdrawal	(52,000.00)	127,184.48
02/25/2025	Withdrawal	(1,000.00)	126,184.48
02/28/2025	Interest Capitalization	314.69	126,499.17

### Summary of Balances as of February 28, 2025

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
Capital One, NA	McLean, VA	4297	\$0.05
The Paducah Bank and Trust Company	Paducah, KY	16664	18.95
TriState Capital Bank	Pittsburgh, PA	58457	5.99
U.S. Bank National Association	Cincinnati, OH	6548	126,474.18

04/04/2025 04:18 PM  
User: HARMSTRONG  
DB: Stockbridge

DEPOSIT DETAILS REPORT

Page: 1/1

**12**

Post Date	App	Journal	Reference Number	Description	Debit Amount	Tnd Code	Credit Amount
GL Number							
<hr/>							
Deposit: 556		Deposit Date: 03/25/2025	Bank: STATE	Status: 00	Ref:		
Deposit Amount: 185,623.50		Deposit Note: <None>					
<hr/>							
03/24/2025	CR	CR	90013305	DDA TAXES RECEIVED- CK #4627			
248-000-002.000					150,704.99		0.00
03/24/2025	CR	CR	90013306	DDA TAXES RECEIVED			
248-000-002.000					21,108.07		0.00
03/24/2025	CR	CR	90013307	DDA TAXES RECEIVED			
248-000-002.000					3,641.43		0.00
04/04/2025	CR	CR	90013309	DDA TAXES RECEIVED- LCC 2022			
248-000-002.000					8,578.45		0.00
04/04/2025	CR	CR	90013309	DDA TAXES RECEIVED- AIRPORT			
248-000-002.000					1,590.56		0.00
					<hr/>	<hr/>	<hr/>
Deposit 556 Totals					185,623.50		0.00

Drawer # 63233 Trans #  
23  
03/25/25 3:03 PM  
Account \*\*\*\*\*589  
7 D

DDA Deposit

Trans Amount 185623.50  
Cash Back .00  
AVAILABLE BALANCE  
N/A

Thank you for banking  
with ChoiceOne.

MEMBER FDIC

TOWNSHIP OF STOCKBRIDGE  
CURRENT TAX COLLECTION FUND  
P.O. BOX 565  
STOCKBRIDGE, MI 49285

SSBBANK  
STOCKBRIDGE, MI 49285  
74-854/724

14627

3/17/2025

PAY TO THE ORDER OF Stockbridge DDA

\$ \*\*150,704.99

One Hundred Fifty Thousand Seven Hundred Four and 99/100\*\*\*\*\*

DOLLARS



Stockbridge DDA  
PO BOX 155  
Stockbridge, Mi 49285

A TAMPER RESISTANT TONER AREA A



MEMO 2024 Winter Tax final Disbrsmt

*James H. Bailey*

⑈004627⑈ ⑆072408546⑆ 02⑈0223⑈ 1⑈

TOWNSHIP OF STOCKBRIDGE / CURRENT TAX COLLECTION FUND  
Stockbridge DDA

3/17/2025

4627

2024 Winter Tax final Disbrsmt

150,704.99

SSB Bank Current Ta 2024 Winter Tax final Disbrsmt

150,704.99

Details on Back

Intelli® CheckLock™ Secure Check

STOCKBRIDGE TWP  
2024 TAX DISBRSMT  
FINAL

Winter 2024

Entity	Pnltty/Twp	Amount	Subtract DDA	Int/Entity	Total to Entity	Total to County
Dans School Op 33040		\$2,244.60		\$0.00		
Dans School Debt 33040	\$0.00	\$4,787.38		\$0.00		
Dans School Sinking	\$0.00	\$669.17		\$0.00		
<b>Dans Total</b>					<b>\$7,701.15</b>	
Stock School Op 33200		\$2,274,496.32		\$0.00		
Stock School Debt 2005		\$274,172.15				
Stock School Debt 2016		\$166,164.02		\$0.00		
Stockbridge Debt 20		\$108,004.89				
<b>Stockbridge School Total</b>					<b>\$2,822,837.38</b>	
Ingham Intermediate		\$1,039,311.58		\$0.00	<b>\$1,039,311.58</b>	
Lans Com College		\$628,891.09	-\$21,513.21		<b>\$607,377.88</b>	
District Library		\$260,117.06		\$0.00	<b>\$260,117.06</b>	
Airport Authority		\$116,624.72	-\$3,989.47		<b>\$112,635.25</b>	
State Education Tax(Dansville)		\$5,327.58		\$104.74		\$5,432.32
State Education Tax (Stockbridge)		\$338,738.03		\$649.33		\$339,387.36
Special Transportation		\$99,906.35	-\$3,417.56			\$96,488.79
911 911 911 911		\$141,535.60	-\$4,841.68			\$136,693.92
Juvenile Justice		\$100,107.43	-\$3,424.57			\$96,682.86
Potter Park		\$83,187.95	-\$2,845.72			\$80,342.23
Farmland Preservation		\$23,271.72	-\$796.17			\$22,475.55
Health Services		\$105,112.38	-\$3,595.72			\$101,516.66
Parks/Trails		\$83,187.95	-\$2,845.72			\$80,342.23
Animal Control		\$25,023.93	-\$855.99			\$24,167.94
Jail		\$141,418.94	-\$4,837.69			\$136,581.25
County Operating		\$387,364.63	-\$28,146.03	\$848.02		\$360,066.62
Elder Care		\$50,051.92	-\$1,712.27			\$48,339.65
Housing & Homeless		\$83,422.23	-\$2,774.02			\$80,648.21
Indigent Vets		\$1,879.39	-\$139.00	\$4.11		\$1,744.50
<b>S.A.E.S.A.</b>		<b>\$266,958.61</b>	<b>-\$9,132.06</b>		<b>\$257,826.55</b>	
Drain Commission		\$390,384.52				\$390,384.52
Stockbridge Township		\$130,306.79				
Admin Fee		\$69,988.75				
<b>Total to Stockbridge</b>	<b>\$0.00</b>				<b>\$200,295.54</b>	
<b>Total to County</b>						<b>\$2,001,294.61</b>
<b>Total to SODA</b>			<b>\$160,704.99</b>	<b>-94866.88</b>	<b>-\$55,838.11</b>	

\$7,404,263.88

\$94,866.88

\$5,308,102.39

\$2,001,294.61

## ALL TAX PAYMENTS 2024

ENTITIES	Summer #1	S # 2	S # 3	S # 4	W # 1	W # 2	W # 3	SETTLEMENT/PILT	TOTAL
SET Total	\$28,501.41	\$55,743.79	\$828,099.37	\$247,078.54				\$344,065.61	\$1,503,488.72
County OP	\$36,660.40	\$60,994.01	\$921,155.00	\$261,370.33				\$359,218.60	\$1,280,179.74
Indigent Vets	\$177.85	\$295.87	\$4,475.99	\$1,267.73				\$1,740.39	\$6,217.44
Interest to County								\$1,606.20	\$0.00
Dansville School Total 33040							\$3,347.91	\$7,701.15	\$11,049.06
Stockbridge School Total 33200					\$71,651.70	\$142,359.33	\$200,788.74	\$2,822,837.38	\$3,237,637.15
Ingham Intermediate					\$54,096.10	\$102,272.22	\$342,345.35	\$1,039,311.58	\$1,538,025.25
Lansing Community College					\$30,894.26	\$57,975.30	\$204,431.60	\$607,377.88	\$900,679.04
District Library					\$13,538.76	\$25,595.79	\$85,680.07	\$260,117.06	\$384,931.68
Airport Authority					\$5,728.86	\$10,750.71	\$37,909.34	\$112,635.25	\$167,024.16
Special Transportation					\$4,907.60	\$9,209.45	\$32,474.66	\$96,488.79	\$143,080.50
911-911-911-911					\$6,952.63	\$13,047.68	\$46,006.98	\$136,693.92	\$202,701.21
Juvenile Justice					\$4,917.51	\$9,228.11	\$32,540.08	\$96,682.86	\$143,368.56
Potter Park					\$4,086.27	\$7,668.16	\$27,040.04	\$80,342.23	\$119,136.70
Farmland Preservation					\$1,142.89	\$2,144.72	\$7,563.11	\$22,475.55	\$33,326.27
Health Services					\$5,163.31	\$9,689.37	\$34,167.03	\$101,516.66	\$150,536.37
Parks/Trails					\$4,086.27	\$7,668.16	\$27,040.04	\$80,342.23	\$119,136.70
Animal Control					\$1,228.92	\$2,306.16	\$8,132.59	\$24,167.94	\$35,835.61
Jail					\$6,946.89	\$13,036.37	\$45,969.19	\$136,581.25	\$202,533.70
Elder Care					\$2,458.44	\$4,613.57	\$16,268.55	\$48,339.65	\$71,680.21
Housing & Homeless					\$4,080.51	\$7,653.10	\$27,090.79	\$80,648.21	\$119,472.61
SAESA					\$13,114.11	\$24,609.62	\$86,778.31	\$257,826.55	\$382,328.59
Drain Commission					\$9,993.58	\$20,169.01	\$30,586.42	\$390,384.52	\$451,133.53
Stockbridge Township					\$6,782.08	\$12,821.89	\$42,920.88	\$130,306.79	\$192,831.64
Administration Fee	\$712.81	\$1,186.79	\$17,637.81	\$5,259.96	\$2,573.82	\$4,948.32	\$13,470.71	\$69,988.75	\$115,778.97
Penalty to Twp						\$0.00	\$0.00	\$0.00	\$0.00
SDDA	\$1,004.79	\$1,706.28	\$10,215.76	\$16,585.58	\$5,716.17	\$12,150.10	\$8,459.43	\$94,866.88	\$150,704.99
Set Reimbursement	\$4,985.00								
Column totals:	\$72,042.26	\$119,926.74	\$1,781,583.93	\$531,562.14	\$260,060.68	\$499,917.14	\$1,361,011.82	\$7,404,263.88	\$12,030,368.59



SDDA  
Captures  
from each  
entity

Final  
Disbursemen  
t

Entity	2024						TPmnt #1	W #1	W #2	W #3	W #4	W #5	W #6	Sub-totals	SDDA Stimt	GRAND TOTAL
State Ed tax 33200 NONE																
County Operating	\$999.97	\$1,698.06	\$10,168.52	\$16,505.71										\$29,370.26	\$28,146.03	\$57,516.29
Indigent Vets	\$4.82	\$8.22	\$49.24	\$79.87										\$142.15	\$139.00	\$281.15
School Op NONE																
Ingham Intermedi ate NONE																
Capital Area District Library NONE																
Lansing Communit y College							0	\$1,839.34	\$3,909.63	\$2,722.12				\$8,471.09	\$21,513.21	\$29,984.30
Airport Authority							0	\$341.05	\$724.92	\$504.72				\$1,570.69	\$3,989.47	\$5,560.16
Special Transport ation							0	\$292.17	\$621.02	\$432.37				\$1,345.56	\$3,417.56	\$4,763.12
911--911							0	\$413.91	\$879.78	\$612.53				\$1,906.22	\$4,841.68	\$6,747.90
Juvenile Justice							0	\$292.74	\$622.24	\$433.20				\$1,348.18	\$3,424.57	\$4,772.75
Potter Park							0	\$243.26	\$517.03	\$360.01				\$1,120.30	\$2,845.72	\$3,966.02
Farmland Preservati on							0	\$68.00	\$144.53	\$100.63				\$313.16	\$796.17	\$1,109.33
Health Services							0	\$307.38	\$653.36	\$454.88				\$1,415.62	\$3,595.72	\$5,011.34
Parks/Trail s							0	\$243.26	\$517.03	\$360.01				\$1,120.30	\$2,845.72	\$3,966.02
Animal Control							0	\$73.15	\$155.49	\$108.22				\$336.86	\$855.99	\$1,192.85
Jail							0	\$413.55	\$879.05	\$612.05				\$1,904.65	\$4,837.69	\$6,742.34
Elder Care SAESA							0	\$146.34	\$311.06	\$216.55				\$673.95	\$1,712.27	\$2,386.22
							0	\$780.78	\$1,659.62	\$1,155.50				\$3,595.90	\$9,132.06	\$12,727.96
Housing & Homeless							0	261.24	\$555.34	386.64				1203.22	2774.02	3977.24
Stockbrid ge Township							0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Sub Total														\$55,838.11		
Total	\$1,004.79	\$1,706.28	\$10,215.76	\$16,585.58	\$0.00	\$0.00	\$0.00	\$5,716.17	\$12,150.10	\$8,459.43	\$0.00	\$0.00	\$0.00		\$94,866.88	\$150,704.99

04/04/2025 04:19 PM  
User: HARMSTRONG  
DB: Stockbridge

DEPOSIT DETAILS REPORT

Post Date	App	Journal	Reference Number	Description		Tnd Code
GL Number					Debit Amount	Credit Amount
<hr/>						
Deposit: 557	Deposit Date: 04/02/2025		Bank: STATE	Status: 00	Ref:	
Deposit Amount: 110,579.73	Deposit Note: <None>					
<hr/>						
04/04/2025	CR	CR	90013308	DDA TAXES RECEIVED- VILLAGE		
248-000-002.000					110,579.73	0.00
					<hr/>	<hr/>
Deposit 557 Totals					110,579.73	0.00

Good afternoon, Heather.

Attached you will find the 2024 SDDA calculations. The first tab is the data inputs. Following that are calculations for Real capture, Personal capture, and Total capture. Finally, is a summary of everything. You'll note that you have a negative Personal capture. This is not uncommon, and is offset by positive Real capture. The total amount of DDA tax capture for tax year 2024 is \$110,579.74.

Your Assessor confirmed the current taxable values, but not the base values. My calculations are predicated upon the values specified in the attached TIF Plan. Page 19 shows a Real base value of 2,260,800. Page 20 shows a Personal base value of 448,700, for a total base value of 2,709,500. There are a few Personal parcels that were manually crossed out, and the Personal total was manually adjusted. The total of Real & Personal on page 21 was not adjusted, so keep in mind that the total indicated in the original TIF Plan is off by those manual adjustments.

On March 18, you sent me two files regarding the 2023 capture. They are attached for reference. One of those is a calculation of capture based upon all millages, both Village and Township. The total is \$99,795.46. This matches the 2023 disbursements indicated in the other file. Because Stockbridge levies only Village mills, the DDA can only capture Village mills from Stockbridge. The township mills would be captured from the township. I don't know how the 2023 and prior year captures were calculated, but I am fairly certain that they were calculated incorrectly.

The file titled "2024 SDDA Calculations" can be used in future years to calculate DDA capture. Simply enter the current year values and millages on the Inputs tab, and the spreadsheet will do the rest. Please let me know if you have any questions.

Thanks,  
Matt

Matthew V. Horning  
The WoodHill Group  
[matthew.horning@woodhillgrp.com](mailto:matthew.horning@woodhillgrp.com)  
734-646-2051

Follow The WoodHill Group on [LinkedIn](#)

**From:** Stockbridge Township <assessor.stockbridgetwp@gmail.com>  
**Sent:** Wednesday, March 26, 2025 12:29 PM  
**To:** Clerk <clerk@vosmi.org>  
**Cc:** Matthew Horning <matthew.horning@woodhillgrp.com>; Karen Lancaster <karen.lancaster@woodhillgrp.com>  
**Subject:** Re: FW: SDDA Tax Payment

I can only verify the DDA value appears correct. Attached is a copy of a L-4022TX showing the Taxable Value associated with the DDA for 2024 and tentative for 2025.

My system does not show anything involved with a TIF and even with the DDA it is informational only for those parcels marked as DDA.

All information regarding taxation is applied through the Treasury Department, as are the millages.

On Mon, Mar 24, 2025 at 12:06 PM Clerk <[clerk@vosmi.org](mailto:clerk@vosmi.org)> wrote:

Hi Jake,



TOTAL DDA (REAL, PERSONAL, & IFT)

Tax Year = 2024

Captured Taxable Value	6,758,409
Base	2,709,500
Total Taxable Value	9,467,909
# of Parcels	173

MILLAGE		VILLAGE MILLAGE RATE	Base NOT Subject to Capture	VILLAGE TAX CAPTURED
VILLAGE OPERATING		11.3880	\$30,855.79	76,964.76
LOCAL STREET		4.2238	\$11,444.39	28,546.17
CEMETERY		0.7500	\$2,032.13	5,068.81
TOTAL MILLAGES		16.3618	TOTAL CAPTURE	110,579.74

	B	C	D	E	F	G
2	<b>DDA SUMMARY</b>					
3	<b>Tax Year =</b>		<b>2024</b>			
4						
5						
6						
7	BASE TV		2,260,800	448,700		2,709,500
8						
9	TOTAL TV		9,269,509	198,400		9,467,909
10						
11	CAPTURED TV		7,008,709	-250,300		6,758,409
12						
13	CAPTURED VILLAGE TAX		114,675.09	-4,095.36		110,579.74
14						

ENTER VALUES IN BLUE SHADED CELLS
-----------------------------------

Tax Year	2024
Taxable Values	
IFT Real	-
IFT Personal	-
IFT Total	-
Real	9,269,509
Real Net of IFT	9,269,509
Personal	198,400
Personal Net of IFT	198,400
Total	9,467,909
Millages	
VILLAGE OPERATING	11.3880
LOCAL STREET	4.2238
CEMETERY	0.7500
Base Taxable Values (Static)	
Real	2,260,800
Personal	448,700
Parcel Count	
Real	107
Personal	66

# DDA (PERSONAL ONLY)

Tax Year = 2024

Captured Taxable Value
-250,300
Base
448,700
Total Taxable Value
198,400
# of Parcels
66

MILLAGE		VILLAGE MILLAGE RATE	Base NOT Subject to Capture		VILLAGE TAX CAPTURED
VILLAGE OPERATING		11.3880	\$5,109.80		-2,850.42
LOCAL STREET		4.2238	\$1,895.22		-1,057.22
CEMETERY		0.7500	\$336.53		-187.73
MILLAGES BY SEASON		16.3618	\$7,341.54		-4,095.36
TOTAL MILLAGES		16.3618		TOTAL CAPTURE	-4,095.36



# END USER QUOTE

Q-1461355-1

**END USER**

Stockbridge Downtown Development  
Association  
Teresa Miller  
305 W. Elizabeth Street  
Stockbridge, Michigan, 49285  
United States

**BILL TO**

Stockbridge Downtown Development  
Association  
  
305 W. Elizabeth Street  
Stockbridge, Michigan, 49285  
United States

**PREPARED BY**

Samuel Auchmuty

**TERM START DATE**

2025-04-06

**SHIP TO**

Stockbridge Downtown Development Association  
Teresa Miller  
305 W. Elizabeth Street  
Stockbridge, Michigan, 49285  
United States

PART #	PART DESCRIPTION	LIST UNIT PRICE	TERM QTY**	EXT LIST UNIT PRICE	QTY
BEO001a	Barracuda Cloud Account SN# 1587382	\$0.00		\$0.00	1
EP-CAS-Usr-1M	Email Protection, Cloud Archiving Service, per User, 1 Month SN# 1587382 6-Apr-2025 - 5-Apr-2026 New Subscription	\$3.90	12	\$46.80	25

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# END USER QUOTE

Q-1461355-1

Thank you for your interest in our products and/or services. If you have any questions or concerns about this quotation, please

Sincerely,

Samuel Auchmuty  
sauchmuty@barracuda.com

\* The subscription start date above is estimated and the subscription will commence at time of fulfillment by Barracuda. Subscriptions are charged in minimum otherwise indicated, payment for all orders is due net 30 days from date of invoice. Prices do not include charges for which Customer is responsible which will include withholding, value added, and any other taxes imposed by any governmental entity and all freight, handling, duties, import, export or other charges associated with the product.

\*\* Co-Term subscription pricing will be charged in minimum increments of one month regardless of whether the difference between existing end date and the current partial usage during a month is calculated as a full month.

## Terms & Conditions

- Credit Card payment or Net 30 days with approved or credit card guarantee.
- Prices listed above do not include certain charges for which Customer is responsible and which will be added to the invoice including all sales, use, withholding, value added, and any other taxes imposed by any federal, state, provincial or local governmental entity or any other governmental entity, and all freight, handling, duties, import, export or other charges associated with shipment and delivery of the product.
- Products and services are provided to end users pursuant to Barracuda Networks' Terms and Conditions located at <https://www.barracuda.com/legal/customer-purchase-terms>. No preprinted or additional terms on any other documents apply. Reseller's relationship with Barracuda is governed solely by the terms of Barracuda's Reseller Agreement.
- Renewal pricing will be based off Barracuda's standard reseller discount, excluding the additional promotional discount. The additional promotional discount only applies to the initial purchase.

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Total Local  
118 W Oak Street, STE 202  
Mason, MI 48854



STOCKBRIDGE DDA  
118 N Center St  
Stockbridge, MI 49285

INVOICE  
Account: STOCKBRIDGE DDA  
Invoice No. 33830  
Date Feb 27, 2025  
Due Date Mar 14, 2025  
Contract No. 34587  
Sales Rep Teresa Miller

Product	Sub Total	Total
#45651 - February Project Website Management	\$270.00	\$270.00

Sub Total	\$270.00
Discount	\$0.00
Tax	\$0.00
Amount Paid	\$0.00
Balance	\$270.00

Please pay online by going to:  
<https://secure.mediaos.com/pay/>

Your Invoice PIN Number is: **16149**

Or click the direct pay button below:

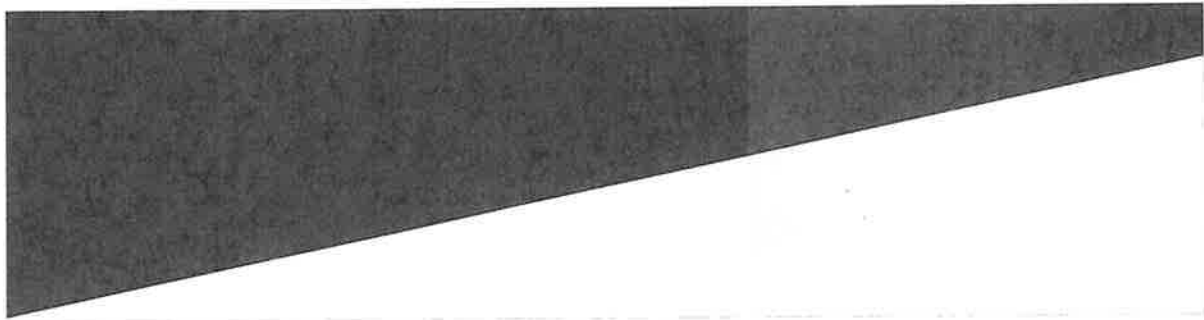
Pay Online Now


 stripe

Receipt total local credit card \$270.00

**Total Local** <receipts+acct\_1GYxWnJiyvs9q3wh@stripe.com> 10:48 AM (6 hours ago)

to me



## Receipt from Total Local

Receipt #1537-7624

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$270.00	Apr 1, 2025, 10:45:54 AM	<b>VISA</b> - 1542

### SUMMARY

Invoice 33830	\$270.00
---------------	----------

<b>Amount paid</b>	<b>\$270.00</b>
--------------------	-----------------

If you have any questions, contact us at [tmiller@totallocal.com](mailto:tmiller@totallocal.com) or call us at [+1 517-663-2405](tel:+15176632405).

# Invoice

**Zoom**  
29  
Zoom Communications, Inc.  
55 Almaden Blvd, 6th Floor  
San Jose, CA 95113

<b>Invoice Date:</b>	Mar 28, 2025	<b>Federal Employer ID Number:</b>	61-1648780
<b>Invoice #:</b>	INV298935025		
<b>Payment Terms:</b>	Due Upon Receipt		
<b>Due Date:</b>	Mar 28, 2025	<b>Purchase Order Number:</b>	
<b>Account Number:</b>	7020018674	<b>Tax Exempt Certificate ID:</b>	
<b>Currency:</b>	USD		
<b>Payment Method:</b>	Visa *****1542		
<b>Account Information:</b>	Stockbridge DDA		<u>Zoom W-9</u>

<b>Sold To Address:</b>	P.O. Box 155, Stockbridge, Michigan 49285 United States 5174904072 danderson@stockbridgedda.org
<b>Bill To Address:</b>	P.O. Box 155, Stockbridge, Michigan 49285 United States 5174904072 danderson@stockbridgedda.org

## Charge Details

Charge Description	Subscription Period	Subtotal	Taxes, Fees & Surcharges	Total
<b>Charge Name:</b> Zoom Workplace Pro Monthly Quantity: 1 Unit Price: \$15.99	Mar 28, 2025 - Apr 27, 2025	\$15.99	\$0.96	\$16.95
Subtotal				\$15.99
Total (Including Taxes, Fees & Surcharges)				\$16.95
Invoice Balance				\$0.00

## Taxes, Fees & Surcharge Details

Charge Name	Tax, Fee or Surcharge Name	Jurisdiction	Charge Amount	Tax, Fee or Surcharge Amount
				<b>30</b>
Zoom Workplace Pro Monthly	Sales Tax	State	\$15.99	\$0.96
Total of Taxes, Fees & Surcharges				\$0.96

## Transactions

				Invoice Total	\$16.95
Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount	
Mar 28, 2025	P-350886969	Payment		\$-16.95	
				Invoice Balance	\$0.00

Need help understanding your invoice?

[Click here](#)

Zoom One is rebranding to Zoom Workplace! This new name does not impact your services. Please note ZoomIQ for Sales is now called Zoom Revenue Accelerator. Your Services will remain the same and this name change does not change your current subscription pricing.

***This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$15.99 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at [zoom.us/billing](https://zoom.us/billing) will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to [zoom.us/billing](https://zoom.us/billing) and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.***

Zoom Phone services provided by Zoom Voice Communications, Inc. Rates, terms and conditions for Zoom Phone services are set by Zoom Voice Communications, Inc.



# Invoice #3551

Customer	Invoice Details	Payment
Stockbridge DDA Stockbridge DDA danderson@stockbridgedda.org 305 West Elizabeth St. Stockbridge , Michigan 49285	PDF created March 28, 2025 \$572.40	Due March 27, 2025 \$572.40

Items	Quantity	Price	Amount
Light Pole Banner Rebuild	10	\$15.00	\$150.00
Light Pole Bracket Repair	10	\$5.00	\$50.00
Street Light Pole Banner Bracket Hardware (equipment purchase)	10	\$34.00	\$340.00
Subtotal			\$540.00
Michigan t=Tax			\$32.40

**Total Due** **\$572.40**



Pay online  
To pay your invoice go to <https://squareup.com/u/CgRxYXpV>  
Or open the camera on your mobile device and place the QR code in the camera's view.



**Crafting Lovely LLC**

Invoice Paid

---

**\$1,050.00**

Paid with Visa 6461 on March 19, 2025 at 12:11 PM

**Invoice #3550**

March 19, 2025

**Customer**

Stockbridge DDA



Stockbridge DDA  
danderson@stockbridgedda.org  
305 West Elizabeth St.  
Stockbridge , Michigan 49285

**Date of service**

January 2, 2025

[Download Invoice PDF](#)

**Invoice summary**

<b>Light Pole Banner Take Down/ Put Up</b>	<b>\$525.00</b>
--	-----------------

(\$15.00 ea.) x 35

*Take down*

<b>Light Pole Banner Take Down/ Put Up</b>	<b>\$525.00</b>
--	-----------------

(\$15.00 ea.) x 35

*Put up*

<b>Subtotal</b>	<b>\$1,050.00</b>
-----------------	-------------------

<b>Total Paid</b>	<b>\$1,050.00</b>
-------------------	-------------------

Visa 6461

03/19/25,  
12:11 PM

**MCFW**5:48 PM (10 minutes  
ago)

to me

Thank you, Daryl, I'm Matt Wild. I simply frequent the park often with my 3-year-old and wife and would like to see more rails for the skaters and bikers to grind :) There is also a small safety concern and there is also a useless apparatus that can be removed and replaced with a rail. I've never been to a meeting like this, and I plan to be mostly unprepared and to just wing it. So let me know if I should adjust before showing up!

Matt Wild.

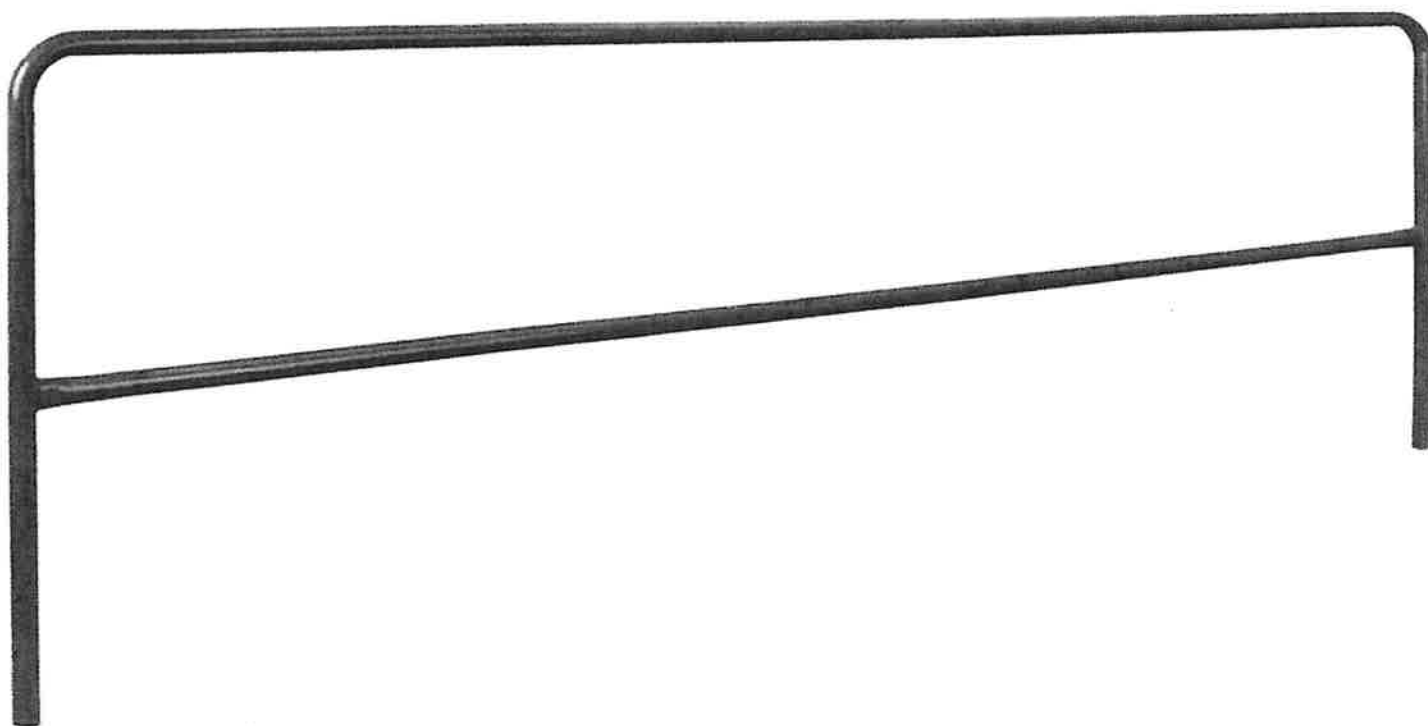
See image above. The box circled desperately needs to be moved to the empty area to the left. South east corner I believe.

Then in place of that area, there needs to be a long rail, about 1.5 feet high, spanning for 8 to 10 feet long. It could even be mounted in the grass to minimize any intrusion to the concrete. I would simply pound sleeves down into the grass, and then slide the rail on in. Then it can be accessed from both directions on the pavement, ultimately maximizing space and also allowing for a grassy side, which would be softer for falls and practicing. It would be HUGE win for all bikers and skaters at the park. Trust me on that!

The security concern is on the mini ramp, when the little kids gather in and on it, they will sometimes run out without looking, and it was an issue for some kids jumping the ramp with the rail in the center. Not a huge concern, but something I noticed. With the added space from removing that small box, we can bring that ramp with the rail over toward the grass more to create a gap between the mini ramp and box ramp which could improve the situation with the kids running out.

The rails could be bought pre made or they can be gates from tractor supply. Does not have to be super involved and with the sleeved grass approach, it could be temporary and 100% reversible without a trace. Although, I doubt that would ever be the case.





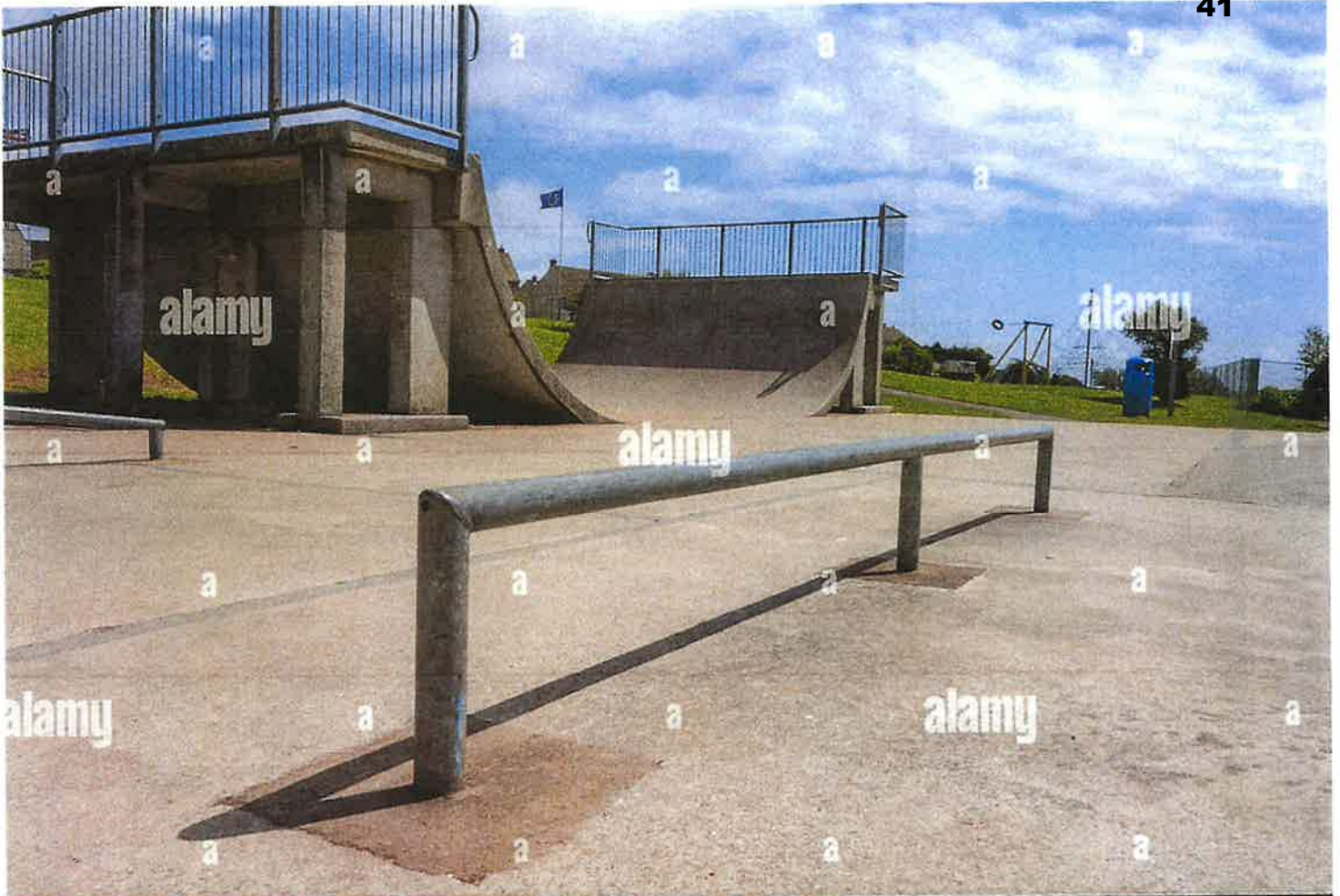












alamy

Image ID: D83KBF  
[www.alamy.com](http://www.alamy.com)

FRIDAY  
APRIL 18, 2025  
6am-9am



# W4 COUNTRY WILL BE LIVE FIRE HOUSE FRIDAY AT SAESA

1009 S Clinton  
Stockbridge

6am-9am





# DRAFT

## STATE OF MICHIGAN VILLAGE OF STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY

Resolution No. \_\_\_\_\_

Date: \_\_\_\_\_

### **RESOLUTION TO ADOPT THE STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY'S FACADE IMPROVEMENT PROGRAM**

**WHEREAS**, the Village of Stockbridge Downtown Development Authority (hereinafter, "SDDA") is charged under the *Downtown Development Authority Act* [MCL 125.1651 *et seq*] with correcting and preventing deterioration in the business districts to encourage historic preservation. {Please see preamble to the Act; also see MCL 125.1651a (h), i.e., that the DDA Act was enacted to provide a means for local units of government to eliminate property value deterioration and to promote economic growth in the communities served by those local units of government.}

**WHEREAS**, to effectuate the above goals, DDA's are authorized to acquire and dispose of interests in real property {please see preamble to the Act}.

**WHEREAS**, DDA's are also granted the following enumerated powers:

- a. Under MCL 125.1657 (1)(h) a DDA can purchase an interest in real property upon terms and conditions and in a manner the Authority considers proper;
- b. Pursuant to MCL 125.1657 (1) (g) a DDA is also authorized to make and enter into contracts necessary to exercise its powers and the performance of its duties; and
- c. Finally, pursuant to MCL 126.1657 (1) (c), a DDA is authorized to plan and propose the repair, restoration, preservation and/or reconstruction of an existing building which may be necessary or appropriate to a Plan, which – in the opinion of the DDA – aids in economic growth in the downtown district.

**WHEREAS**, under MCL 125.1652 (2) the enumeration of a power in the DDA Act {e.g., Section 7, Powers} shall not be construed as a limitation upon the general powers of an Authority.

**WHEREAS**, the Business District of Stockbridge is part of the Tax Increment Finance District of the SDDA (hereinafter, "TIF District") and is primarily filled with historic commercial buildings that are 50 to 100+ years old.

**WHEREAS**, the SDDA has determined that many existing facades of these old commercial buildings in the Business District are in different degrees of disrepair, and it is foreseen that additional building facades will be falling into disrepair in the future due to age and the cost of maintenance in difficult economic times.

**WHEREAS**, the SDDA has developed a philosophy that "Restoration is preferable to Renovation" with regard to these building facades.

**WHEREAS**, the SDDA has determined to use its broad enumerated power to purchase an easement interest in real property to correct any existing deterioration to facades of buildings in the Business District and prevent future deterioration to the facades of buildings in the Business District.

**WHEREAS**, the SDDA finds that its entry into the contemplated facade easement contracts, with a requirement for perpetual maintenance of the facade by the Applicant, is a necessary contract in order to perform the DDA's primary duty under the Act to correct and prevent deterioration in the Business District and to encourage historic preservation.

**WHEREAS**, before the Program set forth in this Resolution is implemented, the Program will have to be included in a Tax Increment Finance and Development Plan Amendment approved by the SDDA and the Village of Stockbridge Council, pursuant to MCL 125.1667, because the Program will be funded with TIF District revenues that may only be expended pursuant to an approved Tax Increment Finance Plan (MCL 126.1665 (2)).

**WHEREAS**, the SDDA has amended its Plan in 2016 and specifically includes authorization for this Program in Paragraph 16, to wit:

- 16.1      **Facade Improvement Fund:** The SDDA hereby establishes a Facade Improvement Fund to assist existing businesses and buildings located within the SDDA's Downtown Business District to repair, maintain, and upgrade their facades. The assistance shall take the form of a purchase of a facade Easement for consideration equal to fifty (50%) percent of the costs of qualified improvements to an existing building's facade to make it more marketable for sale or lease within the Downtown Business District and more attractive for the use, in whole or in part, of any public or private person, corporation, limited liability company, or combination thereof. The exact terms and conditions of the SDDA's Facade Improvement Fund, including an application process, shall be established and amended from time to time by Resolution of the SDDA. The revenue stream the SDDA will be using to fund the above loans will come from tax increment revenues, pursuant to MCL 125.1661 (1) (e). The SDDA shall not have more than One Hundred Thousand (\$100,000.00) Dollars in aggregate facade easement purchases in any fiscal year under this Program.

**IT IS THEREFORE RESOLVED** that the SDDA's Facade Improvement Program (hereinafter, "FIP") shall be established as follows:

1. An eligible Applicant for the FIP shall be either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent, who has a commercial, retail, mixed use, or professional building or structure located within the TIF District and the Downtown District [because this Program will be funded with TIF District Revenues – which may only be spent in the TIF District – pursuant to an approved Tax Increment Finance and Development Plan (MCL 125.1665 (2))].

*Buildings on the State or National Register In List must be restored or rehabilitated according to the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. If your project does not fall under this category, please see the Stockbridge DDA's design guidelines.*

The FIP shall not require the Applicant to obtain the subrogation of any existing mortgages and/or other lien holders to the FIP Easement being purchased.

1. FIP Funding: the SDDA shall purchase from the Applicant a written and recordable Easement (hereinafter, the "FIP Easement") over the Applicant's facade on an eligible building or structure as follows:
  - 1.1 The Applicant shall submit plans to the sole satisfaction of the SDDA and FIP Committee, detailing what facade improvements are contemplated and the cost of same.
    - 1.1.1 All FIP projects proposed by an Applicant shall comply with all applicable Village of Stockbridge Zoning Ordinances, Building Codes, Maintenance Codes, Sign Ordinance, and other applicable rules and regulations; and
    - 1.1.2 FIP improvements may require zoning and /or building permits, which shall be at the Applicant's sole cost.
    - 1.1.3 All FIP projects proposed by an applicant shall complete with only design standards approved by the SDDA.
    - 1.1.4 Within 30 days of the date the Application is submitted, the SDDA's FIP Committee shall meet with the Applicant to discuss the FIP project prior to the full SDDA Board considering approval of the FIP Applicant or the SDDA may extend the review process within this time frame by sending written notice to Applicant. The full SDDA Board shall affirmatively act upon the Application within 90 days of the Application being submitted or it shall be deemed rejected.

### **Program Description**

The SDDA has created a Facade Improvement Program (hereinafter "FIP") that is intended to stimulate facade design improvements to downtown buildings in a coordinated fashion, stressing overall compatibility with the historical significance and uniqueness of Stockbridge's downtown structures. The SDDA will provide funds to purchase a 5-year Easement over the improved facade which will be partially reimbursed to the Applicant for the costs incurred to improve buildings consistent with the SDDA Facade Improvement Guidelines and the Applicant. The Village Clerk will communicate the Guidelines most appropriate for each building in the district based on period and style.

### **Definition of a Façade Side**

The definition of a "façade side," for the purpose of this document shall be a minimum of six (6') feet and a maximum of ten (10) feet in height of exposed façade and at a minimum, a width that is at least as deep as the narrowest portion of the building's depth from the road frontage it pulls its address from. For example, if the building is 3 stories, but the exposed wall on the east side is 7' above the adjoining building's west wall then that side of the building shall qualify as a one-story building. To qualify as a 2-story building, the east wall must have at least sixteen (16') feet of exposed façade above the neighboring west wall and three or more stories must have at least twenty-six (26) feet of exposed façade above the neighboring west wall.

### **Eligible Buildings**

- 1) Any existing commercial, retail or professional building located within the SDDA TIF District which is owned or used by an eligible Applicant for commercial purposes is considered eligible for FIP Funds. Public agency buildings are also eligible; however, the SDDA will give priority to commercial/income producing buildings over those owned or used by public agencies.

### **Eligible Façade Improvements**

The SDDA and/or its Façade Work Group reserve the right to determine the eligibility of all items in a project's scope of work. This determination shall be conclusive and final.

All improvements must be permanent and fixed in type and/or nature. Improvements must meet all Village of Stockbridge's code requirements including zoning, building, and safety codes and the applicant must obtain any necessary permits.

Façade features eligible to be restored, renovated, or constructed with Easement purchase dollars shall include, but not be limited to:

- 1) Signage promoting an on-premises commercial/residential use;
- 2) Exterior walls;
- 3) Exterior windows;
- 4) Exterior doors;
- 5) Storefronts;
- 6) Painting of exterior surfaces;
- 7) Cleaning and/or tuck-pointing of brick and stone;
- 8) Awnings (where permitted by design guidelines and zoning ordinances);
- 9) Exterior architectural features;
- 10) Exterior lighting (where permitted by local ordinance);\*
- 11) Dryvit of exterior walls and the Exterior Insulation and Finishing Systems (EIFS) installation.

\*These items are closely examined through design guidelines and zoning ordinances.

Improvements must be started within 60 days of approval and completed within twelve (12) months of commencement.



### **Ineligible Job Costs**

The applicant may not use easement purchase funds for any of the following:

- 1) Expenses incurred prior to FIP Application approval
- 2) Property acquisition
- 3) Mortgage, land contract financing, or loan fees
- 4) Site plan, sign or building permit fees
- 5) Appraiser, attorney, architect or interior decorator fee
- 6) Wages paid to applicants or applicants' relatives for work associated with the FIP.
- 7) Permanent job tools or those that have a shelf life longer than one year
- 8) Furnishing, trade fixtures, or other items taxed as personal property
- 9) Roofs, landscaping, sidewalks or approaches.

### **Easement Purchase Amounts Subject to Fiscal Budget Year**

- 1) For buildings under common ownership with one use inside, depending on the height of the building as follows:
- 2) If the building is one story, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 1.1); or (b) \$100.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$4,000 per facade side (up to four (4) sides) for a maximum of \$16,000 per building of total eligible expense upon approval of the SDDA;
- 3) If the building is two stories, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 1.1); or (b) \$200.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$9,000 per facade side (up to four (4) sides) for a maximum of \$36,000 per building of total eligible expense upon approval of the SDDA.
- 4) If the building is three stories or greater, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 1.1); or (b) \$300.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$13,500 per facade side (up to four (4) sides) for a maximum of \$54,000 per building of total eligible expense upon approval of the SDDA;

- 5) The requirement of four sides is not intended to eliminate bump-outs or bump-ins greater than two (2') feet or obtuse angles such as those contained on the buildings at the corner of Grand River Ave., and Grand Ave., all of which shall qualify for an Easement purchase over an improved facade and shall be added to one of the sides of the building for the purpose of calculating facade linear footage.
- 6) When one building is under one ownership but divided into more than one commercial, retail, mixed use (including 2nd floor residential uses), and/or professional tenancy, each separate unit which has an individual storefront facade, and an independent ground floor entry shall be eligible to individually participate in the FIP funds.
- 7) As an incentive for major renovation and/or repairs of the facade of condemned buildings (as determined by the building department of the Village of Stockbridge) or other buildings that have been vacant for at least 180 days, 11 months, SDDA may, on a majority vote, and after careful review of the project scope and other SDDA obligations, pay more than the maximum fee per facade side established in paragraph 1.1 to purchase a FIP Easement and the SDDA may increase the length of time of the Easement or the conditions/burdens placed upon the Grantor, as a condition of the higher purchase price being paid.
- 8) The definition of a "facade side," for the purpose of this document shall be a minimum of six (6') feet and a maximum of ten (10) feet in height of exposed facade and at a minimum, a width that is at least as deep as the narrowest portion of the building's depth from the road frontage it pulls its address from. For example, if the building is 3 stories, but the exposed wall on the east side is 7' above the adjoining building's west wall then that side of the building shall qualify as a one-story building. Two qualify as a 2-story building, the east wall must have at least sixteen (16') feet of exposed facade above the neighboring west wall and three or more stories must have at least twenty-six (26) feet of exposed facade above the neighboring west wall.

### Program Requirements

- 1) The Applicant shall provide, at the Applicant's (Initial) sole cost, a title search from a local title company at the time of filing the Application, verifying the ownership interest in the real property that is granting the Easement. If SDDA purchases and FIP Easement for the project, then the cost for the above title search will be reimbursed to applicant.
- 2) The title search shall verify the legal description of the property, tax identification number of the property; the registered owner(s) of the property, and all lien holders and mortgagees of record; If SDDA purchases and FIP easement for the project, then the cost for the above title search will be reimbursed to applicant.



- 3) All mortgages and liens on the property including land contracts or any other form of garnishment interest on the property must be paid at the current time of closing and proof that the same are current must be submitted with the title search by the Applicant and again at the closing of Easement with the DDA; and
- 4) All real property and personal property taxes, utility tax bills owed the Village of Stockbridge, Stockbridge Township, Ingham County or State of Michigan are paid current.
- 5) due to the Village of Stockbridge and/or Stockbridge Township must be paid current at the time of the closing of Easement with the SDDA and proof that the same are current must be submitted with the title search by the Applicant.
- 6) Please be aware that if there is any other interest other than a mortgage on the property, depicted by the tax identification number of the property a easement will not be purchased by the SDDA.

### **Upon Completion Of The Improvements**

- 1) Upon completion of the improvements, and in consideration for the grant of a facade Easement (as described below), the SDDA will purchase a written five (5) year Easement over the Applicant's facade, subject to a written agreement that the Applicant, or its successor in title, maintain the facade in the same condition as it is at the time of entry into the Easement Agreement for five (5) years from the date of grant of the Easement.
- 2) Under MCL 125.1657(1)(h) the SDDA is authorized to: (a) purchase an interest in real property on terms and conditions and in a manner the Authority considers proper, and (b) make a finding that the proposed manner of purchasing a facade Easement with a maintenance agreement is proper under MCL 125.1657(1)(h).
- 3) Pursuant to MCL 125.1657(1)(g) the SDDA is also authorized to: (a) make and enter into contracts necessary to the exercise of its powers and the performance of its duties, and (b) find the entry to the contemplated facade Easement contracts with its requirement for maintenance of the facade by the Applicant for five (5) years is a necessary contract in order to perform the SDDA's primary duty under the Act to correct and prevent deterioration in the Business District and to encourage historic preservation.

### **5-year Easement Requirements**

*The FIP Five (5) Year Facade Improvement Easement* – (a sample copy is attached to this document and is also available at the Village of Stockbridge Hall and shall be provided to all potential Applicants together with this Resolution).

1. FIP Easements shall be in writing under the following terms and conditions:

- 1.1. The FIP Easement shall be drafted by the SDDA with the assistance of its Attorney.
- 1.2. All owner(s) [as determined by the title search] and, if applicable, the tenant, shall execute the FIP Easement as Grantors.
- 1.3. The Grantee of the FIP Easement shall be the SDDA. The Grantor shall not be able to assign its rights or responsibilities under the Easement. The Grantee SDDA may assign its rights to the Village of Stockbridge without the consent of the Grantor.
- 1.4. The FIP Easement shall be over the exterior face of the building or structure and shall require the Owner and, if applicable, the tenant, to maintain the building's facade in the same condition and manner it was in when the SDDA accepted the Easement for the five (5) years following the Easement purchase.
- 1.5. As part of the process, and prior to closing, the SDDA shall take photographic evidence of the condition of the facade over which the FIP Easement is being purchased. At least one photograph of each side shall be taken and preserved, with date and time stamp by the SDDA. A copy shall be kept in the Village Office and a copy to the Attorney. Any photo taken by the SDDA for this purpose may be used by the SDDA to promote the Program or the Village of Stockbridge, in general.
- 1.6. For the purpose of the FIP Easement, the facade shall be defined as the front of the building with an imposing or decorative face, and any sides of the building facing a public way or space and finished accordingly. The facade shall include all stairs, ramps, handrails, fire escapes, awnings, fixed lighting, signs, windows, and doors on the front and sides of a building that is facing a public way or space.
- 1.7. The Easement shall be recorded at the Register of Deeds; the expense for same, including any county or state transfer taxes, shall be paid by the Applicant.
- 1.8. The FIP Easement shall provide that if maintenance or repair work is required to the facade during the five (5) year period after its granting, then:
  - 1.6. The SDDA shall make a determination if work is required to maintain or repair the facade to the condition it was in at the time the Easement was entered into, which decision shall be made in its sole discretion.
  - 1.7. If the SDDA determines work is required on the facade, then it shall write the Owner, and tenant if applicable, and inform them of the work required.
  - 1.8. The Owner, and if applicable, the tenant, shall have thirty (30) days to present to the SDDA a proposal to complete the work, which must be completed within ninety (90) days of the notice received under Paragraph 1.7, unless a longer period is approved by the SDDA due to climatic conditions.

- 1.9. If the work is not completed within the time frame outlined in Paragraph 1.8, the SDDA then has the right, but not the obligation, to perform the work itself. If the SDDA does perform the work, then it is authorized to place a written lien on the property for the cost of the repairs and/or maintenance, including the cost of labor and materials.
- 1.10. The SDDA may bring a legal action against the Owner, and where applicable, the tenant, to collect its lien under Paragraph 1.9. in which case, the SDDA's actual attorney fees and costs shall be awarded to the SDDA in addition to the cost of the lien.
- 1.11. At the end of the five (5) years from the date of the grant of the FIP Easement, the Easement shall be designed to automatically terminate without any further affirmative action of the SDDA.

**IT IS THEREFORE RESOLVED** that the SDDA board authorizes the SDDA Chairperson to execute the Purchase of a Façade Improvement 5 year Easement, providing all required documentation has be gathered and ratified by the Village Clerk.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Adopted at a Regular Meeting of the Village of Downtown Development Authority held on the \_\_\_\_ day of \_\_\_\_\_, 2025.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Village of Stockbridge  
Downtown Development Authority

\_\_\_\_\_  
By: Daryl Anderson  
Its: Chairperson

**CERTIFICATION**

I certify that the above is a true and complete copy of Resolution No. \_\_\_\_\_  
adopted by the Village of Stockbridge Downtown Development Authority at a  
Regular Scheduled Meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Village of Stockbridge  
Downtown Development Authority

\_\_\_\_\_  
By: Jordan Dzurka  
Its: Secretary of SDDA

Drafted by: John L. Gormley (P53539)  
Attorney for the Village of Stockbridge DDA  
Gormley Law Offices, PLC  
101 East Grand River Avenue  
Fowlerville, Michigan 48836  
(517) 223-3758

The following Attachments are incorporated into this resolution:

Attachment – A: Façade Improvement Application

Attachment – B: Façade Improvement Program Application Check List

Attachment – C: Example of FIP – 5 - Year Easement

## ATTACHMENT – A

## FACADE IMPROVEMENT PROGRAM APPLICATION (FIP)

please print clearly

Application Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Numbers : \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Address: \_\_\_\_\_

**INFORMATION REQUIRED IF THE ACTUAL BUILDING OWNER IS DIFFERENT THAN THE STATED ABOVE**

Name of Building Owner (if different): \_\_\_\_\_

Owner Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Numbers : \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Address: \_\_\_\_\_

Provide a detailed description and include cost breakdowns by major categories such as architectural fees, engineering fees, signs, awning, repair, carpentry, electrical, plumbing, etc., as an attachment to this Application.

● Include all project bids with complete cost estimates when submitting Application for review.

- Attach at a minimum one (1) color photocopy image of the existing facade(s) to improve.
- Attach one (1) copy of the project design for exterior improvements for each side.
- Proposed project start date: \_\_\_\_\_
- Proposed completion date: \_\_\_\_\_
- Estimated total dollar amount of the improvement project: \$ \_\_\_\_\_

Project will involve the building's facade sides as follows: (check all that apply)

[ ]. North Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ]. South Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ]. East Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ]. West Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

The undersigned Applicant(s) affirms that:

1. The information submitted herein is true and accurate to the best of my (our) knowledge
2. I (we) have read and understand the conditions of the SDDA Facade Improvement Program and agree to abide by its conditions and guidelines.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_, Date: \_\_\_\_\_

Printed name of Property Owner(s) (if different from above): \_\_\_\_\_

Signature of Property Owner(s) (if different from above):

\_\_\_\_\_ Date: \_\_\_\_\_

## ATTACHMENT - B

### Village of Stockbridge Downtown Development Authority Facade Improvement Program Application Procedures Checklist

- [ ] Has the applicant been asked if they have completely read and understood the Program Description, Application, Guidelines and Checklist provided by the SDDA
- [ ] Has the Façade Improvement Program Application been filled out and returned to the Village Clerk at the Village Hall with all requested support material. No Application will be reviewed at the SDDA meeting without having first contacted the Clerk to evaluate completion of all paperwork. Submissions due no later than the 3<sup>rd</sup> Friday of the prior month for consideration at the next scheduled SDDA meeting.
- [ ] Has documentation been presented that the applicant for the FIP is either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent, who has a commercial, retail, mixed use, or professional building or structure located within the TIF District and the Downtown District.
- [ ] Has the SDDA Chair signed off or verbally approved the Project for consideration by the SDDA Board.
- [ ] Has the Village Clerk confirmed all real and personal property taxes owed to any unit of government and utilities and also owed the Village of Stockbridge are paid in full before proceeding with the Application.
- [ ] Has the applicant provided, at the Applicant's (Initial) sole cost, a completed title search from a title company at the time of filing the application, verifying the ownership interest in the real property that is granting the Easement. If SDDA purchases and FIP Easement for the project, then the cost for the above title search will be reimbursed up to \$300.00 to applicant.
- [ ] The title search shall verify the legal description of the property, tax identification number of the property; the registered owner(s) of the property; and all lien holders and mortgagees of record. If SDDA purchases and FIP easement for the project, then the cost for the above title search will be reimbursed up to \$300.00 to applicant.
- [ ] Please be aware that if there is any other interest other than a mortgage on the property, depicted by the tax identification number of the property an easement will not be purchased by the SDDA and falsification of information may lead to prosecution.

- [ ] All mortgages and liens on the property must be paid at the time of application for a SDDA purchase of a Facade Easement and proof that same are current, must be submitted with the title search by the Applicant and again at the closing of Easement with the DDA; and that there are no other liens on the property other the following allowed conditions : applicant for the FIP is either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent.
- [ ] At completion of project / projects copies shall be submitted of finale permit inspection to the Village Clerk prior to a payment being issued for a SDDA purchase of an easement.
- [ ] The Village Clerk will contact the Chair of the SDDA asking that the Facade Work Group Committee, comprised of members of the SDDA Board, to assist in evaluating The FIP Application and supporting material, a meeting will be scheduled prior to the regularly held SDDA meeting.
- [ ] The Village Clerk reviews all Application material and then forwards the recommendations on to the SDDA at the following SDDA meeting held on the 1st Thursday of the month at 7:00 p.m. in the Village conference room at the Village Hall. Applicants are encouraged to attend the meeting to answer any additional questions that may arise.
- [ ] The SDDA reviews the Project submitted and approves or denies funding.
- [ ] Applicant will receive a letter committing funds or conditions for receipt of funding, if approved.
- [ ] Applicant must commence Project within 60 days of receiving Easement purchase approval and complete project within 12 months. If this timeline cannot be met, Applicant must return to the SDDA, in verbal or written format, and request reevaluation and extension.
- [ ] Any modification (unplanned, unforeseen, or otherwise) to the approved Application must be authorized by the Village Clerk who may defer a decision to the SDDA.
- [ ] Once the Applicant has completed the Facade Improvement and has collected all of his/her receipts, and finalized construction permits, they must be presented to the Village Clerk, and/or his or her designee, by the third (3<sup>rd</sup>) Thursday of the month to be included in the first Monday of the month SDDA meeting for review. SDDA reviews paid receipts / permits at the scheduled meeting and votes on the amount to be awarded for the Easement purchase.
- [ ] Has the SDDA Director has signed off on the completion of the Project
- [ ] Has the Clerk signed off that all real property and personal property taxes due to the Village of Stockbridge and/or Stockbridge Township or any other unit of government are paid current at the time of the closing of Easement with the SDDA.
- [ ] Has the SDDA Board of directors signed off on agreement that the project is completed, and that the SDDA should proceed with the purchase the Façade Easement for the project. the completion of the Project at the agreed upon amount.



- [ ] At the Direction of the Village Clerk the Village Treasurer writes a check from the SDDA account within 30 days, and it is mailed to the address provided on the Application.

NOTE: Project will not be considered for funding if:

- Application process is not complete prior to the beginning of construction
- All documentation requested in the application is not provided
- Final financial report is not complete with required documentation
- The property's taxes and other Village account.

**ATTACHMENT – C**

**EXAMPLE OF FIP: 5-YEAR FAÇADE EASEMENT**

DRAFT

VILLAGE OF STOCKBRIDGE  
DOWNTOWN DEVELOPMENT AUTHORITY  
FACADE IMPROVEMENT PROGRAM

Procedures & Guidelines  
(~~July 28, 2017~~) Adopted  
Village of Stockbridge

Downtown Development Authority  
118 N. Center Street  
Stockbridge, Mi. 49285

## **Village of Stockbridge Downtown Development Authority**

### **Facade Improvement Program Description**

In 2016, the Village of Stockbridge Downtown Development Authority (SDDA) established the present Facade Improvement Program to stimulate appropriate improvements to the exterior of downtown commercial buildings.

The SDDA finds that the creating and maintenance of an attractive downtown is a public purpose which can be achieved, in part, through improvements to building facades. Downtown Stockbridge is pivotal to the economic health of the community because its condition, whether perceived or actual, plays such a large part in the impression that people have in the area. Stockbridge is the focal point of the community, and any neglect will create an image of a deteriorating economic base. As a result, potential businesses may be discouraged from locating in Downtown Stockbridge and existing property owners may defer maintenance and reinvestment in the real estate.

The intent of the FIP is to strengthen the economic viability of Downtown Stockbridge by providing financial incentives for improving the exterior appearance of its buildings. The FIP provides an opportunity to preserve the architectural heritage of Downtown Stockbridge and enhance the unique atmosphere that the area provides to the community. It is important to the aesthetic enhancement of a building is through the preservation of a building's original architectural features.

### **Program Description**

The SDDA has created a Facade Improvement Program (hereinafter "FIP") that is intended to stimulate facade design improvements to downtown buildings in a coordinated fashion, stressing overall compatibility with the historical significance and uniqueness of Stockbridge's downtown structures. The SDDA will provide funds to purchase a 5-year Easement over the improved facade which will be partially reimbursed to the Applicant for the costs incurred to improve buildings consistent with the SDDA Facade Improvement Guidelines and the Applicant. The Village Clerk will communicate the Guidelines most appropriate for each building in the district based on period and style.

### **Definition of a Façade side**

The definition of a "facade side," for the purpose of this document shall be a minimum of six (6') feet and a maximum of ten (10) feet in height of exposed facade and at a minimum, a width that is at least as deep as the narrowest portion of the building's depth from the road frontage it pulls its address from. For example, if the building is 3 stories, but the exposed wall on the east side is 7' above the adjoining building's west wall then that side of the building shall qualify as a one-story building. Two qualify as a 2-story building, the east wall must have at least sixteen (16') feet of exposed facade above the neighboring west wall and three or more stories must have at least twenty-six (26) feet of exposed facade above the neighboring west wall.

### **Eligible Applicants**

The applicant for the FIP is either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent, who has a commercial, retail, mixed use, or professional building or structure located within the TIF District and the Downtown District. A map of the SDDA's TIF District is available at the Village Hall. Public agencies are also eligible to apply for FIP Funds.

With all SDDA Funded projects, restoration is preferable to renovation. Restoration is the attempt to return the facade to its original appearance through the use of authentic materials and the faithful replication of the building to conditions shown in old photos and records. Renovation projects should be sensitive to the historic appearance of the building but may include modern materials and design elements.

*Buildings on the State or National Register In List must be restored or rehabilitated according to the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. If your project does not fall under this category, please see the Stockbridge DDA's design guidelines.*

### **Eligible Buildings**

- 1) Any existing commercial, retail or professional building located within the SDDA TIF District which is owned or used by an eligible Applicant for commercial purposes is considered eligible for FIP Funds. Public agency buildings are also eligible; however, the SDDA will give priority to commercial/income producing buildings over those owned or used by public agencies.

### **Eligible Facade Improvements**

The SDDA and/or it's Facade Work Group reserve the right to determine the eligibility of all items in a project's scope of work. This determination shall be conclusive and final.

All improvements must be permanent and fixed in type and/or nature. Improvements must meet all Village of Stockbridge's code requirements including zoning, building, and safety codes and the applicant must obtain any necessary permits.

Facade features eligible to be restored, renovated, or constructed with Easement purchase dollars shall include, but not be limited to:

- 1) Signage promoting an on-premises commercial/residential use;
- 2) Exterior walls;
- 3) Exterior windows;
- 4) Exterior doors;
- 5) Storefronts;
- 6) Painting of exterior surfaces;
- 7) Cleaning and/or tuck-pointing of brick and stone;
- 8) Awnings (where permitted by design guidelines and zoning ordinances);
- 9) Exterior architectural features;
- 10) Exterior lighting (where permitted by local ordinance);\*

11) Dryvit of exterior walls and the Exterior Insulation and Finishing Systems (EIFS) installation.

\*These items are closely examined through design guidelines and zoning ordinances.

Improvements must be started within 60 days of approval and completed within twelve (12) months of commencement.

### **Ineligible Job Costs**

The applicant may not use easement purchase funds for any of the following:

- 1) Expenses incurred prior to FIP Application approval
- 2) Property acquisition
- 3) Mortgage, land contract financing, or loan fees
- 4) Site plan, sign or building permit fees
- 5) Appraiser, attorney, architect or interior decorator fee
- 6) Wages paid to applicants or applicants' relatives for work associated with the FIP.
- 7) Permanent job tools or those that have a shelf life longer than one year
- 8) Furnishing, trade fixtures, or other items taxed as personal property
- 9) Roofs, landscaping, sidewalks or approaches.

### **Easement Purchase Amounts Subject to Fiscal Budget Year**

#### *Easement Purchase Amounts Subject to Fiscal Budget Year*

1. For buildings under common ownership with one use inside, depending on the height of the building as follows:
  - 1.1 If the building is one story, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$100.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$4,000 per facade side (up to four (4) sides) for a maximum of \$16,000 per building of total eligible expense upon approval of the SDDA;
  - 1.2 If the building is two stories, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$200.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$9,000 per facade side (up to four (4) sides) for a maximum of \$36,000 per building of total eligible expense upon approval of the SDDA;
  - 1.3 If the building is three stories or greater, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$300.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs

or bump-ins of less than two (2) feet, to a maximum of \$13,500 per facade side (up to four (4) sides) for a maximum of \$54,000 per building of total eligible expense upon approval of the SDDA;

2. The requirement of four sides is not intended to eliminate bump-outs or bump-ins greater than two (2') feet or obtuse angles such as those contained on the buildings at the corner of Grand River Ave., and Grand Ave., all of which shall qualify for an Easement purchase over an improved facade and shall be added to one of the sides of the building for the purpose of calculating facade linear footage.
3. When one building is under one ownership but divided into more than one commercial, retail, mixed use (including 2<sup>nd</sup> floor residential uses), and/or professional tenancy, each separate unit which has an individual storefront facade and an independent ground floor entry shall be eligible to individually participate in the FIP funds.
4. As an incentive for major renovation and/or repairs of the facade of condemned buildings (as determined by the building department of the Village of Stockbridge) or other buildings that have been vacant for at least 180 days, the SDDA may, on a majority vote, and after careful review of the project scope and other SDDA obligations, pay more than the maximum fee per facade side established in paragraph 2.3.1, to purchase a FIP Easement and the SDDA may increase the length of time of the Easement or the conditions/burdens placed upon the Grantor, as a condition of the higher purchase price being paid.
5. The definition of a "facade side," for the purpose of this document shall be a minimum of six (6') feet and a maximum of ten (10') feet in height of exposed facade and at a minimum, a width that is at least as deep as the narrowest portion of the building's depth from the road frontage it pulls its address from. For example, if the building is 3 stories, but the exposed wall on the east side is 7' above the adjoining building's west wall then that side of the building shall qualify as a one story building. Two qualify as a 2 story building, the east wall must have at least sixteen (16') feet of exposed facade above the neighboring west wall and three or more stories must have at least twenty-six (26') feet of exposed facade above the neighboring west wall.

### **Program Requirements**

- 1) The Applicant shall provide, at the Applicant's (Initial) sole cost, a title search from a local title company at the time of filing the Application, verifying the ownership interest in the real property that is granting the Easement. If SDDA purchases and FIP Easement for the project, then the cost for the above title search will be reimbursed to applicant.
- 2) The title search shall verify the legal description of the property, tax identification number of the property; the registered owner(s) of the property, and all lien holders and mortgagees of record; If SDDA purchases and FIP easement for the project, then the cost for the above title search will be reimbursed to applicant.
- 3) All mortgages and liens on the property including land contracts or any other form of garnishment interest on the property must be paid at the current time of closing and proof that the same are current must be submitted with the title search by the Applicant and again at the closing of Easement with the DDA; and
- 4) All real property and personal property taxes, utility tax bills owed the Village of Stockbridge, Stockbridge Township, Ingham County or State of Michigan are paid current.
- 5) due to the Village of Stockbridge and/or Stockbridge Township must be paid current at the time of the closing of Easement with the SDDA and proof that the same are current must be submitted with the title search by the Applicant.
- 6) Please be aware that if there is any other interest other than a mortgage on the property, depicted by the tax identification number of the property a easement will not be purchased by the SDDA.

### **Upon Completion Of The Improvements**

- 1) Upon completion of the improvements, and in consideration for the grant of a facade Easement (as described below), the SDDA will purchase a written five (5) year Easement over the Applicant's facade, subject to a written agreement that the Applicant, or its successor in title, maintain the facade in the same condition as it is at the time of entry into the Easement Agreement for five (5) years from the date of grant of the Easement.
- 2) Under MCL 125.1657(1)(h) the SDDA is authorized to: (a) purchase an interest in real property on terms and conditions and in a manner the Authority considers proper, and (b) make a finding that the proposed manner of purchasing a facade Easement with a maintenance agreement is proper under MCL 125.1657(1)(h).
- 3) Pursuant to MCL 125.1657(1)(g) the SDDA is also authorized to: (a) make and enter into contracts necessary to the exercise of its powers and the performance of its duties, and (b) find the entry to the contemplated facade Easement contracts with its requirement for maintenance of the facade by the Applicant for five (5) years is a



necessary contract in order to perform the SDDA's primary duty under the Act to correct and prevent deterioration in the Business District and to encourage historic preservation.

### **5-year Easement Requirements**

*The FIP Five (5) Year Facade Improvement Easement* – (a sample copy is attached to this document and is also available at the Village of Stockbridge Hall and shall be provided to all potential Applicants together with this Resolution).

1. FIP Easements shall be in writing under the following terms and conditions:

- 1.1. The FIP Easement shall be drafted by the SDDA with the assistance of its Attorney.
- 1.2. All owner(s) [as determined by the title search] and, if applicable, the tenant, shall execute the FIP Easement as Grantors.
- 1.3. The Grantee of the FIP Easement shall be the SDDA. The Grantor shall not be able to assign it's rights or responsibilities under the Easement. The Grantee SDDA may assign its rights to the Village of Stockbridge without the consent of the Grantor.
- 1.4. The FIP Easement shall be over the exterior face of the building or structure and shall require the Owner and, if applicable, the tenant, to maintain the building's facade in the same condition and manner it was in when the SDDA accepted the Easement for the five (5) years following the Easement purchase.
- 1.5. As part of the process, and prior to closing, the SDDA shall take photographic evidence of the condition of the facade over which the FIP Easement is being purchased. At least one photograph of each side shall be taken and preserved, with date and time stamp by the SDDA. A copy shall be kept in the Village Office and a copy to the Attorney. Any photo taken by the SDDA for this purpose may be used by the SDDA to promote the Program or the Village of Stockbridge, in general.
- 1.6. For the purpose of the FIP Easement, the facade shall be defined as the front of the building with an imposing or decorative face, and any sides of the building facing a public way or space and finished accordingly. The facade shall include all stairs, ramps, handrails, fire escapes, awnings, fixed lighting, signs, windows, and doors on the front and sides of a building that is facing a public way or space.

- 1.7. The Easement shall be recorded at the Register of Deeds; the expense for same, including any county or state transfer taxes, shall be paid by the Applicant.
- 1.8. The FIP Easement shall provide that if maintenance or repair work is required to the facade during the five (5) year period after its granting, then:
- 1.6. The SDDA shall make a determination if work is required to maintain or repair the facade to the condition it was in at the time the Easement was entered into, which decision shall be made in its sole discretion.
- 1.7. If the SDDA determines work is required on the facade, then it shall write the Owner, and tenant if applicable, and inform them of the work required.
- 1.8. The Owner, and if applicable, the tenant, shall have thirty (30) days to present to the SDDA a proposal to complete the work, which must be completed within ninety (90) days of the notice received under Paragraph 1.7, unless a longer period is approved by the SDDA due to climatic conditions.
- 1.9. If the work is not completed within the time frame outlined in Paragraph 1.8, the SDDA then has the right, but not the obligation, to perform the work itself. If the SDDA does perform the work, then it is authorized to place a written lien on the property for the cost of the repairs and/or maintenance, including the cost of labor and materials.
- 1.10. The SDDA may bring a legal action against the Owner, and where applicable, the tenant, to collect its lien under Paragraph 1.9. in which case, the SDDA's actual attorney fees and costs shall be awarded to the SDDA in addition to the cost of the lien.
- 1.11. At the end of the five (5) years from the date of the grant of the FIP Easement, the Easement shall be designed to automatically terminate without any further affirmative action of the SDDA.

(~~Approved July 28, 2017~~)

FACADE IMPROVEMENT PROGRAM APPLICATION (FIP)

please print clearly

Application Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Numbers : \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Address: \_\_\_\_\_

**INFORMATION REQUIRED IF THE ACTUAL BUILDING OWNER IS DIFFERENT  
THAN THE STATED ABOVE**

Name of Building Owner (if different): \_\_\_\_\_

Owner Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Numbers : \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Information:

Provide a detailed description and include cost breakdowns by major categories such as architectural fees, engineering fees, signs, awning, repair, carpentry, electrical, plumbing, etc., as an attachment to this Application.

- Include all project bids with complete cost estimates when submitting Application for review.
- Attach at a minimum one (1) color photocopy image of the existing facade(s) to improve.
- Attach one (1) copy of the project design for exterior improvements for each side.
- Proposed project start date: \_\_\_\_\_
- Proposed completion date: \_\_\_\_\_
- Estimated total dollar amount of the improvement project: \$ \_\_\_\_\_

Project will involve the building's facade sides as follows: (check all that apply)

[ ☐ ]. North Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ☐ ]. South Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ☐ ]. East Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

[ ☐ ]. West Side of building:

Linear Feet: \_\_\_\_\_

Proposed Work and cost for North side: \_\_\_\_\_

Number of stories: \_\_\_\_\_

Estimated Easement purchase amount: \_\_\_\_\_

The undersigned Applicant(s) affirms that:

1. The information submitted herein is true and accurate to the best of my (our) knowledge
2. I (we) have read and understand the conditions of the SDDA Facade Improvement Program and agree to abide by its conditions and guidelines.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_, Date: \_\_\_\_\_

Printed name of Property Owner(s) (if different from above): \_\_\_\_\_

Signature of Property Owner(s) (if different from above): \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

**Village of Stockbridge  
Downtown Development Authority  
Facade Improvement Program  
Application Procedures Checklist  
(Approved July 28, 2017)**

- ☐ Has the applicant be asked if they have completely read and understood the Program Description, Application, Guidelines and Checklist provided by the SDDA
- ☐ Has the Façade Improvement Program Application been filled out and returned to the Village Clerk at the Village Hall with all requested support material. No Application will be reviewed at the SDDA meeting without having first contacted the Clerk to evaluate completion of all paperwork. Submissions due no later than the 3<sup>rd</sup> Friday of the prior month for consideration at the next scheduled SDDA meeting.
- ☐ Has documentation been presented that the applicant for the FIP is either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent, who has a commercial, retail, mixed use, or professional building or structure located within the TIF District and the Downtown District.
- ☐ Has the SDDA Chair signed off or verbally approved the Project for consideration by the SDDA Board.
- ☐ Has the Village Clerk confirmed all real and personal property taxes owed to any unit of government and utilities and also owed the Village of Stockbridge are paid in full before proceeding with the Application.
- ☐ Has the applicant provided, at the Applicant's (Initial) sole cost, a completed title search from a title company at the time of filing the application, verifying the ownership interest

in the real property that is granting the Easement. If SDDA purchases and FIP Easement for the project, then the cost for the above title search will be reimbursed up to \$300.00 to applicant.

- [ ] The title search shall verify the legal description of the property, tax identification number of the property; the registered owner(s) of the property, and all lien holders and mortgagees of record. If SDDA purchases and FIP easement for the project, then the cost for the above title search will be reimbursed up to \$300.00 to applicant.
- [ ] Please be aware that if there is any other interest other than a mortgage on the property, depicted by the tax identification number of the property an easement will not be purchased by the SDDA and falsification of information may lead to prosecution.
- [ ] All mortgages and liens on the property must be paid at the time of application for a SDDA purchase of a Facade Easement and proof that same are current must be submitted with the title search by the Applicant and again at the closing of Easement with the DDA; and that there are no other leans on the property other the following allowed conditions : applicant for the FIP is either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent.
- [ ] At completion of project / projects copies shall be submitted of finale permit inspection to the Village Clerk prior to a payment being issued for a SDDA purchase of an easement.
- [ ] The Village Clerk will contact the Chair of the SDDA asking that the Facade Work Group Committee, comprised of members of the SDDA Board, to assist in evaluating The FIP Application and supporting material, a meeting will be scheduled prior to the regularly held SDDA meeting.
- [ ] The Village Clerk reviews all Application material and then forwards the recommendations on to the SDDA at the following SDDA meeting held on the 1st Thursday of the month at 7:00 p.m. in Village conference room at the Village Hall. Applicants are encouraged to attend the meeting to answer any additional questions that may arise.
- [ ] The SDDA reviews the Project submitted and approves or denies funding.
- [ ] Applicant will receive a letter committing funds or conditions for receipt of funding, if approved.
- [ ] Applicant must commence Project within 60 days of receiving Easement purchase approval and complete project within 12 months. If this timeline cannot be met, Applicant must return to the SDDA, in verbal or written format, and request reevaluation and extension.
- [ ] Any modification (unplanned, unforeseen, or otherwise) to the approved Application must be authorized by the Village Clerk who may defer a decision to the SDDA.

- [ ] Once the Applicant has completed the Facade Improvement and has collected all of his/her receipts, and finalized construction permits, they must be presented to the Village Clerk, and/or his or her designee, by the third (3<sup>rd</sup>) Thursday of the month to be included in the first Monday of the month SDDA meeting for review. SDDA reviews paid receipts / permits at the scheduled meeting and votes on the amount to be awarded for the Easement purchase.
- [ ] Has the SDDA Director has signed off on the completion of the Project
- [ ] Has the Clerk signed off that all real property and personal property taxes due to the Village of Stockbridge and/or Stockbridge Township or any other unit of government are paid current at the time of the closing of Easement with the SDDA.
- [ ] Has the SDDA Board of directors signed off on agreement that the project is completed, and that the SDDA should proceed with the purchase the Façade Easement for the project. the completion of the Project at the agreed upon amount.
- [ ] At the Direction of the Village Clerk the Village Treasurer writes a check from the SDDA account within 30 days, and it is mailed to the address provided on the Application.

NOTE: Project will not be considered for funding if:

- Application process is not complete prior to the beginning of construction
- All documentation requested in the application is not provided
- Final financial report is not complete with required documentation
- The property's taxes and other Village accounts are not current.

STATE OF MICHIGAN  
VILLAGE OF STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY  
Resolution No. \_\_\_\_\_  
(Dated April 28, 2016)

**RESOLUTION TO ADOPT THE STOCKBRIDGE  
DOWNTOWN DEVELOPMENT AUTHORITY'S  
FACADE IMPROVEMENT PROGRAM**

**WHEREAS**, the Village of Stockbridge Downtown Development Authority (hereinafter, "SDDA") is charged under the *Downtown Development Authority Act* [MCL 125.1651 *et seq*] with correcting and preventing deterioration in the business districts to encourage historic preservation. {Please see preamble to the Act; also see MCL 125.1651a (h), i.e., that the DDA Act was enacted to provide a means for local units of government to eliminate property value deterioration and to promote economic growth in the communities served by those local units of government.}

**WHEREAS**, to effectuate the above goals, DDA's are authorized to acquire and dispose of interests in real property {please see preamble to the Act}.

**WHEREAS**, DDA's are also granted the following enumerated powers:

- a. Under MCL 125.1657 (1)(h) a DDA can purchase an interest in real property upon terms and conditions and in a manner the Authority considers proper;
- b. Pursuant to MCL 125.1657 (1) (g) a DDA is also authorized to make and enter into contracts necessary to exercise its powers and the performance of its duties; and
- c. Finally, pursuant to MCL 126.1657 (1) (c), a DDA is authorized to plan and propose the repair, restoration, preservation and/or reconstruction of an existing building which may be necessary or appropriate to a Plan, which – in the opinion of the DDA – aids in economic growth in the downtown district.

**WHEREAS**, under MCL 125.1652 (2) the enumeration of a power in the DDA Act {e.g., Section 7, Powers} shall not be construed as a limitation upon the general powers of an Authority.

**WHEREAS**, the Business District of Stockbridge is part of the Tax Increment Finance District of the SDDA (hereinafter, "TIF District") and is primarily filled with historic commercial buildings that are 50 to 100+ years old.

**WHEREAS**, the SDDA has determined that many existing facades of these old commercial buildings in the Business District are in different degrees of disrepair and it is foreseen that additional building facades will be falling into disrepair in the future due to age and the cost of maintenance in difficult economic times.

**WHEREAS**, the SDDA has developed a philosophy that "Restoration is preferable to Renovation" with regard to these building facades.

**WHEREAS**, the SDDA has determined to use its broad enumerated power to purchase an easement interest in real property to correct any existing deterioration to facades of buildings in the Business District and prevent future deterioration to the facades of buildings in the Business District.



**WHEREAS**, the SDDA finds that its entry into the contemplated facade easement contracts, with a requirement for perpetual maintenance of the facade by the Applicant, is a necessary contract in order to perform the DDA's primary duty under the Act to correct and prevent deterioration in the Business District and to encourage historic preservation.

**WHEREAS**, before the Program set forth in this Resolution is implemented, the Program will have to be included in a Tax Increment Finance and Development Plan Amendment approved by the SDDA and the Village of Stockbridge Council, pursuant to MCL 125.1667, because the Program will be funded with TIF District revenues that may only be expended pursuant to an approved Tax Increment Finance Plan (MCL 126.1665 (2)).

**WHEREAS**, the SDDA has amended its Plan in 2016 and specifically includes authorization for this Program in Paragraph 16, to wit:

- 16.1      **Facade Improvement Fund:** The SDDA hereby establishes a Facade Improvement Fund to assist existing businesses and buildings located within the SDDA's Downtown Business District to repair, maintain, and upgrade their facades. The assistance shall take the form of a purchase of a facade Easement for consideration equal to fifty (50%) percent of the costs of qualified improvements to an existing building's facade to make it more marketable for sale or lease within the Downtown Business District and more attractive for the use, in whole or in part, of any public or private person, corporation, limited liability company, or combination thereof. The exact terms and conditions of the SDDA's Facade Improvement Fund, including an application process, shall be established and amended from time to time by Resolution of the SDDA. The revenue stream the SDDA will be using to fund the above loans will come from tax increment revenues, pursuant to MCL 125.1661 (1) (e). The SDDA shall not have more than One Hundred Thousand (\$100,000.00) Dollars in aggregate facade easement purchases in any fiscal year under this Program.

**IT IS THEREFORE RESOLVED** that the SDDA's Facade Improvement Program (hereinafter, "FIP") shall be established as follows:

1.      An eligible Applicant for the FIP shall be either an Owner(s), including land contract Vendees with Vendor's written consent, or a tenant(s) with Owner's written consent, who has a commercial, retail, mixed use, or professional building or structure located within the TIF District and the Downtown District [because this Program will be funded with TIF District Revenues -- which may only be spent in the TIF District -- pursuant to an approved Tax Increment Finance and Development Plan (MCL 125.1665 (2))].
  - 1.1      The FIP shall not require the Applicant to obtain the subrogation of any existing mortgages and/or other lien holders to the FIP Easement being purchased.
  - 1.2      The Applicant shall provide, at Applicant's sole cost, a title search from a local title company at the time of filing the Application, verifying the ownership interest in the real property that is granting the Easement.

- 1.2.1 The title search shall verify the legal description of the property, tax identification number of the property; the registered owner(s) of the property, and all lien holders and mortgagees of record;
- 1.2.2 All mortgages and liens on the property must be paid current at the time of closing and proof that same are current must be submitted with the title search by the Applicant and again at the closing of Easement with the DDA; and
- 1.2.3 All real property and personal property taxes due to the Village of Stockbridge and/or Stockbridge Township must be paid current at the time of the closing of Easement with the DDA and proof that same are current must be submitted with the title search by the Applicant.

- 1.3 To be eligible for this FIP, the property must be within the Tax Increment Finance District and the Downtown District of the SDDA.

- 2. **FIP Funding:** the SDDA shall purchase from the Applicant a written and recordable Easement (hereinafter, the "FIP Easement") over the Applicant's facade on an eligible building or structure as follows:

- 2.1 The Applicant shall submit plans to the sole satisfaction of the SDDA and FIP Committee, detailing what facade improvements are contemplated and the cost of same.
  - 2.1.1 All FIP projects proposed by an Applicant shall comply with all applicable Village of Stockbridge Zoning Ordinances, Building Codes, Maintenance Codes, Sign Ordinance, and other applicable rules and regulations; and
  - 2.1.2 FIP improvements may require zoning and /or building permits, which shall be at the Applicant's sole cost.
  - 2.1.3 All FIP projects proposed by an applicant shall complete with only design standards approved by the SDDA.
- 2.2 Within 30 days of the date the Application is submitted, the SDDA's FIP Committee shall meet with the Applicant to discuss the FIP project prior to the full SDDA Board considering approval of the FIP Applicant or the SDDA may extend the review process within this time frame by sending written notice to Applicant. The full SDDA Board shall affirmatively act upon the Application within 90 days of the Application being submitted or it shall be deemed rejected.
- 2.3 The SDDA shall purchase FIP Easements for a fixed price that shall be calculated as follows:
  - 2.3.1 For buildings under common ownership with one use inside, depending on the height of the building, as follows:
    - 2.3.1.1 If the building is one story, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$100.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum

of \$4,000 per facade side (up to four (4) sides) for a maximum of \$16,000 per building of total eligible expense upon approval of the SDDA;

2.3.1.2 If the building is two stories, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$200.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$9,000 per facade side (up to four (4) sides) for a maximum of \$36,000 per building of total eligible expense upon approval of the SDDA;

2.3.1.3 If the building is three stories or greater, then the lesser of: (a) fifty (50%) percent of the cost of the eligible facade improvements (see paragraph 3.1); or (b) \$300.00 per linear foot as measured in a straight line at the base of the building, without accounting for any bump-outs or bump-ins of less than two (2) feet, to a maximum of \$13,500 per facade side (up to four (4) sides) for a maximum of \$54,000 per building of total eligible expense upon approval of the SDDA;

2.3.1.4 The requirement of four sides is not intended to eliminate bumpouts or bump-ins greater than two (2') feet or obtuse angles such as those contained on the buildings at the corner of Grand River Ave., and Grand Ave., all of which shall qualify for the FIP and shall be added to one of the sides of the building for the purpose of calculating facade linear footage.

2.3.2 When one building is under one ownership but divided into more than one commercial, retail, mixed use (including 2<sup>nd</sup> floor residential uses), and/or professional tenancy, each separate unit which has an individual storefront facade and an independent ground floor entry shall be eligible to individually participate in the FIP Funds.

2.3.3 As an incentive for major renovation and/or repairs of the facade of condemned buildings (as determined by the Building Department of the Village of Stockbridge) or other buildings that have been vacant for at least 180 days, the SDDA may, upon a majority vote and after careful review of the Project scope and other SDDA obligations, pay more than the maximum fee per facade side established in paragraph 2.3.1, to purchase a FIP Easement and the SDDA may increase the length of time of the Easement or the conditions/burdens placed upon the Grantor, as a condition of the higher purchase price being paid.

2.3.4 The definition of a "facade side," for the purpose of this Resolution shall be a minimum of six (6') feet and a maximum of ten (10') feet in height of exposed facade and at a minimum, a width that is at least as deep as the narrowest portion of the building's depth from the road frontage it pulls its address from. For example, if the building is 3 stories, but the exposed wall on the east side is 7' above the adjoining building's west wall, then that side of the building shall qualify as a one story building. To qualify as a 2 story

building, the east wall must have at least sixteen (16') feet of exposed facade above the neighboring west wall and 3 or more stories must have at least twenty-six (26') feet of exposed facade above the neighboring west wall.

- 2.4 The total amount the SDDA shall pay to purchase a facade Easement for a building during any five (5) year period may not exceed \$16,000 or \$36,000 or \$52,000 {depending on whether its one story, two stories, or three stories}, except:
  - 2.4.1 As contemplated in paragraph 2.3.3;
  - 2.4.2 The SDDA may purchase several facade Easements over the same facade during the course of any five (5) year period for those property owners who desire to complete the work on the facade in increments, so long as the SDDA is not paying more than once in any five (5) year period for the same improvement and the total does not exceed \$16,000/\$36,000/\$52,000 in that five (5) year period.
- 2.5 All eligible improvements for a FIP Easement must be started within sixty (60) days of approval by the SDDA, and completed within twelve (12) months of the commencement date of the work, unless extended by Resolution of the SDDA.
- 2.6 Upon completion of the improvements, and in consideration for the grant of a facade Easement (as described in paragraph 4), the SDDA will purchase a written five (5) year Easement over the Applicant's facade, subject to a written agreement that the Applicant, or its successor in title, maintain the facade in the same condition as it is at the time of entry into the Easement Agreement for five (5) years from the date of grant of the Easement.
  - 2.6.1 Under MCL 125.1657(1)(h) the SDDA is authorized to: (a) purchase an interest in real property on terms and conditions and in a manner the Authority considers proper, and (b) make a finding that the proposed manner of purchasing a facade Easement with a maintenance agreement is proper under MCL 125.1657(1)(h).
  - 2.6.2 Pursuant to MCL 125.1657(1)(g) the SDDA is also authorized to: (a) make and enter into contracts necessary to the exercise of its powers and the performance of its duties, and (b) find the entry to the contemplated facade Easement contracts with its requirement for maintenance of the facade by the Applicant for five (5) years is a necessary contract in order to perform the DDA's primary duty under the Act to correct and prevent deterioration in the Business District and to encourage historic preservation.
  - 2.6.3 The SDDA is also authorized to plan and propose the renovation, repair, restoration, preservation, and/or reconstruction of an existing building which may be necessary or appropriate to a Plan which, in the opinion of the SDDA, aids in economic growth in the Downtown District. The SDDA finds that restoration, repair, renovation, preservation, and/or reconstruction of existing aged facades in the Downtown District will aid economic growth in said area.

3. **Eligible Facade Improvements:** All eligible facade improvements must be permanent and fixed in type and/or nature and have an anticipated useful life of ten (10) years or more.
  - 3.1 Facade features eligible to be restored, renovated, or constructed with Easement purchase dollars shall include, but not be limited to:
    - 3.1.1 Signage promoting an on premises commercial/residential use;
    - 3.1.2 Exterior walls;
    - 3.1.3 Exterior windows;
    - 3.1.4 Exterior doors;
    - 3.1.5 Storefronts;
    - 3.1.6 Painting of exterior surfaces;
    - 3.1.7 Cleaning and/or tuck-pointing of brick and stone;
    - 3.1.8 Awnings (where permitted by design guidelines and zoning ordinances);
    - 3.1.9 Exterior architectural features;
    - 3.1.10 Exterior lighting (where permitted by local ordinance); and
    - 3.1.11 Dryvit of exterior walls and the Exterior Insulation and Finishing Systems (EIFS) installation.
  - 3.2 Restoration required for FIP funding:
    - 3.2.1 Any building on the State National Register must be restored or rehabilitated according to the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings in order to be eligible for the FIP.
    - 3.2.2 The SDDA's philosophy is that restoration is preferable to renovation with regards to the FIP.
      - 3.2.2.1 Restoration is the attempt to return the facade to its original appearance at the time the building was constructed through the use of authentic materials and the faithful replication of the building to conditions shown in old photos and records. Restoration is eligible for the FIP.
      - 3.2.2.2 Renovation projects shall be sensitive to the historic appearance of the building but may include modern materials and design elements.
  - 3.3 Facade features that are not eligible for calculating funding under Paragraph 2.3 shall include, but not be limited to:
    - 3.3.1 Expenses incurred prior to FIP Application approval;
    - 3.3.2 Real property acquisition;
    - 3.3.3 Mortgage, title work, title searches, land contract financing, loan fees, easement work, or register of deeds filing;
    - 3.3.4 Site plan fees, sign permit fees, or building permit fees;
    - 3.3.5 Appraiser, attorney, architect, interior decorator, or other professional fees;
    - 3.3.6 Wages paid to Applicant or Applicant's relatives to the 3<sup>rd</sup> degree of kinship for work associated with the FIP;

- 3.3.7 Permanent job tools or those that have a shelf life longer than one (1) year;
  - 3.3.8 Furnishings, trade fixtures, or other items taxed as personal property; and
  - 3.3.9 Roofs, landscapes, sidewalks, or approaches (except approaches that make the building American Disability Act ("ADA") compliant for ingress/egress).
- 3.4 In the event the actual physical construction has not commenced within sixty (60) days of the date of approval by the SDDA and/or is not completed within twelve (12) months of commencement, the FIP approval shall be deemed rejected/cancelled/withdrawn unless the SDDA, by an affirmative vote, determines to extend same.
- 3.5 Rights Reserved - the SDDA reserves the right to reject any and all Applicants for failure to follow the terms of this Program. The specific Program Procedures and Guidelines detailed herein are subject to revision or amendment by the SDDA Board at any time. The SDDA may discontinue this Program at any time. Additionally, the Program shall automatically stop acting on funding request in any budget year if the SDDA runs out of FIP funding in that year, without any liability to Applicants who have not been funded.
- 3.6 *The FIP Program Description* - shall be available at the Village of Stockbridge Hall and provided to all potential Applicants together with this Resolution.
- 3.7 *The FIP Application Procedures Checklist* - shall be available at the Village of Stockbridge Hall and provided to all potential Applicants together with this Resolution.
- 3.8 *The FIP Application* - shall be available at the Village of Stockbridge Hall and provided to all potential Applicants together with this Resolution.
- 3.9 *The FIP Five (5) Year Facade Improvement Easement* - is a sample copy which shall be available at the Village of Stockbridge Hall and provided to all potential Applicants together with this Resolution.
4. FIP Easements shall be in writing under the following terms and conditions:
- 4.1 The FIP Easement shall be drafted by the SDDA with the assistance of its Attorney.
  - 4.2 All owner(s) [as determined by the title search] and, if applicable, the tenant, shall execute the FIP Easement as Grantors.
  - 4.3 The Grantee of the FIP Easement shall be the SDDA. The Grantor shall not be able to assign its rights or responsibilities under the Easement. The Grantee SDDA may assign its rights to the Village of Stockbridge without the consent of the Grantor.
  - 4.4 The FIP Easement shall be over the exterior face of the building or structure and shall require the Owner and, if applicable, the tenant, to maintain the building's

facade in the same condition and manner it was in when the SDDA accepted the Easement for the five (5) years following the Easement purchase.

4.4.1 As part of the process, and prior to closing, the SDDA shall take photographic evidence of the condition of the facade over which the FIP Easement is being purchased. At least one photograph of each side shall be taken and preserved, with date and time stamp by the SDDA. A copy shall be kept in the Village Office and a copy to the Attorney. Any photo taken by the SDDA for this purpose may be used by the SDDA to promote the Program or the Village of Stockbridge, in general.

4.4.2 For the purpose of the FIP Easement, the facade shall be defined as the front of the building with an imposing or decorative face, and any sides of the building facing a public way or space and finished accordingly. The facade shall include all stairs, ramps, hand rails, fire escapes, awnings, fixed lighting, signs, windows, and doors on the front and sides of a building that is facing a public way or space.

4.5 The Easement shall be recorded at the Register of Deeds; the expense for same, including any county or state transfer taxes, shall be paid by the Applicant.

4.6 The FIP Easement shall provide that if maintenance or repair work is required to the facade during the five (5) year period after its granting, then:

4.6.1 The SDDA shall make a determination if work is required to maintain or repair the facade to the condition it was in at the time the Easement was entered into, which decision shall be made in its sole discretion.

4.6.2 If the SDDA determines work is required on the facade, then it shall write the Owner, and tenant if applicable, and inform them of the work required.

4.6.3 The Owner, and if applicable, the tenant, shall have thirty (30) days to present to the SDDA a proposal to complete the work, which work must be completed within ninety (90) days of the notice received under Paragraph 4.6.2, unless a longer period is approved by the SDDA due to climatic conditions.

4.6.4 If the work is not completed within the time frame outlined in Paragraph 4.6.3, the SDDA then has the right, but not the obligation, to perform the work itself. If the SDDA does perform the work, then it is authorized to place a written lien on the property for the cost of the repairs and/or maintenance, including the cost of labor and materials.

4.6.7 The SDDA may bring a legal action against the Owner, and where applicable, the tenant, to collect its lien under Paragraph 4.6.4, in which case, the SDDA's actual attorney fees and costs shall be awarded to the SDDA in addition to the cost of the lien.

4.7 At the end of the five (5) years from the date of the grant of the FIP Easement, the Easement shall be designed to automatically terminate without any further affirmative action of the SDDA.

5. The SDDA shall not have more than \$100,000.00 in aggregate FIP funding in any fiscal year

under this Program. The amount of the spending authorized by the SDDA at its sole discretion shall be established in its annual fiscal year budget.

6. The FIP may be amended, expanded, or contracted at any time by Resolution of the SDDA with or without retroactive effect.

I further certify that the following Members were present at said meeting:

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and that the following Members were absent:

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I further certify that Member, , moved for adoption of said resolution, and that Member, \_\_\_\_\_ supported said motion.

I further certify that the following Members voted for adoption of said Resolution:

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and that the following Members voted against adoption of said Resolution:

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C.G. Lantis  
DDA Chairperson

I certify that the above is a true copy of Resolution No \_\_\_\_\_  
adopted by the Village of Stockbridge Downtown Development Authority at  
its regular meeting held on April 28, 2016

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Teresa Miller,  
DDA Secretary





**Stockbridge Downtown Development Authority  
Bidding Specification for 3-year Contract for maintaining the  
SDDA Banner Program**

**118 N. Center Street, Stockbridge, Mi, 48285**

Date: December 19, 2024

Requirements for the Village of Stockbridge Light Pole Banner/ Flag Change-Out, Maintenance Services and Misc. Services

Term of this Contract is 3 years that can be renewed at the discretion of the SDDA Board of Directors.

### **Project Overview**

The bidder will submit a bid for the below listed scheduled banner/flag change-out, ongoing maintenance and miscellaneous services in downtown Stockbridge. This bid specification dictates a systematic approach to banner/flag swapping based on season and or event-driven schedules, as well as maintenance services to ensure the banners and mounting hardware remain in excellent condition year-round and any requested miscellaneous services needed.

### **Scope of Work**

#### **1. Scheduled Banner Change-Outs**

- Remove and replace light pole banners according to a predefined schedule (e.g., seasonally, or for special events).
- Ensure timely installation to meet seasonal or event deadlines.

#### **2. Maintenance and Storage**

- Inspect banners during every change-out for wear, damage, or fading, and report any issues.
- Clean banners and hardware to maintain a polished appearance.
- Tighten, adjust, or replace mounting hardware as needed to ensure secure placement.

- Safely store banners are not currently in use flat in a clean, organized, and weather-protected space.

### 3. Emergency Service

- Offer emergency services to address unexpected banner damage or replacement needs (e.g., severe weather incidents).

### 4. Documentation and Reporting

- Provide regular reports on the condition of banners and hardware.
- Maintain an inventory of banners and their rotation schedule.

## **The following schedule shall be maintained by the successful company awarded the contract.**

- Each season starts in Mid-January or immediately after the Christmas decorations are removed.
- Inspections and minor repairs to be conducted during each visit.

## **AMERICAN FLAGS**

1. All American flags are to be displayed one week prior to the National Holiday and taken down the next day after the Holladay. This requirement is being made in respect to the Villages American legion request.
2. Schedule of Change outs of Banners and American Flags .
  - a. January: Remove previous banners and Display our existing 35 each Panther Banners. (Termed a Total Change out).
  - b. February: No Change from above
  - c. March: Remove previous banners and Display 35 each of assorted types of Spring Banners (Termed a Total Change out).
  - d. April: No Change from above
  - e. May: For Memorial day. Display our 16 each our Nations Flags. The location where flags are to be flown are identified with a red dot on the map below.

- e.1. Also, in May display our assortment of Day In the Village and Panther Banners. Total of 35 banners. (Termed a Total Change out).
- f. June: Remove previous banners and our 35 ea. Pump track banners ie. Summer Banners . (Termed a Total Change out).
- g. July: National Holiday the Fourth of July. Display our 16 each our Nations Flags. The location where flags are to be flown are identified with a red dot on the map below.
- h. August: Display our assortment of Harvest festival and Panther Banners. Total of 35 Banners. (Termed a Total Change out).
- i. September: For labor day. Display our 16 each our Nations Flags. The location where flags are to be flown are identified with a red dot on the map below.
- j. October :Display our assortment of 35 each Halloween and Fall Banners. (Termed a Total Change out).
- k. November : Display our assortment of 35 each Festival of Lights and Season Greeting banners. (Termed a Total Change out).
- l. December: Display our assortment of 35 each Holiday and Winter banners. (Termed a Total Change out).

### **Cost Breakdown**

1. Change-Out Service Banners (per pole, per rotation): \$ 30 .
  - 1.a. Total cost for a complete change out of all 35 ea. banners.  
\$ 1050
2. Change out service for American Flags when needed (fee includes installation and take down) \$ 30 .
3. Maintenance (per pole):
  - Bracket Repair \$ 5
  - Rebuild of light pole hardware \$ 15 (light pole hardware to be purchased by SDDA)
4. Emergency Service (per incident): \$ 0 .

5. Storage of banner in a manner described in this bid specification :\$ 0.
6. Cost of the below listed warranty requirements
  - Hardware Care: Any replacement of hardware due to regular wear and Tear\$ 0. (Light pole hardware to be purchased by SDDA)
  - Emergency Support: Guaranteed response time must be within 24 hours for emergency requests.\$ 0

### **Miscellaneous Services**

1. Bidder to provide an hourly rate for services and at what hours of the day those services are available and if weekend coverage is provided and at what additional cost per hour. These services are minor in nature and generally require manpower and some construction or mechanical abilities.
  - \$ 40 per hour, per person with a SDDA paying for a minimum of 3 hours billed per occurrence with a minimum of 2 people per service. (but not limited to 2 people. The amount of people depends on the job.)
  - Days and times of the week miscellaneous service would be available.


Availability is open to your request. If possible to receive a 2 week in advance notice but not required.

  - \$ 0 Guaranteed Emergency Service within 24 hours (per incident)

### **LIABILITY INSURANCE**

1. The successful bidder must provide a one-million-dollar liability insurance policy that holds the Village of Stockbridge harmless. Or any other type of coverage for the Village that is acceptable to the SDDA attorney.

This Bid is being submitted by (Print): Jennifer Conant

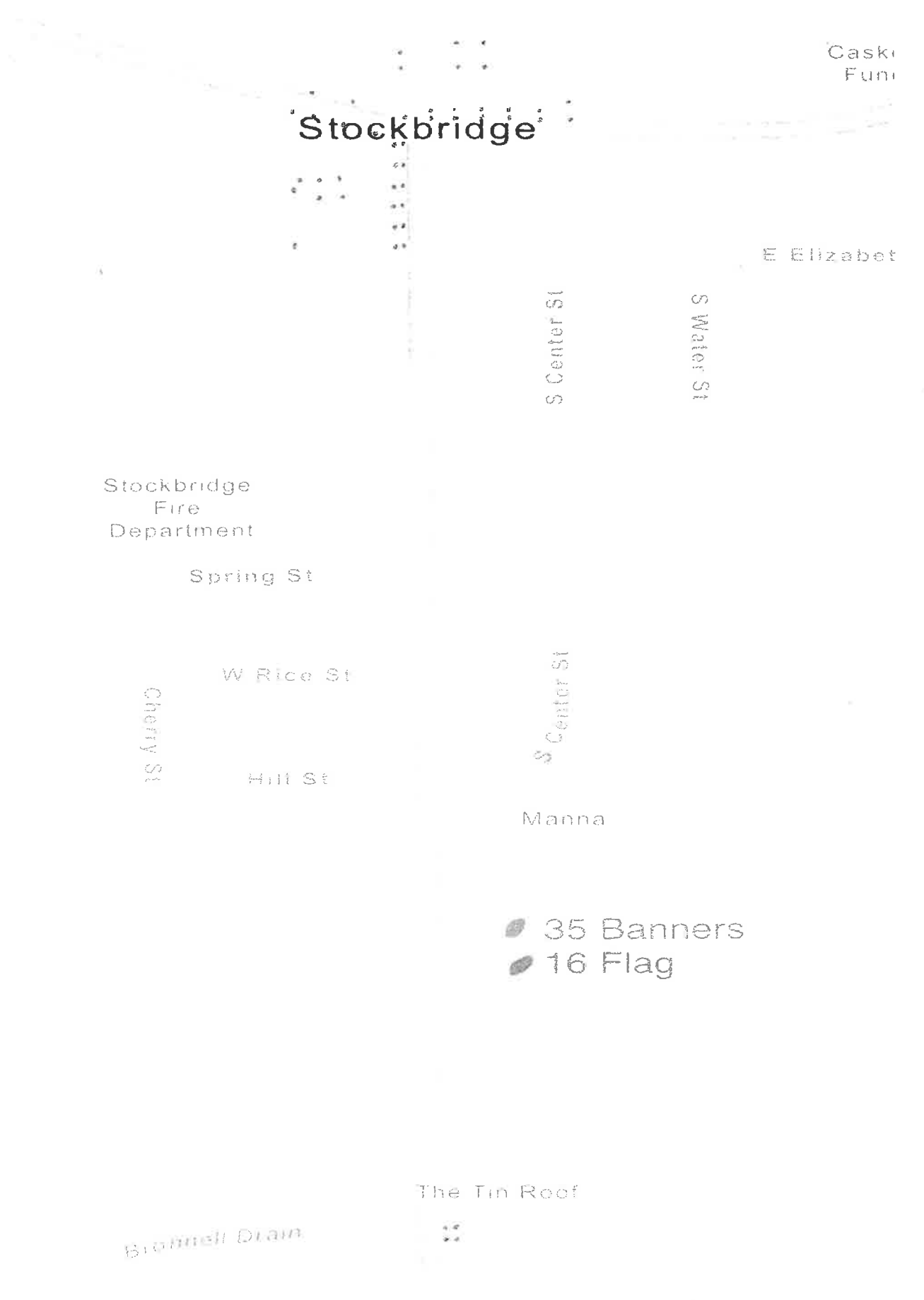
  
Signature

Date: Jan 20, 2025

Bidding Specification prepared by:

Daryl Anderon  
Chair of the SDDA

Any questions Daryl and be reached at:  
[danderson@stockbridgedda.org](mailto:danderson@stockbridgedda.org)  
Or Cell: (517) – 490-4072



## Banner/Flag Schedule

<p><b>JANUARY</b></p> <p>Panther Banners</p>	<p><b>FEBRUARY</b></p>	<p><b>MARCH</b></p> <p>Spring Banners</p>
<p><b>APRIL</b></p>	<p><b>MAY</b></p> <p>Flags A Day in The Village/ panther banners</p>	<p><b>JUNE</b></p> <p>Summer Banners Replace ADITV</p>
<p><b>JULY</b></p> <p>Flags</p>	<p><b>AUGUST</b></p> <p>Harvest Fest and Panther Banners (Back to school)</p>	<p><b>SEPTEMBER</b></p> <p>Flags</p>
<p><b>OCTOBER</b></p> <p>Halloween and Fall Banners</p>	<p><b>NOVEMBER</b></p> <p>Festival of Lights Banners</p>	<p><b>DECEMBER</b></p> <p>Holiday Banners</p>

APPROVED SDDA FY-2025/2026 BUDGET VILLAGE BY COUNCIL ON JANUARY 16, 2025			
ESTIMATED REVENUES Dept 000 - GENERAL			Total expected available funds on March 01, 2025
248-000-4002.000	Estimated Stockbridge Township distribution of 2024 TIFD captured tax revenue collected from all other taxing authorities in addition to the township.		<b>\$100,988</b>
248-000-402.001	Actual Village TIFD captured revenue from 2024 /2025 FY levied taxes		<b>\$112,691</b>
248-000-402.000	CARRY FORWARD (Current Eaton Bank Balance)		<b>\$190,307</b>
248-000-411.000	DELINQUENT TAX REVENUE from Township		<b>\$ 10,000</b>
248-000-663.000	INTEREST		<b>\$ 3,000</b>
<b>TOTALS</b>			<b>\$416,986</b>
Dept 000 - GENERAL	PROPOSED ACTIVITY		AMOUNT BUDGETED FOR ACTIVITY
248-000-818.001	Professional services		\$39,250
248-000-818.014	Anticipated Engineering cost associated with any engineering service required for installation of Sidewalks and cement slabs /permits etc, erosion control, fencing securing of bleacher Veterans Park and any other required engineering service as they occur.		<b>\$5,000</b>
248-000-701.000	Attorney / Legal fees		\$10,000
248-000-801.000	Salary – Grant Writer		<b>\$5,000</b>
248-000-970.003	Capital Outlay – Barriers / Buckets		\$10,000
Create a master GL number for C.O.	CAPITAL OUTLAY		<b>\$0.000</b>
248-000-970.002	Capital Outlay- Facade Program		\$50,000
Need GL Number	Fire hydrant replacement 2 each minimum depending on cost for each replacement		\$25,000
Need GL Number	Bleacher Project: Installation of one Current Slab, One Sidewalk, Purchase, assembly and installation of one bleacher. Minus any engineering or attorney cost.		<b>\$34,030</b>
Only issue GL Number if you cannot track the total expenses	Installation of a new sidewalk from the S. West Corner of W. Main and Wood street to the Entrance of Veterans park . for this project which may not end up being completed this FY		<b>\$10,000</b>
Need GL Number	Sealing of Pump Tract asphalt as long as Sealant does not contain PAHs		<b>\$20,000</b>



248-000-821.000	Revenue sharing \$56,650, Per 2025 - 2026 Revenue sharing agreement, <del>Properly storing of SPDA records one-time expense \$2,000 Amending SPDA plan only if necessary \$4,200</del> INCREASE OF \$1,650 . FROM APPROVED BUDGET	\$62,850
248-000-899.000	Mater GL number for Community promotion:	
Needs a GI Number	Veterans Park Improvements Etc.	\$27,000
248-000-900.000	. Includes Purchase and Installation of Fourteen New Trash Cans \$11,500 C, 3 each Bike rack \$1,500, C Park benches 3 each (have Heather order) \$2,000 Information Kiosks \$12,000 C	\$12,000
248-000-899.001	IMC cell phone expenses \$5,000 C Community promotion expenses \$5,000, C Printing and Publishing \$2,000 C	\$2,000
248-000-899.003	Delete Printing and Publishing	\$10,000
248-000-899.004	A Day in the Village	\$2,500
248-000-899.005	All Clubs Day	\$1,500
248-000-899.006	All Clubs Ride	\$10,000
248-000-899.007	Harvest Festival	\$3,000
248-000-899.008	Downtown Beautification, flowers, planters etc.	\$2,500
248-000-899.009	Festival of Lights / Small business Saturday November 23, 2024	\$1,500
248-000-899.010	Open air Market	\$10,400
248-000-899.016	New Seasonal Decorations and installation and removal of Christmas lights on trees in CBD 5 K Run Pump Track Mowing	\$1,000 \$8,000
TOTALS	NEW	\$358,880
NEW TOTAL	NEW TOTAL BECAUSE OF \$1,650 MISTAKE MADE ON REVENUE SHARING AGREEMENT 2025- 2026 PAYMENT WAS NOT \$55,000 BUT IS \$56, 650	\$360,530

Begin forwarded message:

**From:** Michigan Executive Office of the Governor <mieog@govsubscriptions.michigan.gov>

**Date:** January 23, 2025 at 12:17:59 PM EST

**To:** jillredfield1@gmail.com

**Subject: RELEASE: Gov. Whitmer Announces Michigan to Deliver \$79.3 Million in Additional Capital for Small Businesses and Entrepreneurs**



**FOR IMMEDIATE RELEASE**

January 23, 2025

Contact: [press@michigan.gov](mailto:press@michigan.gov)

**Gov. Whitmer Announces Michigan to Deliver \$79.3 Million in Additional Capital for Small Businesses and Entrepreneurs**

**LANSING, Mich.** – Today, Governor Gretchen Whitmer announced the second round of State Small Business Credit Initiative (SSBCI) 2.0 funds, which will make \$79,383,856 available for Michigan’s small businesses. In the first round, the MEDC supported 636 loans, totaling \$72 million.

“Michigan’s small businesses are the driving force behind our economy,” said **Governor Whitmer**. “Today’s nearly \$80 million investment in entrepreneurs and small business owners across Michigan will create good-paying jobs and help us continue leading the future of manufacturing. Let’s keep working across the aisle in Lansing and with our partners in DC to help businesses of all sizes expand in Michigan so we can build on our strong economic momentum.”

“The SSBCI program is a key tool in our continued efforts to decrease the gap in access to capital for Michigan small businesses,” said **MEDC SVP of Small Business Services and Solutions Amy Rencher**. “We are proud of our commitment to underrepresented small businesses in urban and rural communities across the state, demonstrated by unlocking an additional \$8.1 million in capital for loans made to VSB and SEDI-led companies.”

SSBCI is designed to catalyze private capital in the form of loans to and investments in small businesses, particularly in historically underserved communities and among entrepreneurs who may have otherwise lacked the support needed to pursue their business ambitions. SSBCI support can be transformative in a range of industries, including small manufacturing, supply chain, and other sectors.

With its request for the second tranche of SSBCI 2.0 funding, the MEDC will continue to leverage these federal resources to improve access to capital for Michigan entrepreneurs.

### **SSBCI Programs Supporting Small Businesses**

The state continues to help break down barriers for entrepreneurs through the SSBCI program, including the SSBCI Technical Assistance (TA) program. Michigan was awarded \$5.2 million in federal funding to deliver legal, accounting, and/or financial advisory services to eligible small businesses through qualified technical assistance providers.

The TA Program aims to increase awareness of SSBCI Capital Programs, to increase readiness to apply for capital, to support the successful acquisition of capital, and to provide support throughout the length of the loan. This work has created a coordinated, networked infrastructure of quality technical assistance providers that deliver high touch, one-on-one support of pre-loan and post close technical assistance in all areas of the state. This program is available to eligible very small businesses (VSB) with less than 10 employees, and SEDI-owned businesses.

In October 2023, nine SSBCI Technical Assistance providers were selected to support entrepreneurs across the state in obtaining legal, accounting and financial advisory services to increase awareness of, and readiness for small businesses applying for capital.

In September 2024, the MSF received its second tranche of TA funding from the U.S. Treasury, demonstrating the successful launch and deployment of the TA program and disbursement of tranche one's funding to TA Providers. Over the next three years, TA Providers will serve over 2,000 Michigan businesses.

Early program outcomes reflect 123 unique businesses served and 686 total TA hours delivered. Of the unique businesses served, 63 were referred to an SSBCI supported lending program. TA Providers supported the submission of 42 loan applications, 35 that have received approval resulting in securing over \$1.8 million in capital.

In September, the U.S. Department of Treasury also announced a \$9.1 million grant to launch the Michigan Auto Supplier Transition Program (MASTP) to help small and underserved automotive manufacturers and aftermarket suppliers secure financing to scale and shift to supplying the electric vehicle supply chain.

Made possible by SSBCI, MASTP will provide financial, legal, accounting, and other support services to underserved and very small businesses, including helping these firms to access the over \$230 million in additional lending and equity investments made available to support Michigan businesses through the American Rescue Plan's SSBCI program. The MEDC will oversee the program in coordination with the Michigan Department of Labor and Economic Opportunity Community and Worker Economic Transition Office. The program is anticipated to launch in January 2025.