

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
February 9, 2022 @ 5:30 p.m.**

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

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bales, Stencel, Yankee, Westbrook, Drouillard

ABSENT: Bender, Kaatz, Blaesing, VanDyke

OTHERS PRESENT: A. Sutton, D. Picot, M. Fulton, K. DeCoster, P. Muoio, D. Faber, M. Ziegler, S. Stencel

APPROVAL OF AGENDA:

MOTION by Drouillard, seconded by Westbrook to approve the agenda as amended adding #5 under Unfinished Business (Benches & Tables).

All Ayes

Motion carried.

APPROVAL OF MINUTES

MOTION by Bales, seconded by Adams to approve the 12-8-21 minutes as presented.

All Ayes

Motion carried.

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION: - Stacey Bales explained financial reports.

MOTION by Drouillard, seconded by Adams to approve the financials as presented.

Roll Call:

Ayes – Drouillard, Adams, Stencel, Bales, Yankee, Westbrook

Nays – None

Motion carried

UNFINISHED BUSINESS:

1. **Website Update** – Drouillard explained the new website is moving along well. The training session is scheduled for February 24, 2022. Discussion follows on the current email issues.
2. **DDA Duties** – Yankee explained the Master Plan has outlined action plans for all it's entities. Yankee hands out and explains each highlighted action item that pertains to the DDA. Discussion follows.
3. **Long Term Absences** – Yankee explained the DDA By-Laws state "committee members who have unexcused absences for (3) consecutive meetings can be removed". Yankee asked what do we consider unexcused? Discussion follows. Yankee asked for the DDA Board's direction going forward on contacting committee members who fall into this category. It should a Board decision not just the Chairperson's decision. Board agrees and suggests getting more members to join the Board.

4. **TIF/Boundary Expansion Updates** – Yankee explained I have been in contact with Carmine’s office. They have drafted a formal letter that will go out to the taxing jurisdictions. Two meetings will be held with these taxing jurisdictions on February 28, 2022 and March 1, 2022. These are strictly informational meetings via zoom. Carmine indicated this process is not something you want to do quickly.
5. **Benches & Tables** – Yankee explained the cost of labor for the benches and tables has gone up. This is due to the fact the original quoted was figured at a part time employee’s wage. That part time employee has now become full time at a higher wage. Sutton handed out a chart showing the difference in price. Drouillard explained he recalled Bender discussing this may happen.

MOTION by Drouillard, seconded by Westbrook to adjust the not to exceed amount to \$11,000.00 for the bench and table project.

Roll Call:

Ayes: Drouillard, Westbrook, Yankee, Bales, Stencel, Adams

Nays: None

Motion carried

NEW BUSINESS:

1. **Meeting Dates** – Yankee explained we need to approve the DDA 2022 Meeting Dates as well as setting (2) DDA Informational Meetings that would start at 5:00 p.m.

MOTION by Drouillard, seconded by Bales to approve the 2022 DDA Meeting Dates with the informational meetings being set for May and October.

All Ayes

Motion carried

2. **Flower Bids** – Yankee explained we received (1) bid from Croswell Greenhouse for the 2022 spring/summer flowers. Yankee opened bid. Croswell Greenhouse bid included (32) pots and (74) hanging baskets for a total of \$5,410.00. They asked for the pots/planters to be delivered by March 1, 2022.

MOTION by Drouillard, seconded by Westbrook, to approve the bid from Croswell Greenhouse for the 2022 spring/summer flowers in the amount of \$5,410.00.

Roll Call:

Ayes: Drouillard, Westbrook, Yankee, Stencel, Adams

Abstain: Bales

Nays: None

Motion carried

CORRESPONDENCE: None

PUBLIC COMMENT:

- Kathy DeCoster – commented on enjoying her previous service on the DDA Board and would like to be on it again.
- Mike Fulton – commented on offering his help with any streetscape projects.

** Kaatz arrived at 6:25 p.m.

- Peter Muoio – commented on the redevelopment of the harbor and happy to hear that there is interest in the Village Green.
- Dave Picot – commented on the Master Plan roll out for March 3, 2022. DDA Board is invited.
- Mike Ziegler – commented on the parking study that was already done.
- Doug Drouillard – commented thank you to Dave Picot for all his work.

ADJOURNMENT:

MOTION by Drouillard, seconded by Bales to adjourn the meeting at 6:30 pm.

All Ayes

Motion carried.

Respectfully submitted,
Vicki Scott
February 9, 2022

Approved