

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
May 16, 2022 @ 5:00 p.m.**

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

ROLL CALL: by Vicki Scott

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

ABSENT: Bender, Stencel, Blaesing, VanDyke

OTHERS PRESENT: A. Sutton, S. McCoy, J. Huepenbecker, L. Jackson

APPROVAL OF AGENDA:

MOTION by Drouillard, seconded by Bales, to approve the agenda as presented.

All Ayes

Motion carried.

PUBLIC COMMENT:

- Liz Jackson thanked the DDA for the grant donation last week. Liz explained the total cost for Music in the Park and Bach is \$16,250.00 for 9 weeks.

BUSINESS:

1. **Budget Amendments** – McCoy explained she has true up the numbers on each line item. We will have to wait on the DDA grant line item until next month to see if any applications come in. I will need to true up that line item by June 17th, 2022, as I have to have our final budget ready by that week. Discussion follows on the music/speaker line-item invoices. Kaatz suggested to plan for inflation next year. Kaatz explained we need to discuss the contracted services by the Village. It has been \$20,000.00 in the past. This amount needs to be looked into as it is not enough. Yankee explained the DDA needs to be billed exactly like other entities. Kaatz explained the Parks & Rec budget pays for the materials and clean up after all events which doesn't seem fair. Discussion follows on a solution to this issue. Kaatz explained the DDA could be billed for exactly what was done by DPW. Sutton explained the number is approximately \$55,000.00 yearly billed by DPW for all events. Drouillard asked about the contract for the Agri-Valley internet. Drouillard will look into this for next month.

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

Roll Call:

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

Nays: None

Motion carried

**Stencel arrived at 5:27 p.m.

2. **2022-2023 Budget** – McCoy explained the chart of accounts will be changing next year. Yankee asked if we should combine contracted services with DPW. Bales asked about administrative reimbursement and contracted services. McCoy explained administrative reimbursement is for the Sutton and McCoy's time. The admin reimbursement is a flat percentage. Drouillard

explained the current internet does not work well on the streets. Drouillard will look into when the contract ends.

Yankee looks into where we are going to pull the additional funds for the DPW services. Board members discuss each line item; \$6,000.00 for administrative reimbursement, \$500 for supplies, \$1,000.00 for training, \$12,000.00 for Christmas supplies, \$10,000.00 for internet, \$1,500.00 for music, \$15,000.00 for advertising/publications, \$500.00 for legal, \$10,000.00 for contracted services, \$55,000.00 for DDA services provided by Village, \$10,000.00 for Landscaping maintenance, \$30,000.00 for DDA Grants, \$7,500.00 for donations.

MOTION by Kaatz, seconded by Adams, to approve the recommended budget for 2022-2023 fiscal year at \$158,900.00 as presented

Roll Call:

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

Nays: None

Motion carried

- 3. Moore Public Library Grant Request** – Yankee explained we have already committed \$10,000.00 in 2020 toward the library project. They are requesting an additional \$10,000.00. However, they want the total of the \$20,000.00 up front because they are seeking a grant from the State. The State wants support from the local government. Huepenbecker explained we are applying for a RAP grant. We have received almost \$400,000.00 in contributions plus we have the money we already paid for the building. The library budget donated \$100,000.00. Discussion follows. Kaatz asked if the townships have contributed anything. Huepenbecker explained we have not asked the townships. Yankee asked if we could write a letter of support for the project. Huepenbecker answered yes letters of support would be welcome. Bales clarified this would be a donation not another façade grant. Kaatz explains this would be setting a precedence going forward. Discussion follows.

MOTION by Kaatz, seconded by Drouillard, to write a letter of support.

Discussion

Roll Call:

Ayes: Kaatz, Drouillard, Westbrook, Yankee

Nays: Bales, Adams, Stencel

Motion carried

CORRESPONDENCE: None

PUBLIC COMMENT: None

ADJOURNMENT:

MOTION by Kaatz, seconded by Drouillard to adjourn the meeting at 6:08 pm.

All Ayes

Motion carried.

Respectfully submitted,

Vicki Scott

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