

**VILLAGE OF LEXINGTON**  
**DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING**  
**Community Center: 6464 Huron Avenue, Lexington, Michigan**  
**October 14, 2015**

**CALL TO ORDER:** Chairperson Lynn Laughlin called the meeting to order at 5:30 p.m.

**ROLL CALL:** by Recording Secretary Sandy Francek.

**PRESENT:** Patricia Cutler, Kate Calamita, Crystal Partaka, Jim Hunt, Jeff Durecka, Nick Dickinson, Lynn Laughlin, and Peggy Stencel (arrival 6:30 p.m.)

**QUORUM PRESENT**

**ABSENT:** Elva Mills

**OTHERS:** LBA Representative Gene Galley and Sandy Francek

**APPROVAL OF AGENDA:**

**MOTION** by Dickinson, seconded by Calamita to approve Agenda as amended:

Add New Business #3. Tree Discussion and

Add LBA Report before Correspondence

Motion passed unanimously.

**APPROVAL OF MINUTES:**

**MOTION** by Laughlin, seconded by Calamita to approve the Minutes of September 9, 2015 Regular Meeting as presented. Motion passed unanimously.

**PUBLIC COMMENT:** None

**FINANCIAL REPORT:** Members reviewed.

**DIRECTOR'S REPORT:** Partaka reported on Outhouse Races and Toilet Paper Roll Race, stating 2429 visitors, 7 outhouses, 27 adults and 30 children for Toilet Paper Roll Race. She commended the 'Blue House People'.

**MOTION** by Durecka, seconded by Laughlin for a 'Thank You Letter' to be published in the paper thanking volunteers and 'Blue House People'.

Motion passed unanimously. Discussion, Motion stands.

**UNFINISHED BUSINESS:**

**1. WELCOME NEW MEMBER—PEGGY STENCEL**—Members welcomed new member Peggy Stencel.

**2. PARKING** – Partaka explained need of more event parking signs.

**MOTION** by Durecka, seconded by Calamita for the Lexington Downtown Development Authority to purchase event parking signs, not to exceed \$600.00.

Roll Call Vote: Ayes—Durecka, Calamita, Hunt, Cutler, Dickinson, Partaka, and Laughlin.

Nays—None

Motion passed unanimously. Discussion, Motion amended.

**MOTION** by Durecka, seconded by Calamita to amend the above Motion to read 'for the Lexington Downtown Development Authority to purchase both event parking signs, not to exceed \$600 and firemens' event

vests, not to exceed \$300.00.’

Roll Call Vote: Ayes—Durecka, Calamita, Partaka, Dickinson, Cutler, Hunt, and Laughlin.

Nays—None

Motion passed unanimously. Discussion, Motion stands.

**3. SIGNS**—Partaka explained handouts of maps, wanting input from members regarding location and what is said on permanent signs to be posted on lampposts.

**4. PARTAKA CONTRACT/JOB DESCRIPTION**—Laughlin explained need of clarification since the Police Chief and other organizations want Partaka to watch over all the Village events since she does such a wonderful job. Discussion followed, praising her for her work, suggesting the Village and/or other organizations contribute to her salary or hire her separately, other possible work she might entail, her current contract with the Lexington Downtown Development Authority, etc.

**MOTION** by Durecka, seconded by Calamita for the Lexington Downtown Development Authority to renew Crystal Partaka’s Independent Contractor Agreement for 2016, one (1) year, with no changes and a 25% (twenty-five percent) raise.

Roll Call Vote: Ayes—Durecka, Calamita, Hunt, Cutler, Dickinson, and Laughlin.

Nays—None

Partaka abstained. Motion passed unanimously. Discussion, Motion stands.

**5. BUDGET DONATIONS**—Partaka explained handout of DDA expenses dating back to 2010, stating in some instances only a small amount of the donation was used and in another instance the reason for the donation did not occur. Members to study handout to make recommendations at next month’s meeting.

**NEW BUSINESS:** Dickinson left and Stencil arrived.

**1. DISCOVER THE BLUE**—

**MOTION** by Durecka, seconded by Laughlin for the Lexington Downtown Development Authority to renew their 2016 ‘Discover the Blue’ Regional Partnership Agreement, not to exceed \$5,000.00

Roll Call Vote: Ayes—Durecka, Laughlin, Partaka, Cutler, Hunt, Calamita, and Stencil.

Nays—None

Motion passed unanimously. Discussion, Motion stands.

**2. WELCOME CENTER VOLUNTEER THANK-YOU-LUNCH**—Members discussed how to thank all volunteers. Durecka suggested having a Thank-You-Party annually for all the Village volunteers, to which the members agreed, starting next year.

**MOTION** by Calamita, seconded by Laughlin for the Lexington Downtown Development Authority to host a Welcome Center Volunteer Luncheon at the Windjammer this fall, cost not to exceed \$10 per person.

Roll Call Vote: Ayes—Calamita, Laughlin, Stencil, Hunt, Cutler, Durecka, and Partaka.

Nays—None

Motion passed unanimously. Discussion, Motion stands.

**3. TREE DISCUSSION**—Partaka told of two Village trees that need to be cut down,

one needs to be replaced. Laughlin stated Village cannot do anything without contacting the Environmental Committee first since they have a contract to honor.

**PUBLIC COMMENT:** Galley stated he does not know why more store owners do not sweep their sidewalks. He suggested that the DDA publish an article or letter clarifying Partaka's Contractor job which would help reduce the rumor-mill.

**LBA REPORT:** Galley reported that the Oktoberfest has been renamed to Lexington Heritage Days so that other attractions could be added. He also stated that the December Tree Lighting Walk is taking 'luminary' out of the title and out of the walk due to luminaries being blown all over the Village. He then stated that he was glad that the DDA was in support of the 'Discover the Blue' campaign. And on behalf of the LBA he thanked the DDA for their support.

**CORRESPONDENCE:** None.

**ADJOURNMENT:**

**MOTION** by Calamita, seconded by Cutler to adjourn the meeting at 6:55 p.m.  
Motion passed unanimously.

Respectfully submitted,  
Sandy Francek, Recording Secretary  
October 19, 2015

APPROVED November 11, 2015