

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Community Center: 6464 Huron Avenue, Lexington, Michigan
March 11, 2015

CALL TO ORDER: Chairperson Lynn Laughlin called the meeting to order at 5:45 p.m.

ROLL CALL: by Recording Secretary Sandy Francek

PRESENT: Nick Dickinson, Kim Stencil, Crystal Partaka, Elva Mills, Lynn Laughlin, and Jeff Durecka.

QUORUM PRESENT

ABSENT: Jackie Huepenbecker, Jim Hunt and Patricia Cutler.

OTHERS: Peggy Stencil, Cal Laughlin, Mr. Mills, and Sandy Francek.

APPROVAL OF AGENDA:

MOTION by Durecka, seconded by Dickinson to approve Agenda as presented.
Motion passed unanimously.

APPROVAL OF MINUTES: **MOTION** by Partaka, seconded by Mills to approve the Minutes of November 12, 2014 Regular Meeting as presented. Motion passed unanimously.

APPROVAL OF REPORTS: None

FINANCIAL REPORT:

MOTION by Partaka, seconded by K. Stencil to approve the Financial Report as presented. Motion passed unanimously.

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

- 1. TREE PLANTING AND MAINTENANCE CONTRACTS**—Partaka explained Lexington Gardens and Northshores tree planting and maintenance bids.

MOTION by Durecka, seconded by Dickinson to accept Northshores tree planting and maintenance bid up to and not to exceed \$11,500.

Roll Call Vote: Ayes—Durecka, Dickinson, Mills, K. Stencil, Partaka, and Laughlin

Nays—None

Motion passed unanimously.

MOTION by K. Stencil, seconded by Mills to hire Hinjosa Construction regarding squares and sidewalks for trees, up to and not to exceed \$4,000.

Roll Call Vote: Ayes—K. Stencil, Mills, Partaka, Dickinson, Durecka, and Laughlin

Nays—None

Motion passed unanimously.

- 2. DTE ENERGY LIGHT BILL REDUCTION FOR NEW LED LAMPS**—**VILLAGE MANAGER**—Partaka stated no reply was received.

NEW BUSINESS:

- 1. REQUEST OF \$2,500 FROM LEXINGTON POLICE DEPT FOR NEW CAR WIRING/EQUIPMENT**—Partaka explained need of request. Laughlin gave her

recommendation. Discussion.

MOTION by K. Stencel, seconded by Laughlin to donate \$2,500 to Lexington Police Department for new car wiring/equipment.

Roll Call Vote: Ayes—K. Stencel, Laughlin, Durecka, Dickinson, Mills, and Partaka

Nays—None

Motion passed unanimously.

2. **WATERING CONTRACT FOR FLOWER BASKETS & CONTAINERS**—Partaka gave history of invoices and Village, and of need, explaining contract. Discussion.

MOTION by Partaka, seconded by Laughlin to pay DPW for labor and not rental of equipment, regarding watering flower baskets and containers.

Motion passed unanimously.

3. **SPRING FLOWER BASKETS AND CONTAINERS**—Partaka gave update.

MOTION by Partaka, seconded by Laughlin to purchase baskets and flowers from Lexington Gardens, including pansies, up to and not to exceed \$5,500.

Roll Call Vote: Ayes—Partaka, Laughlin, K. Stencel, Mills, and Dickinson.

Nays—Durecka

Motion passed, 5 Ayes and 1 Nay.

4. **CROS-LEX SCHOOLS PROPERTY (FRASER MFG BUILDING)**

DISCUSSION—Partaka explained for sale, stating asking price and gave history. She suggested purchasing for parking and storage. Discussion.

MOTION by Durecka, seconded by Dickinson to authorize Partaka to pursue possible purchase of and for Chad Partaka to draw-up proposed purchase agreement of Fraser building from Cros-Lex Schools.

Motion passed unanimously.

5. **WELCOME CENTER-CAROL WESTBY CONTRACT**—Partaka commended Westby and explained all she does for the Welcome Center, suggesting an annual contract. Discussion.

MOTION by Durecka, seconded by Dickinson to pay Carol Westby annually \$1,600 for her work at the Welcome Center.

Roll Call Vote: Ayes—Durecka, Dickinson, Mills, K. Stencel, Partaka, and Laughlin

Nays—None

Motion passed unanimously.

6. **LEXINGTON EVENT COORDINATOR CONTRACT**—Laughlin commended Partaka for the work she does to promote the Village, suggesting hiring her. Members agreed and praised her.

MOTION by Durecka, seconded by Dickinson to hire Crystal Partaka as the Lexington Event Coordinator, retro to January 1, 2015 for one year, as stated in the contract.

Roll Call Vote: Ayes—Durecka, Dickinson, K. Stencel, Mills, and Laughlin.

Nays—None. Partaka abstained.

Motion passed unanimously.

7. **NOMINATIONS FOR DDA VICE CHAIR**—Partaka stepped down due to above contract.

MOTION by Laughlin, seconded by Partaka to nominate Dickinson for Vice-Chair position.

Roll Call Vote: Ayes—Laughlin, Partaka, Durecka, Mills, and K. Stencel.

Nays—None. Dickinson abstained.
Motion passed unanimously. Dickinson accepted.

CORRESPONDENCE: None.

PUBLIC COMMENT: P. Stencil commended the Board for all their time and effort. She suggested an annual season-end party to reward the volunteers for their help. Discussion.

ADJOURNMENT: Laughlin adjourned the meeting at 6:55 p.m.

Respectfully submitted,
Sandy Francek, Recording Secretary
March 11, 2015

APPROVED