

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Community Center: 6464 Huron Avenue, Lexington, Michigan
April 22, 2015

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

ROLL CALL: by Beth Grohman

PRESENT: Laughlin, Cutler, Dickinson, Stencel, Calamita, Partaka

QUORUM PRESENT

ABSENT: Mills, Hunts, Durecka

OTHERS: Seven citizens.

Motion by Laughlin, seconded by Stencel to accept Katherine Calamita to the DDA, approved by Council April 14, 2015. All Ayes

Motion by Cutler, seconded by Stencel to accept the resignation of Jackie Huepenbecker with Regrets. All Ayes

APPROVAL OF AGENDA:

MOTION by Dickinson, seconded by Calamita, to approve Agenda with amendments. All Ayes

APPROVAL OF MINUTES: **MOTION** by Dickinson, seconded by Partaka to approve the Minutes of March 11, 2015 Regular Meeting as presented. All Ayes.

PUBLIC COMMENT

Gene Galley – LBA – 2015 Visitor Guides out and delivered to local businesses, 35,000 guides printed this year. Six Thousand used for to distribute out of the area, Bay City, Frankenmuth, Midland, Flint, Birch Run, Saginaw, Port Huron, etc. Goal is to get it out to other areas such as Canada, Macomb, and other metro areas.

FINANCIAL REPORT:

MOTION by Calamita, seconded by Laughlin to not to approve the Financial Report until clarification of the \$20,000 transfer to the General Fund.

All Ayes

DIRECTOR REPORT – Partaka

Kayak race from Belle Isle to Port Austin- August

Bringing back Oktoberfest and outhouse races

Welcome Lunch for all volunteers – 12 to 15 people and will go over the calendar events and the volunteer schedule. Motion by Laughlin, seconded by Partaka, to approve \$5 a plate for luncheon, not to exceed \$225.

All Ayes

Welcome Center shirts, \$16 each, shirts will be returned anyone leaving.

Curtain rods and 4 used chairs purchased for the Welcome Center. \$149 for curtain rods and \$100 for the chairs. Pictures added. Photos of Lexington, taken to Staples and put on canvas. Flip sign out front. New design, will not blow over. Estimated cost \$305.00.

Flowers will be bought from Lexington Gardens for the flower pots.

Durecka entered meeting at 5:55 p.m.

UNFINISHED BUSINESS:

1. WATERING CONTRACT— Bids received from Ed Jarosz,\$6250, Lexington Gardens, \$14,000 and Village \$17,000. Jarosz bid covers the cost of insurance, water and fertilizer. Remaining funds to be donated to the Crosswell Lexington Athletic Department.

MOTION by Durecka, seconded by Calamita, to accept the bid from Ed Jarosz for \$6250.00

Roll Call Vote:

Ayes- Durecka, Calamita, Stencil , Cutler, Dickinson, Laughlin, Partaka

Nays- None

Motion carried

2. HINOJOSA QUOTE FOR SIDEWALK REMOVAL AND REPLACEMENT – Partaka reported the estimate to remove and replace sidewalks will be \$3465.00. Trees will be placed in five new locations.

NEW BUSINESS:

1. TREE LIGHTING HURON AVENUE FOR EVENTS

a. LED lights 10-15 Strands – Each tree will need approximately three strands

b. Labor DPW for Two Days - \$1170

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

Roll Call Vote: Ayes—K. Stencil, 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. Stencil, 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. Stencel 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