

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Community Center: 6464 Huron Ave., Lexington, MI
March 9, 2016**

CALL TO ORDER: Chairperson Calamita called the meeting to order at 5:28 pm.

ROLL CALL: by Vicki Donnan

PRESENT: Partaka, Dickinson, Calamita, Mills, Hassler

ABSENT: Durecka, Stencel, Hunt

OTHERS PRESENT: Ed Jarosz, Vicki Donnan

APPROVAL OF AGENDA:

Motion by Dickinson, seconded by Mills to amend the agenda as follows. Motion carried.

- Add Letter of Resignation to New Business
- Add Adhere to Policy to New Business
- Add Thumb Fest to New Business

APPROVAL OF MINUTES:

MOTION by Mills, seconded by Dickinson to approve the minutes of February 10, 2016 as presented. Motion carried.

PUBLIC COMMENT: None

FINANCIAL REPORT:

MOTION by Mills, seconded by Partaka to approve the Financial Report as presented. Motion carried.

DIRECTOR'S REPORT:

Partaka explains we currently have over \$20,000 in sponsorships. Partaka met with the contractors as well as building inspectors. Partaka mentions a reminder regarding the Mingler. Partaka asks the board about the possibility of a 4th of July Fair on Friday located on the Stencel Lot. Partaka explains the cost would be approximately \$1,600.00. Discussion follows. Board members agree to have Partaka order the items for the 4th of July Fair. Dickinson proposes we should have a job description change for Partaka as she goes above and beyond the current job description. Board members agree. Dickinson volunteers to put together an updated job description for next meeting.

UNFINISHED BUSINESS:

1. **FRASER BUILDING UPDATE:** Partaka explains the Cros-Lex School Board will be meeting on Tuesday March 15, 2016 at 7:00 p.m. to vote on this issue.
2. **TIERNEY PARK BATHROOM BIDS:** Partaka mentions we received two responses back, one from Brown Builders and the other from VanDyke Construction. Partaka explains there is a difference in price. Partaka did a comparison to make sure both were apples to apples. Partaka checked on replacing the old wooden plank around the top of the building with new vinyl. Both said it would be an additional \$1,000.00. Partaka also checked on adding a 10' roof overhang to match up with the posts along with cementing that area for future concession sales. This would prevent water damage to the building.

UNFINISHED BUSINESS CONTINUED:

TIERNEY PARK BATHROOM BIDS CONTINUED:

Board agrees to get a price for this add on. Partaka checked with Durecka & Stencil for input. Both agreed to go with the lower bid.

MOTION by Dickinson, seconded by Hassler to accept the VanDyke Construction Bid as submitted with any additions not to exceed 5% of the total bid.

Roll Call Vote: Ayes – Dickinson, Hassler, Mills, Calamita, Partaka
Nays – None
Motion carried

NEW BUSINESS:

1. **MEMBER ELIGIBILITY:** Board members discuss the DDA Board adhering to the same rules, regulations, and procedures as the Village Council.

MOTION by Hassler, seconded by Calamita for the DDA Board to adhere to the same procedures as the Village Council.

Motion carried

2. **LETTER OF RESIGNATION:** Mills reads the letter of resignation from Lynn Laughlin effective immediately March 9, 2016.

MOTION by Partaka, seconded by Calamita to accept Lynn Laughlin's resignation.

Motion carried

3. **ADHERE TO POLICY:**

Motion by Dickinson, seconded Calamita to dismiss Jim Hunt from the DDA Board due to member eligibility procedure.

Roll Call Vote: Ayes – Dickinson, Calamita, Partaka, Mills, Hassler
Nays – None
Motion carried

4. **THUMB FEST:** Partaka explains last year we gave \$1,000.00 to Thumb Fest. Partaka mentions we were asked if we would like to donate again this year. Discussion follows regarding bringing in outside businesses. Partaka explains according to the Thumb Fest director there is an outside business wanting to advertise on the main stage. Board agreed to let a business sponsor the stage and let our funds be spent where needed.

Motion by Dickinson, seconded by Mills to give \$500.00 for Thumb Fest 2016.

Roll Call Vote: Ayes – Dickinson, Mills, Hassler, Calamita, Partaka
Nays – None
Motion carried

PUBLIC COMMENT: None

CORRESPONDENCE: None

ADJOURNMENT:

MOTION by Dickinson, seconded by Partaka to adjourn the meeting at 5:51 pm.

Motion carried

Submitted By: Vicki Donnan

March 9, 2016