

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Village Hall: 7227 Huron Ave., Lexington, MI
June 14, 2017

CALL TO ORDER: Chairperson Calamita called the meeting to order at 5:30 pm.

ROLL CALL: by Vicki Donnan

PRESENT: Hassler, Ehardt, Kaatz, Mills, Partaka, Sheridan, Calamita, Systeman,
(Stencel - 5:38 pm)

ABSENT:

OTHERS PRESENT: Vicki Donnan

APPROVAL OF AGENDA:

Chairperson Calamita suggests adding #6 Moore Public Library Façade Grant, #7 Council Communication, and #8 Explanation of Financial Transfer to the agenda.

MOTION by Mills, seconded by Partaka to approve the amended agenda.

All Ayes

Motion carried.

APPROVAL OF MINUTES:

MOTION by Kaatz, seconded by Mills to approve the minutes of May 10, 2017 as presented.

All Ayes

Motion carried.

PUBLIC COMMENT:

None

FINANCIAL REPORT:

Calamita explains we have our current up to date budget as well as supporting documents.

MOTION by Calamita, seconded by Hassler to approve the financial reports as presented.

All Ayes

Motion carried.

DIRECTOR'S REPORT:

- LBA Spring Mingler appointed a new group of chair people, meeting next week to put the committee together. They will be putting a budget together to pay Anne Soule for events coordinator.
- We had a problem with the welcome center toilets.
- We will be meeting with the interim Police Chief and Fire Department this Thursday (6-15-17) at 10:00 am regarding the fireworks and parade.
- The Moore Public Library is interested in purchasing the antique building next to the library. They asked if we would be interested in a small portion for the welcome center.
- We have more people signed up for the Craft show this year than last year.
- We sent Pandora back and switched to Sirius Radio for the sound system. Sirius will be a little less cost. Kate & I decided to purchase the warranty on the sound box for \$59.99 which covers 3 years.

- We ran into an issue with traffic for the Memorial Day parade. We should have it worked out for the 4th of July parade.
- We are in need for volunteers for the welcome center as some of our ladies will be having surgery.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. **FAÇADE GRANT REGINA ROEGNER (THE TOWN SHOPPE)** – Calamita explains they received two quotes. Discussion follows on these quotes.
Motion by Kaatz, seconded by Calamita to approve the match of the façade grant, less the power washing cost due to fact it has been executed prior to the grant approval, in the amount of \$4,150.00.
Roll Call
Ayes – Kaatz, Calamita, Partaka, Hassler, Stencel, Mills, Sheridan, Ehardt, Systeman
Nays – None
Motion carried
2. **SPEAKER SYSTEM** – Partaka explains a few businesses would like to extend the speaker system. The Creamery, Sweetwater, Tom Coombs, Town & Country, Dollar Store Plaza, and Methodist Church would be the locations for a speaker. The cost for these extra speakers would be \$29,000.00. It would be approximately \$5,000.00 per pole. Discussion follows.
Motion by Calamita, seconded by Mills to see if the businesses are willing to pay the cost up front for a speaker and we would reimburse them with a grant next fiscal year.
All Ayes
Motion carried
3. **LOWER FAÇADE GRANT** – Calamita asks the board if we want to lower the façade grant amount or keep it the same at a max of \$20,000.00. Discussion follows.
Motion by Stencel, seconded by Kaatz to keep the façade grant the same.
All Ayes
Motion carried
4. **APPOINT NEW TREASURER** – Calamita introduces Tabitha Systeman as our new board member.
Motion by Calamita, seconded by Partaka to appoint Tabitha Systeman as Treasurer.
All Ayes
Motion carried
5. **FRASER BUILDING** – Partaka explains the new school superintendent called regarding selling the Fraser Building.
Motion by Kaatz, seconded by Calamita to go into closed session at 6:05 p.m. to discuss the acquisition of the Fraser property.
Roll Call
Ayes – Kaatz, Calamita, Partaka, Systeman, Hassler, Stencel, Mills, Sheridan, Ehardt
Nays – None
Motion carried

Back into open session at 6:31 p.m.

Motion by Calamita, seconded by Hassler to have Partaka get a total project cost for the Fraser Building as well as permission to negotiate.

All Ayes

Motion carried

Partaka explains the board agreed to pay \$650.00 per month for 50 megs of Wi-Fi. We found out on Memorial Day weekend 50 megs is not enough as the Wi-Fi system crashed. Every Saturday at approximately 11:00 am the system is needing to be rebooted. Agri Valley has increased us to 200 megs to get us through June, July, and August. The cost for this increase is \$1,250.00 per month instead of the \$650.00. We could drop back down after summer months. Lexington Township offered to pay \$120.00 per month for using the new Wi-Fi. We did get a bill from Agri Valley to get the system up and running for \$8,458.30. Discussion follows.

Motion by Stencil, seconded by Mills to pay the Agri Valley bill in the amount of \$8,458.30.

Roll Call

Ayes – Stencil, Mills, Sheridan, Ehardt, Partaka, Calamita, Systeman, Hassler

Nays – None

Motion carried

Motion by Calamita, seconded by Hassler to pay Agri Valley \$1,250.00 per month for June, July, and August.

Roll Call

Ayes – Calamita, Hassler, Systeman, Partaka, Ehardt, Mills, Sheridan

Nays – None

Motion carried

- 6. MOORE PUBLIC LIBRARY FAÇADE GRANT** – Calamita explains the library is redoing their windows and submitted paperwork for a façade grant. Discussion follows.

Motion by Stencil, seconded by Mills to approve the façade grant in the amount of \$4,020.00.

Roll Call

Ayes – Stencil, Mills, Sheridan, Ehardt, Partaka, Calamita, Systeman, Hassler

Nays – None

Motion carried

- 7. COUNCIL COMMUNICATION** – Ehardt explains the village council would like a copy of the DDA 2017-2018 budget as well as the monthly financial statements, and bank statements. Partaka explains she gave Beth the 2017-2018 approved DDA budget and gave Shelly the bank statements. Partaka explains the village council can get the monthly financials as they are in the DDA packet each month.

- 8. EXPLANATION OF FINANCIAL TRANSER** – Calamita explains why the DDA pulled their money from the Village and opened their own account. Calamita explains the Village was moving money and taking money out of our budget illegally. Calamita explains this is why we pulled our money out and our budget balances to the penny. Partaka has made notes on the current budget and is available for any board members that have questions. Partaka notes the DDA financials will be audited by the Village auditors. Calamita explains the discrepancies in the financials before they pulled their money out. The council has previously approved the budget that the money was taken out of. Auditors should have caught the movement of money.

PUBLIC COMMENT:

CORRESPONDENCE: None

ADJOURNMENT:

MOTION by Hassler, seconded by Stencel to adjourn the meeting at 6:59 pm.

All Ayes

Motion carried.

Vicki Donnan

June 14, 2017

APPROVED