

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Village Hall
7227 Huron Avenue, Lexington
March 13, 2019**

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

ROLL CALL: by Beth Grohman

PRESENT: Kaatz, Mill, Picot, Short, Systeman, Taylor, Yankee, Partaka

ABSENT: Calamita, Hassler, Stencil

OTHERS PRESENT: Ed Jarosz, Mike Fulton, Beth Grohman

APPROVAL OF AGENDA:

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

- Façade Grant – Sties’s Village Inn
- Storage Unit
- Switch item 5 & 7

APPROVAL OF MINUTES:

MOTION by Picot, seconded by Systeman, to approve the minutes of February 6, 2019 as presented. Motion carried.

PUBLIC COMMENT: None

FINANCIAL REPORT: Systeman reported Agri Valley Internet down due to an error in the billing and payment type. Systeman asked members if they would prefer to continue with auto withdraw for payments. Motion by Mills, seconded by Yankee, to continue with auto withdraw. All Ayes. Motion carried. Systeman presented January and February reports and explained to new members the reports.

MOTION by Mills, seconded by Yankee, to approve the Financial Report as presented.

Roll call

Ayes- Mills, Yankee, Kaatz, Picot, Short, Systeman, Taylor, Partaka

Nays – None

Motion carried

UNFINISHED BUSINESS:

1. **UPDATE ON BEACH MATS:** Mats are ordered and expected delivery the first week in April Partaka contacted Jerry Scott, DPW with delivery information.
2. **DDA ORIENTATION:** Picot reported that orientation meetings were held twice. Reports included in agenda packet.
3. **DDA CREDIT CARD:** With recommendation of the attorney regarding using personal credit cards to pay for purchases and payments, Downtown music has been discontinued and the music company will only accept credit card payments, Kaatz recommended using the Village credit card and the DDA could reimburse. Tatman to contact Music Company to arrange payments for six month invoice payment or use the Village credit card. Payment is \$34.95. Motion by Kaatz, seconded by Taylor, that Partaka and Tatman to contact music company to arrange payments for one year. All ayes. Motion carried

NEW BUSINESS:

1. **FLOWERS:** Partaka explained the quote from Lexington Gardens for flower baskets and pots. Motion by Mills, seconded by Systemer, to approve the flower purchase at \$6560.
Roll Call
Ayes – Mills, Systemer, Picot, Kaatz, Taylor, Short, Yankee, Partaka
Nays- None
Motion carried
Partaka discussed the bid from Lexington Garden to water the flowers for the season at the cost of \$6500. Further discussion under item 5.
2. **ATTORNEY BIDS:** Dave Meyers no longer serving as DDA attorney. Partaka received quotes from two other attorneys. Schultz from Okemos, MI at \$250 per hour and David Churchill from Lapeer at \$150 per hour. No retainer charged. Motion by Taylor, seconded by Kaatz, to accept the bid from David Churchill at a cost of \$150 per hour.
Roll Call
Ayes- Taylor, Kaatz, Short, Yankee, Mills, Systemer, Picot, Partaka
Nays- None
- 3a. **FACADE GRANT – STIES'S** – Facade grant request for new roof on the porch. Cost for roof is \$5000, Grant will be \$2500. Motion by Systemer, seconded by Yankee, to approve the Facade Grant for \$2500 to Sties's.
Roll Call
Ayes- Systemer, Yankee, Picot, Kaatz, Taylor, Short, Mills, Partaka
Nays- None
Motion carried
3. **MOVIES IN THE PARK LEXINGTON ARTS COUNCIL:** Partaka gave an update on the movies in the park for this summer. Movies will be advertised and cost was approved at a previous meeting.
4. **PARKS AND REC TENNIS COURT FENCING:** Parks and Recreation has requested funds from the DDA for new fencing. Donation was received for the new tennis court. Funds not available in the Parks and Fund to pay for a new fence. Quotes for fence was approximately \$11,000. Table until next month for further information.
- 5a. **STORAGE UNIT:** Motion by Partaka, seconded by Mills, to pay for six months for the storage rental at cost of \$420.
Roll Call
Ayes- Partaka, Mills, Systemer, Picot, Kaatz, Taylor, Short, Yankee
Nays- None
Motion carried
5. **DDA BILL FROM VILLAGE:** Partaka explained the bill for \$20,000 from the Village. \$15,000 will go for DPW work in the DDA district and \$5000 to Parks and Recreation. The Parks and Recreation Fund pays for all the clean up in the parks during special events and bathroom supplies. Motion by Mills, seconded by Kaatz, to approve the payment of \$20,000 to the Village.
Roll Call
Ayes- Mills, Kaatz, Picot, Taylor, Short, Yankee, Systemer, Partaka
Nays- None
Motion carried
Discussion on the proposal from Lexington Gardens for flower watering. Tatman to look at the cost to the Village for water. Table proposal until meeting next month.
6. **PROPOSAL FROM SMITH GROUP (DDA REPORT):** Discussion on cost for Smith Group to draft the DDA Financial Plan. Approximate cost is \$6000 to \$10, 000. Smith Group is drafting the Master Plan, which includes the DDA plan. Members felt there is a duplication of services. Tatman to contact Smith Group for further information. Tabled until next meeting.
7. **CHANGES IN DDA BY LAWS BY VILLAGE COUNCIL:** Discussion on the changes recommended by Council and draft that was presented. Recommendation to send back to

Council for recommendations.

PUBLIC COMMENT:

Mike Fulton – Will present an itemized list for the fencing for the Parks and Recreation. Also commented on the DDA Public Act and By Laws.

Maria Ferreira – Commented on the Facade Grant and question regarding swings in the park, railings, etc. and who should address these issues.

CORRESPONDENCE:

Letter from Department of Treasury

FOIA Request

ADJOURNMENT:

MOTION by Kaatz, seconded by Taylor, to adjourn the meeting at 7:08 pm.

Motion carried

Submitted By: Beth Grohman

March 13, 2019

APPROVED