

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR ZOOM MEETING
Village of Lexington -7227 Huron Ave. - Lexington, MI
October 14, 2020**

CALL TO ORDER: Chairperson Yankee called the meeting to order at 5:35 pm.

ROLL CALL: by Vicki Scott

PRESENT: Adams, Kaatz, Stencel, Yankee, Parraghi, VanDyke, Westbrook

ABSENT: Bender, Bales, Blaesing

OTHERS PRESENT: Scott, Tatman

APPROVAL OF AGENDA:

MOTION by Kaatz, seconded by Yankee to approve the agenda as presented.

All Ayes

Motion carried.

APPROVAL OF MINUTES:

MOTION by Adams, seconded by Westbrook to approve the minutes of September 9, 2020 as presented.

Ayes – 6

Nays – 1 (Parraghi)

Motion carried.

Yankee and Kaatz explain the amendment to the budget for administrative reimbursement to Parraghi from last meeting.

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION – McCoy explains financial information.

MOTION by Kaatz, seconded by Adams to approve the financial information as presented.

Roll Call

Ayes: Kaatz, Adams, Stencel, Yankee, Parraghi, VanDyke, Westbrook

Nays: None

Motion carried

UNFINISHED BUSINESS:

1. **Carmine from CIB Update** – Tatman explains Carmine emailed on Monday. They assembled the tax parcel numbers for the revised district the group proposed. The Smith Group will redraw a draft map. They need to reach out to the Township to talk to the tax collection agency. We will need to have another zoom meeting with the work committee to review the drafts. It will then go to the board to review the draft. Discussion follows.

2. **Flowers Update** – Yankee explains we still do not have an invoice for the summer flowers after numerous attempts to contact Kevin. Yankee notes there is concern as to what will happen for the winter flowers. Tatman explains she has reached out to Kevin for the past four months with regards to sending us a bill. Kevin told the DPW when the flowers were picked up that he tried something different with the potting soil. Tatman sent an email to Kevin explaining the hanging pots did not do well this year with whatever changes were made this year. The DPW did the normal watering as was done last year. Yankee asks about the Christmas decorations. Tatman explains we hire a person that hangs all the lights, garland, and decorations from the light poles. The Village purchases the garland separately. We bid it out and I have called the places we sent bids to last year and they do not have their prices in yet. Kevin does the planters on the sidewalks. His price in the past has been \$55.00 per pot. We contracted Greg Stover last year to do the lights and garland which was done the second week in November. Yankee will reach out to Kevin to have this discussion and request an invoice. Board members discuss the possibility of purchasing flowers from another company. Kaatz explains we will need to bid out the work that Greg Stover did last year. Tatman will pull the quote that was sent out last year and will update the dates. Board members ask Tatman to add a line item there may be a couple building additions. Yankee offers to ask the business owners who currently don't participate if they would like to. Board members agree a special meeting will need to be held soon to approve any bids for Christmas decorations.

NEW BUSINESS:

1. **Christmas Decorations** – This was discussed above.

2. **Invoice from Taylor, Butterfield, Howell, Churchill & Garner P.C.** –

MOTION by Parraghi, seconded by VanDyke to pay the invoice from Taylor, Butterfield, Howell, Churchill & Garner P.C. in the amount of \$75.00.

Roll Call

Ayes: Parraghi, VanDyke, Adams, Kaatz, Stencel, Yankee, Westbrook

Nays: None

Motion carried

Kaatz explains the board will need to vote on officers next month. Kaatz notes we cannot have the meeting the day after the election. The office will be closed on November 11 for Veterans Day. The board discusses having the November meeting on the 18th at 5:30 pm.

MOTION by Kaatz, seconded by Yankee to move the regular DDA meeting for November to November 18, 2020 at 5:30 pm.

All Ayes

Motion carried

CORRESPONDENCE – None

PUBLIC COMMENT – None

ADJOURNMENT:

MOTION by VanDyke, seconded by Kaatz to adjourn the meeting at 6:19 pm.

All Ayes

Motion carried.

Vicki Scott

October 14, 2020

Approved