

**VILLAGE OF LEXINGTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
INFORMATIONAL/REGULAR MEETING  
Village of Lexington – 7227 Huron Ave., Lexington, MI  
October 20, 2021 @ 5:00 p.m.**

**CALL TO ORDER INFORMATIONAL MEETING: 5:10 p.m.**

**PURPOSE:** To inform the public of goals and direction of the Authority, including upcoming projects. VanDyke provided a power point presentation. VanDyke provided a synopsis of the DDA. VanDyke discussed some of the activities over the last year including; manage the streetscape improvements, seasonal flowers, holiday light pole decorations, bench refurbishment, providing façade grant improvements, completed an updated DDA Masterplan, as well as helping with a new website. Possible future projects; having a welcome center, and continuing with façade grants.

**PUBLIC COMMENT:**

- Mike Fulton thanked the DDA for the work on the new website.
- Peter Muoio asked about the plan for the welcome center.
- Jackie Huepenbecker commented on the Moore Public Library and will be sending updates to the DDA.
- David Picot asked about the new DDA Plan.

**CLOSE INFORMATIONAL MEETING: 5:16 pm.**

**CALL TO ORDER:** Vice Chairperson VanDyke called the meeting to order at 5:17 pm.

**ROLL CALL:** by Vicki Scott

**PRESENT:** Adams, Bales, Kaatz, Stencel, VanDyke, Westbrook, Drouillard, Bender (arrived 5:18)

**ABSENT:** Yankee, Blaesing

**OTHERS PRESENT:** Amos Williams, Shelly McCoy, Mike Fulton, Peter Muoio, Jackie Huepenbecker, Dave Picot

**APPROVAL OF AGENDA:**

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

All Ayes

Motion carried.

**APPROVAL OF MINUTES**

**MOTION** by Bales, seconded by Kaatz to approve the 9-8-21 minutes as presented.

All Ayes

Motion carried.

**PUBLIC COMMENT:**

- Mike Fulton – Thanks to Doug Drouillard for the website work.

**\*\*Bender arrived at 5:18 p.m.**

**REVIEW OF FINANCIAL INFORMATION:**

**MOTION** by Drouillard, seconded by VanDyke to approve the financials as presented.

Roll Call:

Ayes – Drouillard, VanDyke, Adams, Westbrook, Kaatz, Bales, Bender, Stencel

Nays – None

Motion carried

**UNFINISHED BUSINESS:**

- 1. Speaker System Update** – Drouillard explained we have the music back on from 10:00 a.m. – 3:30 p.m. We are having an issue with the software player. We have not been able to coordinate Olds Electric and KLA. The tentative date is scheduled for 10-27-21. KLA will include a hardware player. Olds Electric indicated it could be more than \$500.00 for the electrical work. Drouillard asked if we could bump up this amount. Discussion follows.

**\*\*Blaesing arrived at 5:21 p.m.**

Bender asked if we got paid back from the light pole and speaker that was hit by Foleys. Scott responded we did receive reimbursement. Discussion follows.

**MOTION** by Kaatz, seconded by Bender to approve adding \$650.00 to the previously allocated \$500.00 for the speaker electrical work that may need to be done.

Roll Call:

Ayes – Kaatz, Bender, Stencel, VanDyke, Bales, Blaesing, Drouillard, Westbrook, Adams

Nays – None

Motion carried

- 2. New Website Update** – VanDyke gave a slide show presentation of the draft new website design. Discussion follows. Scott to forward the slide presentation to DDA board members. Drouillard explained we need any feedback by Friday of this week.
- 3. Benches Update** – Kaatz explained she found some composite material to redo the benches. The material is at the salvage yard in Adair. The attached quote for this material is to rebuild the benches and picnic tables in Tierney Park. Discussion follows.

**MOTION** by Blaesing, seconded by Bales to approve a not to exceed amount of \$6,500.00 for the replacement of 27 benches and 10 tables using this composite material.

Discussion

Roll Call:

Ayes – Blaesing, Bales, Bender, Stencel, VanDyke, Drouillard, Kaatz, Westbrook, Adams

Nays – None

Motion carried

- 4. RFP & Bids for Christmas Decorations Update** – Bender explained contractors are extremely busy with a shortage of help. We only received one bid for Christmas decorations from Northshore Landscaping. VanDyke opened bid. Greg Stover indicated he is not bidding at this time. Bender explained Stover is no longer interested in doing this. I sent the bid to (Patterson Tree Service, Billy's Lawn Service, Sure Cut). Greg Stover is willing to help show someone the

ropes. If we do not get anyone, Stover will do the poles. He would put a price together. Village employees cannot work on private owned buildings. Discussion follows. Bender asked for volunteers on October 26, 2021 at the DPW garage to help get our current decorations ready to go.

**MOTION** by Drouillard, seconded Bales to approve up to (not to exceed) \$5,000.00 to put up lights and garland on 44 poles.

Discussion: Board members agree to only do the poles this year.

Roll Call:

Ayes – Drouillard, Bales, Adams, Westbrook, Kaatz, Blaesing, VanDyke, Bender, Stencel

Nays – None

Motion carried

**Holiday Pots** – Bender explained we only received one bid that came in today. VanDyke opened the bid. This bid came in from Croswell Greenhouse for 32 planters similar to last year with pine cones, bows and festive decorations will be done by November 12, 2021. The quote is for \$3,200.00.

Discussion follows.

**MOTION** by Blaesing, seconded by Drouillard to accept the quote from Croswell Greenhouse for 32 winter holiday pots.

Roll Call:

Ayes – Blaesing, Drouillard, Adams, Westbrook, Kaatz, VanDyke, Bender, Stencel

Nays – None

Abstain – Bales

Motion carried

- 5. RFP Light Poles Update** – Bender explained we did not have any bids submitted. He received a call from Cut Brothers asking if he could submit a bid after the due date as he was out of town. This bid came in today. VanDyke opened the bid. This light pole painting bid came in at \$28,000.00. Discussion follows.

**MOTION** by Bender, seconded by Adams to reject the bid from Cut Brothers Painting at this time. We will resolicit these bids after the first of the year 2022.

Roll Call:

Ayes – Bender, Adams, Westbrook, Kaatz, Drouillard, Blaesing, Bales, Stencel, VanDyke

Nays – None

Motion carried

Kaatz explained we talked about the Christmas Lights Contest. Allie Sutton came up with a few different flyers that look fantastic. Discussion follows. The prizes will be donated by local businesses. Board members agree this is a great idea. Winners will be announced at the Lexington Christmas Tree Lighting.

**NEW BUSINESS:** None

**CORRESPONDENCE** – Letter to State of Michigan – VanDyke

**PUBLIC COMMENT:**

- Peter Muoio – Commented on the tie down lot would make a great Welcome Center location along with a ship viewing station and restrooms.
- Brian Blaesing – Commented the new tennis court looks great.

**ADJOURNMENT:**

**MOTION** by Kaatz, seconded by Bender to adjourn the meeting at 6:46 pm.

All Ayes

Motion carried.

Respectfully submitted,  
Vicki Scott  
October 20, 2021

Approved