

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
Village of Lexington – 7227 Huron Ave., Lexington, MI
December 13, 2023**

CALL TO ORDER: Chairperson McGovern called the meeting to order at 5:33 pm.

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bender, Westbrook, McGovern, Zysk

ABSENT: Bales, Kaatz, VanDyke, Drouillard

OTHERS PRESENT: L. Fisher, K. DeCoster, P. Muoio, J. Zysk

APPROVAL OF AGENDA:

MOTION by Bender, seconded by Adams, to approve the agenda as presented.

Discussion on the updated Ethics statement is available for the Board to sign.

All Ayes

Motion carried

APPROVAL OF MINUTES

MOTION by McGovern, seconded by Adams, to approve of November 8, 2023, minutes as presented.

All Ayes

Motion carried

PUBLIC COMMENT:

- Kathy DeCoster (5203 Main – Lot 181) – commented on adding attendance line to the agenda.

REVIEW OF FINANCIAL INFORMATION: -

MOTION by Bender, seconded by Adams, to approve the financials as presented.

Discussion on the Keel advertising reaching out for articles.

Roll Call:

Ayes – Bender, Adams, Zysk, Westbrook, McGovern

Nays – None

Motion Carried

UNFINISHED BUSINESS:

1. **Harbor Steering Committee Update** – L. Fisher explained this committee's job is completed. Edgewater put out the latest consensus plan. L. Fisher stated the Village did not receive the amount we were requesting for the DNR acquisition grant. We received \$300,000.00 out of the 1.4 million we requested. Fisher stated we scored #2 overall. Discussion followed on upcoming meetings on how we wish to move forward.
2. **2023 Holiday Season Update**- T. Zysk explained the tree lighting event went extremely well this year. Next year we need to think about adding porta potties. T. Zysk thanked Mike McGovern, Kristen Kaatz, and all the volunteers that helped make this event a success. Discussion followed on the budgeted funds left over (\$2,500) from the Christmas line item. The Board discussed using it to purchase half off Christmas decorations for next year or updating the lights possibly switching over to LED lights.

NEW BUSINESS:

1. **Tree Light Event Invoices** – McGovern explained the invoices submitted by the LBA.
MOTION by McGovern, seconded by Bender, to approve the attached invoices submitted by the LBA in the amount of \$1,148.04 for costs associated with the tree lighting event in the DDA district.
Discussion on not paying the sales tax.
Roll Call:
Ayes – McGovern, Bender, Adams, Zysk, Westbrook
Nays – None
Motion carried
2. **KLA Invoice** –
MOTION by Bender, seconded by Zysk, to approve the KLA Invoice in the amount of \$1,223.40 for 12 months of Business XM and remote monitoring support.
Roll Call:
Ayes – Bender, Zysk, Adams, Westbrook, McGovern
Nays – None
Motion carried
3. **DDA Logo Discussion** – McGovern explained Larry Adams has been working on a possible new logo for the DDA. L. Fisher explained this could cause branding issues. Discussion followed.
4. **Historic Bell Discussion**- McGovern stated he was approached by a few different people showing interest in donating to restore the historic bell. Discussion followed on the possibility of bringing the bell back and the DDA helping to offset the cost of restoring the bell.
5. **2024 RFPs for Annual Flowers** – Bender explained we need update the previous RFP and add the 6 wrap around pots and change the date for 2024. Discussion followed on adding fall flowers and/or spring flowers to the RFP, and having the RFP sent out as soon as possible. Bender will work with McGovern on the updated language for the RFP.
MOTION by McGovern, seconded by Westbrook, to approve Mickey Bender to send out the RFP and have it returned by the January meeting.
Discussion on having additional people attend the bid opening.
All Ayes
Motion carried
6. **2024 Meeting Schedule** – Motion by Bender, seconded by Adams, to approve the 2024 meeting schedule as presented.
All Ayes
Motion carried

CORRESPONDENCE:

PUBLIC COMMENT:

- Kathy DeCoster (5203 Main – Lot 181) – commented on balance sheet for DPW revenue, membership dues, and legal.
- Peter Muoio (7276 Lester) – commented on the historic bell and fire department.
- Larry Adams (7311 Lake) – commented on the wrap around pots need lowered and DDA training.
- Lori Fisher (Village Manager) – commented on adding 2 flower pots to the back of the building entrance.

ADJOURNMENT:

MOTION by McGovern, seconded by Bender, to adjourn the meeting at 6:43 p.m.

All Ayes

Motion carried.

Respectfully submitted,

Vicki Scott

November 13, 2023