

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
December 14, 2022 @ 5:30 p.m.

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

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bender, Bales, Kaatz, Westbrook, Drouillard, McGovern

ABSENT: Blaesing, VanDyke

OTHERS PRESENT: C. Cutright, S. McCoy, K. DeCoster, J. Huepenbecker, E. Mills, A. Soule, (1) Citizen

APPROVAL OF AGENDA:

MOTION by Drouillard, seconded by Adams, to approve the agenda as amended adding #3 RFP for Summer Flowers under New Business.

All Ayes

Motion Carried

APPROVAL OF MINUTES

MOTION by Bender, seconded by Bales, to approve the November 9, 2022 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT:

- Anne Soule introduced herself as the new LBA Events Coordinator and is looking forward to working with the DDA.

REVIEW OF FINANCIAL INFORMATION: -

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

Roll Call:

Ayes: Bender, Westbrook, Bales, Adams, Kaatz, McGovern, Drouillard

Nays: None

Motion Carried

UNFINISHED BUSINESS:

1. **TIF/Boundary Expansion Update** – McGovern explained there is a second public hearing for the DDA TIF/Boundary Expansion scheduled for December 19th at 7:00 p.m. The Sanilac District Library has send a letter opting out. The Moore Public Library voted to not opt out.
2. **CIB Invoice** – McGovern explained this was researched from last month. James VanDyke spoke with Carmine regarding this last invoice. The DDA had a contract with CIB not to exceed \$4,300.00. Carmine indicated he has corrected all the errors on his own time and has not charged the DDA.

MOTION by Bender, seconded by Westbrook to approve the final payment to CIB Planning in the amount of \$907.50.

Discussion

Roll Call:

Ayes: Bender, Westbrook, Drouillard, Bales, Adams, Kaatz, McGovern

Nays: None

Motion Carried

3. Zysk Façade Grant – McGovern explained Zysk has submitted her final invoice and is within her approved façade grant amount. McGovern is recommending approving her final payment of \$3099.50.

MOTION by Adams, seconded by Kaatz to approve the final payment of \$3,099.50 to Zysk for the façade grant.

Discussion

Roll Call:

Ayes: Adams, Kaatz, Bales, Bender, Westbrook, Drouillard, McGovern

Nays: None

Motion Carried

4. Croswell Greenhouse Pots Invoice – Bender explained the RFP from last year was for 32 pots. DPW found 2 additional pots and put them out this year. There was a total of 34 pots Croswell Greenhouse filled. The invoice was over what the DDA had previously approved by \$240.00 due to the 2 additional pots being filled.

MOTION by Kaatz, seconded by Drouillard, to approve the invoice for the additional \$240.00 from the previous invoice totaling \$4,080.00 to Croswell Greenhouse.

Roll Call:

Ayes: Kaatz, Drouillard, Adams, Westbrook, Bender, McGovern

Nays: None

Abstain: Bales

Motion carried

NEW BUSINESS:

1. Christmas Décor for 2023 – McGovern explained we have had issues with the wreaths this year. Bender noted we have been discussing changing the Christmas décor for the last few years. Kaatz mentioned looking into grant funding to assist with this. Cutright offers to look into grant opportunities for the downtown area and bring back ideas for the DDA Board to look at. Kaatz suggested having a subcommittee look into ideas of what we want the downtown to look like. Discussion followed.

MOTION by Adams, seconded by McGovern to form a committee to look into ideas for Christmas decorations.

Discussion:

AMENDED MOTION by Adams, seconded by McGovern to form a committee of Larry Adams and Mike McGovern to look into ideas for Christmas decorations.

Ayes: 6

Nays: 1

Motion carried

2. Light Pole Flowerpots – McGovern explained Larry Adams has some pictures to show the Board regarding flower pots that attach to the light poles. Adams presented why this may be something the DDA would be interested in going to. Kaatz noted we have received some complaints on the hanging baskets blocking the way facing signs. Discussion followed about trying these pots on the poles that have signs attached. Adams will research pricing for next meeting.

3. RFP Summer Flowers – Bender asked the Board do we want to send out the RFP for the same flowers we had last year. Board agreed the flowers were beautiful and received many compliments.

MOTION by Kaatz, seconded by Drouillard for Mickey Bender to duplicate the RFP from last year including the 2 additional pots and send it out as we did last year.

Ayes: 6

Nays: 1

Motion carried

CORRESPONDENCE:

- Sanilac District Library Letter

PUBLIC COMMENT:

- Shelly McCoy explained the annual report for TIFA paperwork has been completed and submitted.

ADJOURNMENT:

MOTION by Bales, seconded by Bender to adjourn the meeting at 6:18 pm.

All Ayes

Motion carried.

Respectfully submitted,

Vicki Scott

December 14, 2022

Approved