

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
March 12, 2025**

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

ROLL CALL: by Vicki Scott

PRESENT: Bales, Westbrook, McGovern, Zysk, Diener, DeCoster, (Kaatz @ 5:52 pm.)

ABSENT: Bender

OTHERS PRESENT: L. Adams, P. Muoio, B. Dost, Sandy Warner

ATTENDANCE: Motion by DeCoster, seconded by McGovern, to mark Kaatz, and Bender unexcused.
All Ayes
Motion carried

APPROVAL OF AGENDA:

MOTION by Diener, seconded by Zysk, to approve the agenda as presented.

All Ayes
Motion carried

APPROVAL OF MINUTES:

MOTION by DeCoster, seconded by McGovern, to approve the February 12, 2025 minutes as presented.

All Ayes
Motion carried

PUBLIC COMMENT:

- Sandy Warner, Thumbfest Director or Sponsorship, explained the need for Thumb fest sponsorships and commented on the value Thumb fest brings to Lexington. A handout was provided.

REVIEW OF FINANCIAL INFORMATION: - Bales explained the financial reports and answered questions.

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

Roll Call:

Ayes: Westbrook, Zysk, Bales, Diener, DeCoster, McGovern

Nays: None

Motion carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. **Thumbfest Support** – McGovern explained Thumbfest is within the DDA boundary. It is important to support this event as it brings a lot to the downtown area. McGovern explained the Thumbfest infrastructure cost chart included in the packet. Board members discuss how the DDA can support the Thumbfest event.

Kaatz arrived at 5:52 p.m.

MOTION by Westbrook, seconded by DeCoster, to approve giving up to \$11,000.00 in expenses for Thumbfest payable upon receipts.

Discussion: Board discussed this amount being for infrastructure costs.

AMENDED MOTION by Westbrook, seconded by DeCoster, to approve giving up to \$11,000.00 in infrastructure expenses for Thumbfest payable upon receipts.

Roll Call:

Ayes: Westbrook, DeCoster, Diener, Kaatz, Bales, Zysk, McGovern

Nays: None

Motion carried

2. **Village Green Project Plan & Budget Presentation** – McGovern gave a slide show presentation with different activities that could take place on the Village Green. McGovern explained some of the initial costs that will be needed to fix up the Village Green like landscaping, grading, demo fencing, signage, porta potties, and structures.

MOTION by Bales, seconded by DeCoster, to approve up to \$15,000.00 to be spent on the project plan for the Village Green space.

Roll Call:

Ayes: Bales, DeCoster, Westbrook, Kaatz, Zysk, Diener, McGovern

Nays: None

Motion carried

Discussion followed on the Chairperson being the one authorized to spend funds for the Village Green.

3. **MDA Conference Insights on Fundraising & Events** –

- a. **Organizational Structures** – McGovern explained what other DDA's do in the state. The first presentation talked about; if you are a DDA and you are trying to raise money, you're restricted. The DDA can't do certain fundraising things like 50/50 drawings, or get a liquor license for a beer tent. The DDA would have to get a non-profit to do fundraising for us. The most efficient DDA's have their own 501C3 non-profit organization. The DDA director would work for the Board.
- b. **Financial Management** – The recommendation was at the beginning of the year when the budget is formalized put in money for training so you are not coming to the Board each time.

*DeCoster left @ 6:45 p.m.

4. **Harbor Update** – Fisher sent out the latest plan to everyone. We are down to the last 2 weeks before the bids go out. Two of the trees do need to come down according to the arborist. We will gain 10 parking spaces. We will be running extra electric down at the park which will be adding extra costs to the project.
5. **DTE Contract Purchase Agreement** – Fisher explained we are looking for DDA approval for the DTE light contract. This contract would have DTE maintaining their own poles and they take care of outages. This is cost effective. The Village does not own a bucket truck. This cost would come out of the Harbor budget. Discussion followed.

MOTION by Kaatz, seconded by Bales, to approve the DTE Agreement in the amount of \$39,018.33 and move to Council for final approval.

Roll Call:

Ayes: Kaatz, Bales, Westbrook, Zysk, Diener, McGovern

Nays: None

Motion carried

6. **RFP for Village Green (Leveling, Grading, & Fill)** – McGovern explained this RFP is for grading and leveling the Village Green.

MOTION by McGovern, seconded by Diener, to ask Lori to send out this RFP as presented.

All Ayes

Motion approved

CORRESPONDENCE: Thank you from Lexington Arts Council

PUBLIC COMMENT:

- Peter Muoio (7276 Lester) – commented on the Bluewater Folk Society having a special fundraiser coming up, Thumbfest acknowledging DDA support, Village Green funds, displaying what is going on electronically, and thank you to DDA.

ADJOURNMENT: McGovern adjourned the meeting at 7:05 p.m.

Respectfully submitted

Vicki Scott

Approved