

**VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
August 14, 2024**

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

ROLL CALL: by Vicki Scott

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

ABSENT: Bales, Diener

OTHERS PRESENT: L. Fisher, P. Muoio, J. Adams

ATTENDANCE: Motion by Kaatz, seconded by Adams, to excuse Bales & Diener.

All Ayes

Motion Carried

APPROVAL OF AGENDA:

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

All Ayes

Motion Carried

APPROVAL OF MINUTES:

MOTION by Adams, seconded by McGovern, to approve the July 10, 2024 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT: None

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

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

Roll Call:

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

Nays: None

Motion Carried

UNFINISHED BUSINESS:

1. **Harbor Update** – Fisher explained the roundabout will be staying as it currently is. Discussions have started regarding green space versus the parking lot. We are meeting on Friday with the DNR for discussions regarding the lease. The project will be kicking off September 2025.

2. **Village Green Lease Proposal & Next Steps** – McGovern explained the draft lease has been vetted through our attorney. Lengthy discussion followed on the terms of the lease. The Board discussed what events could be held on this property as well as the next steps in the process.

MOTION by Kaatz, seconded by Bender, to present the draft lease to Council for approval to submit to the land owner for his review.

Roll Call:

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

Nays: None

Motion carried

NEW BUSINESS:

1. **Christmas Decorations & RFP** – McGovern explained this year the RFP may need additional things added. Bender explained last year Hill Tree Service recommended the lights be replaced because the bulbs are getting more difficult to find and not as cost effective. Discussion followed on what the RFP should include. Bender explained the wreaths need to be replaced as well. Board discussed switching to LED lights. Bender reminded the Board we only received one bid back in the past.
MOTION by Kaatz, seconded by McGovern, to approve \$500.00 to Hill Tree Service to make a formal assessment of the current rooftop lighting, electrical timer, and actual light inventory with an estimate of what is needed to replace all.
Discussion: Bender offered to do an RFP with itemizing the poles, tree, and buildings.
Roll Call:
Ayes: Kaatz, McGovern, Zysk, Adams, Drouillard, Westbrook, Bender
Nays: None
Motion Carried

2. **Advertising & Promotion Discussion**
 - a) **Ribbon Cutting (Thumb Bank & Trust, etc.)** – Fisher & McGovern will go to the ribbon cutting on 8-29-24 as well as whoever else would like to join in. McGovern explained the Jeffersonian & Sanilac County News would like to work with the DDA with upcoming advertising.
 - b) **Public Billboards / Signage** – Kaatz explained we need to follow the Village ordinances. McGovern would like to advertise on the Village Green.
 - c) **Village Web Site** –
 - d) **Other** –

3. **Any Seasonal Approval needed before next meeting** – Board members discussed when the fall flowers should be planted. DPW can pull out the old flowers prior to the mums being planted. Board members agreed to have the fall flowers planted and corn stalks up by the first day of fall.

4. **Elect Vice Chairperson** – McGovern explained we need to elect a Vice Chairperson as James VanDyke resigned.
MOTION by Bender, seconded by Kaatz, to elect Tracy Zysk as Vice Chairperson.
All Ayes
Motion Carried

CORRESPONDENCE: Thank You Letter from Lexington Arts Council.

PUBLIC COMMENT: None

ADJOURNMENT:

McGovern adjourned the meeting at 6:40 p.m.

Respectfully submitted,
Vicki Scott