

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Village of Lexington – 7227 Huron Ave., Lexington, MI
September 7, 2022 @ 5:30 p.m.

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

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bender, Bales, Yankee, Blaesing, Westbrook, Drouillard, Mc Govern, Kaatz (5:35 p.m.)

ABSENT: VanDyke

OTHERS PRESENT: A. Sutton, P. Muoio, (1) Resident

APPROVAL OF AGENDA:

MOTION by Blaesing, seconded by Bender, to approve the agenda as amended adding #3 Speakers Update, #4 Keel Update, #5 Beach Mats Update under Unfinished Business.

All Ayes

Motion Carried

APPROVAL OF MINUTES

MOTION by McGovern, seconded by Adams, to approve the August 10, 2022 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT: None

REVIEW OF FINANCIAL INFORMATION: -

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

Roll Call:

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

Nays: None

Motion Carried

UNFINISHED BUSINESS:

- 1. DDA Plan Amendment, Adopt Changes** – Yankee explained we have Elena Moeller-Younger from CIB Planning on the phone to explain the changes. Elena explained the only changes made are to table 3 to reflect amendments to correct the mileage capture. The Lexington Township capture was not originally included. We updated and amended table 3 to include Lexington Township on page 19. Elena explained the mileage rate being 6.328, a derivative of that for the DDA capture under township is now included. Kaatz asked if we are certain this is the only correction that needs to be made. Discussion followed. Bender asked if CIB is confident that this is complete and ready to be presented. Elena responded yes; we are confident it is ready to be presented. Discussion followed. Kaatz asked if a taxing jurisdiction opts out what happens. Elena explained the boundaries would revert back to the former DDA plan boundaries. Bender asked by opting out would they be opting out of what we currently capture. Elena explained they can't opt out of the original boundaries. Discussion followed.

MOTION by Adams, seconded by McGovern, to approve the DDA Plan with the changes made to table 3 to include the capture from Lexington Township.

Roll Call:

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

Nays: None

Motion carried

- 2. Discuss RFP for Light Poles** – Yankee explained the RFPs for the light poles are due next week 9-14-22. Currently we have received one. Do we want to hold a special meeting for these RFP's or wait until October's meeting. Bender explained if we wait until October, the contractor wouldn't start until spring. Discussion followed. Board members decide that Yankee and Bender will open the bids after the bid times are closed. If the information is substantial, Yankee will call for a special meeting. Yankee explained we have 8 lights in the DDA district currently not working. We have an expired quote to fix them. They can't be done at the same time as the painting. These need to be fixed as soon as possible. Sutton is in the process of getting an updated quote. The expired quote is for (8) light poles for \$1,035.00 to update LED boards and driver for repair. Discussion follows.

MOTION by Yankee, seconded by Kaatz, to approve purchasing from Medler Electric Company parts to fix up (10) light poles not to exceed \$1,400.00.

Roll Call:

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

Nays: None

Motion carried

- 3. Speakers Update** – Drouillard explained the renewal for the music is coming up in October. There will be a slight increase. We did turn the speakers off this weekend for the festival. The remote service was great. Drouillard will get an updated quote for the (2) speakers that are not working.
- 4. Keel Update** – Yankee explained Brian Boyle from the Keel reached out to say the initial Lexington story in the Keel has been the top performing story since it was published. Do we want to use the free ad space that comes with our subscription? Board agrees we could use it to promote the tree lighting.
- 5. Beach Mats Update** – Drouillard explained after researching how the DDA can properly sell an item that is purchased with DDA funds, we have found that the auditors suggested getting a legal opinion on the proper way to handle this. This would require us to spend money on getting an opinion. The auditors do have these mats on the DDA asset list. Discussion follows. Board members agree to keep the beach mat and use it next year with repositioning it to reach the water.

NEW BUSINESS:

- 1. RFP for Christmas Lights/Poles** – Yankee explained we need to do an RFP for both item #1 and #2. Bender spoke to Scott Western and the prices have gone way up this year. Discussion followed on investing in quality decorations. Bender indicated last year we did not put garland on the poles that had the snowflakes. Discussion followed.
- 2. RFP for Garland & Pots** – Bender explained in the past we have purchased garland from multiple vendors. Croswell Greenhouse did the pots last year. Discussion followed. Bender explained last year we did 44 poles with garland and 32 pots. Bender asked if we want to change to multi color lights on the garland this year.

MOTION by Yankee, seconded by McGovern, to have Mickey Bender go forward with the RFPs with the noted changes about the multi colored lights and using one type of tree for garland to lower the cost for the Christmas lights, poles, garland and pots.

Roll Call:

Ayes: Yankee, McGovern, Blaesing, Kaatz, Drouillard, Westbrook, Adams, Bales

Nays: None

Abstain: Bender

Motion carried

CORRESPONDENCE: None

PUBLIC COMMENT: None

ADJOURNMENT:

MOTION by Drouillard, seconded by Bender to adjourn the meeting at 6:52 pm.

All Ayes

Motion carried.

Respectfully submitted,

Vicki Scott

September 7, 2022

Approved