

VILLAGE OF LEXINGTON
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Village of Lexington -7227 Huron Ave. - Lexington, MI
September 8, 2021

CALL TO ORDER: Chairperson Yankee called the meeting to order at 5:31 pm.

ROLL CALL: by Vicki Scott

PRESENT: Adams, Bender, Bales, Kaatz, Yankee, VanDyke, Drouillard

ABSENT: Stencel, Blaesing, Westbrook

OTHERS PRESENT: Scott, Fulton, Decoster, Mouio, McCoy

APPROVAL OF AGENDA:

MOTION by VanDyke, seconded by Bender to approve the agenda as amended moving #2 (new website update) under New Business #1 a. & b. and adding #5 Christmas Lights under New Business.

All Ayes

Motion carried.

APPROVAL OF MINUTES:

MOTION by Bales, seconded by Drouillard to approve the minutes of August 11, 2021 as presented.

All Ayes

Motion carried.

PUBLIC COMMENT: Peter Mouio comments on the possibility of a mini park with a ship viewing station, restrooms, shelter, and parking at the tie down lot property behind the Village Theater.

REVIEW OF FINANCIAL INFORMATION –

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

Roll Call

Ayes: Bender, Adams, VanDyke, Bales, Drouillard, Kaatz, Yankee

Nays: None

Motion carried

UNFINISHED BUSINESS:

1. **Speaker System Update** – Drouillard explains he worked with KLA and DPW to get the last two speakers working. All speakers are now operating. Andy from KLA provided a maintenance agreement quote. We need to work on the microphone issue and the two additional speakers we currently have that are not up. One is a new speaker and the other is a speaker that was on a pole that was hit by a snowplow. KLA can do the installation of these two speakers at a cost. KLA quoted a price of \$325.00 for the music, \$750.00 for the maintenance agreement for the year, \$500.00 for KLA to come on site and install the two additional speakers. For budgeting long term, it would be approximately \$1,100.00 per year for maintenance. For \$150.00 we can buy a hardware unit that has Sirius XM playing on it that would prevent the system crashing. Discussion follows. Bender asked if the speaker that was on the pole that got hit was included in the insurance claim. Scott will research this. Board members discuss numbering the poles for easier identification. Yankee explains most people from the survey preferred the speaker running from 9:00 a.m. – 5 p.m.

MOTION by Drouillard, seconded by VanDyke to approve \$750.00 to KLA for one month of service on Sirius XM, one month of KLA support, and an in person visit including installing two speakers.

Discussion: Bender explains there may be an added expense from Olds Electric since DPW does not have a licensed electrician on staff. Drouillard explains we did not use the previous \$500.00 that was already approved for Olds Electric.

Roll Call

Ayes: Drouillard, VanDyke, Bales, Bender, Kaatz, Adams, Yankee

Nays: None

Motion carried

2. **Light Poles Update** – Yankee explains in your packet is the correct quote for the light poles that were done at the mobile home park. They paid \$1,700.00 for 19 poles. We currently have 72 light poles. Yankee suggests including numbering the poles in the RFP. Discussion follows. Yankee will work with Bender on creating an RFP to include scrape, sand, and paint the poles with ID tags.

MOTION by Yankee, seconded by Bales the DDA is going to work on an RFP to scrape, sand, and paint 72 light poles with ID system and send it out.

Discussion: Board members agree to send out the RFP now, even if the work is done in the spring.

All Ayes

Motion carried

3. **Updated Bylaws** – Yankee explains we changed the numbering system after it went to Council.

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

Roll Call

Ayes: Bender, Adams, Yankee, Kaatz, Drouillard, Bales, VanDyke

Nays: None

Motion carried

NEW BUSINESS:

1. **A) Questionnaire for Ego Detroit** – Yankee explains we have been working with Ego Detroit on this questionnaire. Kaatz explains Mike Fulton has agreed to fill in since Holly was working with you on this. Kaatz wants to make sure there you have enough support during this process. Drouillard suggests having whoever wants a voice with this process should be included. Kaatz will take to council having a website committee consisting of three members of DDA (Drouillard, VanDyke, and Yankee) and one member of Council (Fulton). The finances have already been approved. This committee will be in contact with different members of each board. Yankee explains we need to have one point person working with Ego Detroit.

MOTION by Bender, seconded by Bales to have Doug Drouillard as the main point of contact working with Ego Detroit.

Roll Call

Ayes: Bender, Bales, Yankee, Kaatz, Adams, Drouillard, VanDyke

Nays: None

Motion carried

B) Yankee explains we went a little out of order. The questionnaire for Ego Detroit is in front of you. If there is anything you see that needs changed, please let us know within the next 24 hours. Drouillard explains there is small expense that needs to be looked at for the website. Drouillard is looking at possibly purchasing the domain name First Resort North. Fulton explains he purchased this domain name as well as \$25 for it being privatized. However, it should be known the Village owns it as opposed to not knowing who owns it. Kaatz asks if there is a trademark on this name. Fulton asked Paul Christy who said it was available. Discussion follows. Board members discuss and agree if we are going to purchase the .com we should buy the trademark as well. VanDyke explains this will be the beginning of purchasing many domains.

MOTION by VanDyke, seconded by Bender to approve the cost of acquiring the domain (First Resort North) for \$50.00 and implore Doug to follow up with the trademark question.

Roll Call

Ayes: VanDyke, Bender, Bales, Drouillard, Kaatz, Adams, Yankee

Nays: None

Motion carried

2. Croswell Greenhouse Invoice - Yankee explains this is for fertilizer.

MOTION by Bender, seconded by Adams to approve the \$60.00 purchase for a bag of fertilizer from Croswell Greenhouse.

Roll Call

Ayes: Bender, Adams, Yankee, Kaatz, Drouillard, VanDyke

Abstain: Bales

Nays: None

Motion carried

3. October's DDA Meeting Date – Yankee explains she is not able to attend the October 13, 2021, meeting. Bales will not be able to make that meeting date as well. Board members discuss moving the meeting date to October 20, 2021, at 5:00 to start the informational meeting.

MOTION by VanDyke, seconded by Bales to move the DDA meeting from October 13, 2021 to October 20, 2021 at 5:00 p.m. to include the informational meeting.

Roll Call

Ayes: VanDyke, Bales, Yankee, Adams, Kaatz, Drouillard, Bender

Nays: None

Motion carried

**Bales left at 6:50 p.m.

4. Christmas Lights – Bender explains we have multiple items to discuss. We did get the snowflakes from the Village of Pentwater. Some of the bulbs will need to be replaced. We need to approve some funds for Jerry at DPW to purchase these bulbs. Discussion follows. Bender explain the snowflake bulbs are LED. The bulbs on the wreaths and garland we use to wrap the poles are not LED. How do we want to incorporate these snowflakes being that they are LED? Discussion follows. Bender explains we need to send out two RFPs for the garland and installing the garland with lights on the buildings to be put up by November 13, 2021.

MOTION by Yankee, seconded by VanDyke to have Bender put together an RFP for sufficient garland for 44 poles to be put up by November 13, 2021 as well as putting lights on the businesses.

Discussion

Roll Call

Ayes: Yankee, VanDyke, Bender, Drouillard, Kaatz, Adams

Nays: None

Motion carried

MOTION by Kaatz, seconded by Drouillard to have an RFP for 44 pieces of garland to wrap the light poles previous to November 13, 2021.

Discussion

Roll Call

Ayes: Kaatz, Drouillard, Yankee, Adams, Bender, VanDyke

Nays: None

Motion carried

Kaatz asks the board if we want to have a Christmas decorations contest for neighborhoods like they do in Port Huron. Kaatz suggests we could donate prizes for the winners. Discussion follows. Board members like the idea of a \$250 gift card for first place, \$100 gift card for second place, and \$50.00 gift card for third place. VanDyke suggests bringing a draft flyer with the details to the next meeting.

MOTION by VanDyke, seconded by Yankee to approve DPW to spend up to \$500 on DDA's behalf to prepare Christmas decorations with DDA seeing invoices.

Roll Call

Ayes: VanDyke, Yankee, Adams, Kaatz, Drouillard, Bender

Nays: None

Motion carried

CORRESPONDENCE – None

PUBLIC COMMENT

- Mike Fulton (5727 Union) – received confirmation from Paul Christy on purchasing the First Resort North domain (\$25 to register and \$25 to remain private)
- Kathy Decoster (5203 Main) – would like an update on the tennis court. The flowers look beautiful, but some of the big baskets are blocking the signs.
- Larry Adams – received many compliments on how beautiful this community is. Maybe we should talk about some type of retention for some of the restaurant workers we have in town.
- Peter Mouio – comments on the number of snowbirds we have with regard to the Christmas lights contest.
- James VanDyke – update on meetings with the DNR. They are looking into federal grants that require local support. We will have more information by the next meeting.
- Drouillard asks about the tennis courts. Kaatz responds we need to follow up on what date they will here. Williams explains he spoke to Greg Henson, he gave me a name of another company, the soonest he could get to it would be the first or second week of October. I've tried for three days to contact the guy from Startrec with no luck. If I can't contact him in the next day or two, I was going to contact the other company and schedule it. Kaatz explains this would need to be approved by Council. Williams explains Greg Henson indicated he would pay the difference between the two quotes.

ADJOURNMENT:

MOTION by Drouillard, seconded by Kaatz to adjourn the meeting at 7:07 pm.

All Ayes

Motion carried.

Vicki Scott

September 8, 2021

Approved