



## MEETING MINUTES – JANUARY 14, 2021

- I. **Call to Order.** Meeting called to order at 8:06 am via Zoom Video Conferencing by Chairperson, Dereck Mashburn.
- II. **Roll Call.** Present: Dereck Mashburn, Mark Childs, Paul Zelenak, Gene Carroll, Tanya Nevitt, Jeff Heinanen, Gary Fagin, Norm Fultz. Also present: Nate Mack, Jim Hamade. Excused: Annie Buchtrup, Tim Davids.
- III. **Approval of Agenda.** Mark made a motion to approve the agenda. Supported by Jeff. Motion passed unanimously.
- IV. **Approval of December 10, 2020 DDA Board Meeting Minutes.** Paul made a motion to approve the minutes as submitted. Supported by Jeff. Motion passed unanimously.
- V. **Citizens Comments.** None.
- VI. **Budget Report.** Nate commented on financial reports provided by Accounting.
- VII. **New Business**
  - A. **2021-2022 Fiscal Year Budget – First Draft.** Nate provided a first draft of the 2021-2022 Fiscal Year Budget for board review. This budget needs to be approved by May at the latest, but earlier would be better. TIF revenue is currently estimated. Looking at implementing a DDA Gift Certificate program and also a fundraiser for the murals that are planned in downtown. Paul doesn't feel that the DDA should bear the full cost of the murals. Gene feels that the murals are time sensitive and we need to be careful or perhaps install something that is removable or changeable. Paul and Nate both feel that we need art to enhance our community. Artist, Kevin Burdick, will be creating the mural on the side of the Grande Trunke building. His website is [www.scrapsdesigns.com](http://www.scrapsdesigns.com). Murals do need Planning Commission approval and the Planning Commission is currently working on a mural ordinance.
  - B. **Oakland County Restaurant Relief Program – Phase One.** Nate reported that the City of South Lyon businesses will be receiving three greenhouses, one igloo, 14 propane heaters, 28 propane refills, electrostatic sprayers and spray refills. Aubree's, Java House, and the Lake Street Tavern will receive one greenhouse each and The Corner Social will be receiving an igloo. Businesses still have to comply with the city rules for outdoor seating.
  - C. **DDA Board of Directors' 2021 Meeting Schedule.** Nate presented the 2021 meeting schedule, which will have regular meetings continuing to meet the second Thursday of

the month from 8-10 am. Discussion as to whether we should have the annual “Board Retreat” meeting in February via Zoom in the evening. Gene suggested that we meet via Zoom at 8 am, have a short business meeting followed by the retreat to discuss goals for the year. Jeff made a motion to approve the meeting schedule as presented and have the board retreat following a short business meeting starting at 8 am on February 11. Supported by Gene. Motion passed unanimously.

**VIII. Old Business**

- A. DDA Committee Volunteers.** Nate reported that he posted a volunteer request on Facebook for the DDA Committees. Three people responded. Two for design and one for promotions. We still need a DDA member for the Promotions Committee. We have no volunteers for the Organization Committee, but we do have Dereck as DDA representative. Discussion of how many volunteers per committee. Minimum four on each committee. Jeff made a motion to accept the volunteers. Supported by Gene. Tanya noticed that we don’t have their applications and feels we shouldn’t approve anyone without seeing their applications. Committee members agreed. Motion tabled until applications are received and reviewed by the DDA Board. Nate will resend committee descriptions to board members.
- B. 390 S. Lafayette.** Nate reported attending the Parks and Rec meeting where this property was discussed. Parks and Rec would like to see an art park or gateway to downtown on this lot. They prefer no fountain. Paul said he would like to see a gateway park. Jeff asked if there was any progress on grants to help with improvements on this property. Not yet. The future of this property is still under discussion so that the best course of action can be made.
- C. 110 Detroit Street.** The Building Department is following up on the dangerous building ordinance. Property has not been sold as was previously reported.
- D. 106 S. Lafayette Street.** Former Draft Street building has been sold. Nate spoke with the new owner and the property will be a doctor’s office and a quick-serve restaurant. A permit has been issued for interior demolition and work is progressing. No timeline on opening and we do not know what type of restaurant.
- E. 333 S. Lafayette.** Site of former Mo’s Garage, now vacant land. Nate spoke with the property owner regarding future plans. Taking it slow right now with no decision at this time.

**IX. Board Member Comments.** Gene asked about funds for DDA businesses that are forced to close to indoor service. Nate reported that we hope to have greenhouses installed next week for those that requested them. DPW will put the greenhouses together and the city and businesses will decide where they will be placed on the business owners’ property. Nate reported on the Bingo Card promotion that the Lyon Area Business Task Force is running from January 15 to February 15, 2021. The committee will use Task Force funds to purchase prizes.

**X. Adjournment.** Jeff made a motion to adjourn. Supported by Gene. Meeting adjourned at 9:12 am.