



MEETING MINUTES – NOVEMBER 11, 2021

- I. **Call to Order.** Meeting called to order by Chairperson Dereck Mashburn at 8:05 am via Zoom.
- II. **Roll Call.** Present: Dereck Mashburn joined the meeting from South Lyon, MI, Paul Zelenak joined the meeting from South Lyon, MI, Mark Childs joined the meeting from South Lyon, MI, Jeff Heinanen joined the meeting from South Lyon, MI, Gary Fagin joined the meeting from South Lyon, MI, Tanya Nevitt joined the meeting from South Lyon, MI, Norm Fultz joined the meeting from South Lyon, MI, Gene Carroll joined the meeting from Southfield, MI at 8:17 am, Annie Buchtrup joined the meeting from South Lyon, MI at 8:20 am. Also present: Nate Mack.
- III. **Approval of the Agenda.** Mark made a motion to add item F. Electric Charging Station update to the agenda. Supported by Jeff. Motion passed unanimously.
- IV. **Approval of the October 14, 2021 DDA Board Meeting Minutes.** Norm made a motion to accept the minutes as submitted. Supported by Jeff. Motion passed unanimously.
- V. **Citizens Comments.** None.
- VI. **Budget Report.** Nate reported on the budget. TIF Funds (\$37,309) have been received. Also received vendor fees (\$640) and a \$500 grant from the county for the mural. Operating expenses included expenses for the farmers market and seasonal improvements.
- VII. **DDA Informational Presentation – PA 57 of 2018.** Nate shared highlights of 2021.
- VIII. **New Business:**
 - A. Farmers Market Contract Agreement with SLARA. Nate reported on the Farmers Market Contract Agreement with SLARA. It is a 2-year agreement. Annie made a motion to approve the draft contract. Supported by Tanya. Discussion. Is a 2-year contract too long? Possibly, but there is a 6-month notice to end the contract. Nate feels this is a good opportunity for partnership between the DDA and SLARA and recommends that the contract be approved. It would be ideal to have someone on board by January or February so they could attend the Farmers Market Association programs before the season starts. Nate feels this partnership would be beneficial to both parties and the community. How can we guarantee who the person is working for? Contract is based on hours worked per

program. Mark feels the change notice should be changed to 90 days and is concerned with SLARA instability in the past year and feels that maybe we should look for our own person. Paul feels it could be a good opportunity for partnership but will abstain from voting due to being a member of the Parks and Recreation Commission. Jeff feels we should give it a try with a 90-day out clause. Gary feels we should keep the 180-day out clause. Dereck prefers 90 days. Motion from Jeff to amend section 2.2 of the contract from 180 days to 90 days. Supported by Mark. Roll call vote:

Mark Childs – yes

Paul Zelenak – abstain

Gary Fagin – no

Dereck Mashburn – yes

Tanya Nevitt – yes

Norm Fultz – yes

Gene Carroll – yes

Jeff Heinanen – yes

Annie Buchtrup – yes

Motion passed as amended.

IX. Old Business:

- A. Farmers Market Monthly Report.** Nate reported that the season ended on October 30. It turned out to be a pretty good year after an uncertain start. There was strong vendor turn out in October. We received more sponsorship money this year and T-Mobile was a great new sponsor. Nate reported that he learned a lot in the last couple of months running the market. Our next step is to take the amended contract back to the SLARA board whose next meeting is November 24.
- B. Holiday Spectacular (formerly Cool Yule).** Nate reported that this event is scheduled for Saturday, December 4 and the committee has been meeting weekly over the last month. The name change reflects new events that are planned and going forward. New this year will be reindeer and ice carving in addition to the parade. Flyers are available to pass out at Ladies Night and will be distributed to businesses.
- C. Ladies Night.** Nate reported that this event is scheduled for Friday, November 12 from 5-9 pm. N. Lafayette will be closed from Whipple to W. Lake Street from 4-10 pm. Picnic tables and heaters will be in the street. 500 swag bags were created for this event.
- D. Committee Reports.** No committee reports. Jeff commented that the Economic Vitality Committee has not met in the last 4-5 months and feels the committee should be meeting more often, at least once a month. Agenda items should be provided to the committee if necessary.

- E. Storm Sewer Along S. Lafayette between Liberty and McHattie Streets.** Paul reported attending a kick off meeting last week with the city engineers (HRC) and the county drain commission. The report should be complete by February.
- F. Electric Vehicle Charging Stations.** Nate reported completing the application and submitting to DTE. The Wells Street lot will be the first lot to receive charging stations.
- X. Board Member Comments.** Mark says thank you to our Veterans.
- XI. Adjournment.** Paul made a motion to adjourn. Supported by Mark. Meeting adjourned 9:11 am.