



MEETING MINUTES – DECEMBER 12, 2019

- I. **Call to Order:** Meeting called to order at 8:03 am by Vice Chairperson, Jeff Heinanen.
- II. **Roll Call:** Present, Jeff Heinanen, Annie Buchtrup, Gene Carroll, Paul Zelenak, Mark Childs, Norm Fultz, Gary Fagin, Tanya Nevitt. Also present, Bob Donohue, Ron Borgman. Excused: Dereck Mashburn
- III. **Approval of the Agenda:** Bob suggested moving the business survey results from Old Business to just after Citizens Comments. Paul made a motion to amend the Agenda. Supported by Gene. Motion passed unanimously.
- IV. **Approval of November 14, 2019 DDA Board Meeting Minutes.** Paul made a motion to approve the minutes as submitted. Supported by Norm. Motion passed unanimously.
- V. **Citizens Comments.** None
- VI. **Business Survey Results.** Resident and Cable Commission Member, Amber King, provided an overview of the business survey results. 252 surveys were sent out with responses from just under a disappointing 10%. There are plans to do the survey again in the future, but no questions have been chosen and no date decided upon.
- VII. **Budget Report.** Monthly budget status reports were provided.
- VIII. **New Business:**
 - A. **Annual DDA Board Retreat.** Bob suggested this evening meeting in place of the regular monthly meeting on Thursday, February 13, 2020, from 6-9 pm at the South Lyon Hotel. Gene made a motion that we follow Bob's suggestion. Supported by Mark. Motion passed unanimously.
- IX. **Old Business:**
 - A. **Economic Vitality Committee Meeting.** Bob reported that we need a chair for this committee and need to set a date to meet to discuss 110 Detroit Street and the city property at the corner of S. Lafayette and McHattie Street. Gary said he would volunteer to chair this committee as long as we meet soon. Bob suggested Tuesday, December 17 at 9 am. Bob will notify other members of the committee.
 - B. **Status of 333 S. Lafayette (Mo's).** Paul reported that the Building Department has received a structural report. Mo is out at this time. Owner is trying to determine if he will repair or demolish the structure. Gary would like to see the city work on the zoning issues at this property and stay on it.
 - C. **Ladies Night.** Annie reported that sales were up on Ladies Night. They started with 750 bags and had about 100 left over. Still a successful event.

- D. **Cool Yule.** Bob reported that the committee started slow but everything came together for a great night. The food trucks and fire pits were very popular and it was a successful night for vendors. The beverage tent was very popular. All vendor booths reported very good sales. The committee learned a lot and there was positive feedback. The committee will have a meeting to critique the event in January. City staff will meet to critique next week.
 - E. **South Lyon Eve, December 31.** Jeff reported that they are waiting for Building Permits. The ZBA has approved the structure which is a 40' spire with illumination. The beverage tent and the food vendors are all set. Two Board members commented that the signs were confusing with both events on one sign. Social media is being used to spread the word about South Lyon Eve and other signs are still placed around town. The tent opens at 8 pm, Power Play Detroit (entertainment) starts at 9 pm, and the ball drop (with countdown) is at midnight. The tent will be open until 1 am. McHattie Street will be closed between Washington and Lafayette.
 - F. **Media/Ribbon Cutting, December 6.** Bob reported that there was a successful media/ribbon cutting event on December 6 that publicized the rehab work that has been done at Lake Street Tavern, Tae Kwan Do, Studio 104, A & E Jewelers, and new location of The Lemon Tree. There was a good turn out and the Oakland Press did a nice article. Some board members felt that they were not notified well in advance. Building owners were notified.
 - G. **Downtown South Lyon Facebook Page & City Website.** Paul reported that updates are coming to the city website. Bob reported that Lynne Ladner access to our Facebook page was finally removed two months ago.
 - H. **S. Lafayette Brickscape Repairs.** This is an ongoing issue tied to the drainage issue on S. Lafayette.
 - I. **Status of Drainage District for S. Lafayette and McHattie Street Area.** Paul reported that he has spoken with RCOC about the drainage issues and he will be attending a larger meeting on this topic in the new year. More information to come.
- X. **Board Member Comments:**
Mark asked for feedback on tonight's shopping event. Tanya reported that it is a fundraiser for the high school senior all night event (SANE) 2020. 15-20% of proceeds will be returned to the event.
Paul reported on over the road lighting that is planned for E. Lake Street. He is waiting for an agreement with the county to hang lights over the road.
- XI. **Adjournment.** Gene made a motion to adjourn. Supported by Paul. Motion passed. Meeting adjourned at 9:27 am.