



## MEETING MINUTES – MARCH 11, 2021

- I. **Call to Order.** Meeting called to order by Chairperson Dereck Mashburn at 8:04 am via Zoom video conferencing.
- II. **Roll Call.** Mark Childs joined the meeting from South Lyon, MI, Dereck Mashburn 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, Gene Carroll joined the meeting from Clarkston, MI, Tanya Nevitt joined the meeting from South Lyon, MI, Norm Fultz joined the meeting from South Lyon, MI, Annie Buchtrup joined the meeting from South Lyon, MI, Paul Zelenak joined the meeting from South Lyon, MI. Also present, Nate Mack, Tim Davids, John Allen.
- III. **Approval of the Agenda.** Paul made a motion to approve the agenda. Supported by Gene. Motion passed unanimously
- IV. **Approval of the February 11, 2021 DDA Board Meeting Minutes.** Jeff made a motion to accept the minutes as presented. Supported by Norm. Motion passed unanimously.
- V. **Citizens Comments.** Resident, John Allen, asked about the status of the Draft Street building and the Economic Vitality Committee. Heard a rumor that the Lyon Theater was closing. The City of South Lyon is lacking amenities for its residents and what is the DDA Board doing about it? What is the scope of responsibility for the DDA Board? Will the City of South Lyon be able to tap into the \$1.9 billion in Covid relief?
- VI. **Budget Report.** Nate reported that Farmers Market vendor and sponsor money is coming in. Expenditure this month for Tim Davids to attend a conference.
- VII. **New Business**
  - A. **Ladies Night Out.** Nate reported that we have scheduled a Ladies Night Out for Friday, May 7, 2021. Annie and Tanya will chair and feel that we can have this event safely and successfully. We have a budget of \$750 for this event. A work plan has been developed and there is a timeline in place. 250 swag bags will be prepared. Nate has contacted Oakland County for additional PPE for this event. No refreshments will be served at this event, there will be no shuttle service, and masks will be required. Annie and Tanya are suggesting that businesses do a Facebook live event that week for patrons who may not be comfortable

shopping in person. Mark made a motion to approve a \$750 budget for the Ladies Night event. Supported by Norm. Motion passed unanimously.

**VIII. Old Business.**

**A. DDA Budget FY 2021-2022.** Nate presented the final draft of the DDA Budget for Fiscal Year 2021-2022. Adjustments include eliminating having Christmas lights professionally installed (too expensive) and purchasing artificial garland for downtown light poles (affordable, but not a critical purchase at this time). An added item is an EV Charging Station in the Wells Street parking lot. This item will be made possible with a grant/rebate from DTE. The city will absorb the cost of sealing and striping the Farmers Market and Veterans parking lots. A new transformer will be added in the Wells Street parking lot to power the charging stations. Gary made a motion to approve the DDA Budget for Fiscal Year 2021-2022. Support by Mark. Roll Call Vote:

Mark Childs – yes

Dereck Mashburn – yes

Gene Carroll – yes

Jeff Heinanen – yes

Gary Fagin – yes

Paul Zelenak – yes

Tanya Nevitt – yes

Norm Fultz – yes

Annie Buchtrup – yes

Motion passed unanimously. Final budget approval will be voted on at the May City Council meeting.

**B. Downtown Properties Update.** Nate reported that 110 Detroit Street has been sold. 106 S. Lafayette (former Draft Street) has been sold. The new owner is currently doing interior demolition and the building will house a doctor's office and a restaurant. We are positive about this investment in our downtown. Annie asked if we have welcomed this new owner to our downtown. Nate said he and Tim have both been in contact. Annie says she will contact via email as well. A winery is looking for a downtown location. The remaining Class C Quota Liquor License was approved for Dua Vino (RCA Building) at the March 8 City Council meeting. It will now go to the state for full approval. The Lyon Theater is closing. Nate let the current owners know about grant opportunities, but they were not interested. Could the city purchase the theater and run it? Nate reported that the City of Farmington did purchase the Farmington Civic and they hired someone to run it for them. It was profitable before the pandemic. There is currently an SBA grant available that would cover up to 50% of last year's expenditures. Nate reported that KV Sports is moving out of the downtown area. Dereck asked about our vacancy rate. Pretty low. Physical Therapy Building is available, but not much else downtown. Jeff asked about the status of 390 S.

Lafayette. Nate reported that he is looking at a grant from Lowe's for this property. City Council has set aside \$5,000 for future use at this property. Dereck asked about the status of the window signs at Lefty's Cheesesteak. Nate was unsure about the status, but he knows that the Ordinance Officer, Mike Carlson, has been working with the owner trying to resolve the issue. Have they filed for a variance? Unknown.

**C. Design Committee Meeting.** Nate reported that he met on March 3 via Zoom with Annie Buchtrup and Emily Gray. They discussed a Façade Program for the DDA. They discussed beautifying our downtown. Discussed repurposing the greenhouses and igloos provided by Oakland County. Have the other committees met? Not yet. Gary feels it is time to get the Economic Vitality committee reactivated. Nate will coordinate. Nate reported that Jenna Walker submitted an application for the design committee, but she is unable to commit time right now, but will possibly be able to participate this summer. She has a background in Historic Preservation and Interior Design. Tanya referred Shelly Thomas to Nate. Andrea O'Keefe is interested in the Promotions Committee.

**IX. Board Member Comments.** Mark asked about the Physical Therapy building. Could be restaurant to community activity building. Nate reported the asking price is \$1.3 million. They want to sell, not lease. Gene asked for more details and location of the mural. There are two murals in the budget. The Grande Trunke building is one location for sure, but the other site is still to be determined. Gary asked about marijuana stores. Not currently allowed in the City of South Lyon. Nate brought up expanding the central business district zoning classification to include most of the DDA District. Mark brought up for comparison purposes how these other DDA's have so much more money to work with than ours. Nate said our DDA wasn't created until 2001 whereas other communities started in the 1980's which has allowed them collect more in TIF revenue. In response to John Allen's comments, Paul stated that he supports redevelopment in the downtown area.

**X. Adjournment.** Gene made a motion to adjourn. Supported by Jeff. Meeting adjourned at 9:18 am.