



MEETING MINUTES – MAY 9, 2019

- I. **Call to Order:** Meeting called to order at 8:07 am by Chairperson, Gene Carroll.
- II. **Approval of Agenda:** Paul made a motion to approve the agenda. Supported by Dereck. Motion passed unanimously.
- III. **Roll Call:** Present: Mark Childs, Gene Carroll, Tanya Nevitt, Dereck Mashburn, Anne Buchtrup, Jeff Heinanen, Norm Fultz, Paul Zelenak. Also present, Bob Donohue and Tim Davids. Absent: Jennifer Dunigan.
- IV. **Approval of April 11 DDA Board Meeting Minutes:** Paul made a motion to approve the April minutes as corrected. Supported by Dereck. Motion passed unanimously.
- V. **Citizens Comments:** A local student, Dakota, joined us as part of an assignment for his government class.
- VI. **New Business:**
 - A. Ladies Night. South Lyon Ladies' Night will take place on Friday, May 10 from 5-9 pm. Annie reported that she and Tanya attended the Ladies' Night in Brighton. They shared a tri-fold brochure that listed all businesses participating, which included insurance, financial, and real estate businesses, not just retail. Discussed various ideas to generate more interest among businesses here in South Lyon. Also discussed how to get Ladies' Night visitors to travel south of Lake Street. We need to think outside the box to generate more interest and participation from businesses for this event.
 - B. May 2019 DDA Budget Report. Bob presented the May 2019 DDA budget report. Council will review the budget for 2019-2020 and it will be up for approval at the May 28 council meeting.
 - C. Street closure for Farmers Market. Discussed the closure of W. Liberty on June 22 and August 31 for Farmers Market Kids Day events. Police and Fire vehicles will be there. Discussion of whether to keep the Veteran's Parking lot open for visitor parking. Traffic flow and safety concerns. Dereck made a motion that we close the first 100 feet of W. Liberty Street west of Pontiac Trail for the Kids Day events on June 22 and August 31. Paul supported the motion. More discussion

about putting the First Responder vehicles in the Veteran's Lot to cut down on cross-traffic problems. Decided to put First Responder vehicles in the street. Motion passed unanimously.

- D. Sidewalk Flower Containers. There is money in the next budget for the sidewalk flower containers. The DDA will fund 10 containers, then businesses can order more if they want to. The DDA containers will be at the major crossroads. Flowers will arrive in June. We need better consistency in watering the city flowers. Discussion of whether the water person should be a DPW person, a hired person, or a volunteer. Paul noted he will assign a part-time DPW person for this purpose.
- E. DDA – Economic Development Activity Update.
 - 1. Bob, Paul, and the City Attorney, Tim Wilhelm, met regarding conditions at Mo's Garage. Staff is currently researching the issue. The owner and occupant will be notified by the end of the month.
 - 2. The two Bonner buildings have been sold. Ron Borgman, owner of 117 N. Lafayette, has purchased the green building at 111/113 N. Lafayette Street and he already has an architect working on the plans. Owner is targeting the Pumpkinfest for exterior completion with occupancy between October 1 and December 1. The RCA building, 135 E. Lake Street, is moving along. The cooking school (former quilt shop) is signing up people for classes and their website is activated. The price on the Draft Street building is down to \$650,000. Bob will call the realtor for an update on interested buyers. The building is not polluted as previously reported. Most people feel that the building is not worth more than \$500,000. Carol will check with the Assessor's Office to find out the price paid when last sold.

VII. Old Business:

- A. Farmer's Market. Tim reported that there was a full market for the opening on May 4. The May 11 market will be a little larger for vendors. Mark asked about in-kind sponsors and said he thought we were doing away with in-kind sponsors. Bob says, no, in-kind sponsors are still around, but there are only seasonal sponsors on the board. Event day sponsors will also be on the board. Mark would like to suggest that the business name be bolder. Paul suggested that the sponsor names also be put on the parking lot side of the sign. Next year, we need to start collecting sponsorships and creating signs earlier. Consider putting logos on the signs. Consider putting in-kind sponsors (Busch's, Pet Supplies+, etc.) on the board. Give this year's sponsors first right of refusal for next year's sign and consider adding a third panel for a total of 36 sponsor names on the

board. Improvements to the 36 sponsor signs will be made in the next few weeks.

- B. Relocation of Veteran's Monument - Update. Bob attended the most recent VFW membership meeting. Working on getting in-kind sponsors for this project. Paul will review and work with the city attorney on an agreement for the monument to not be moved again. The veterans are excited about the project. Bob will bring a list of sponsors and monument design to the next DDA meeting.
- C. New Trash Containers. New containers should be ready by mid to late June with payment due after July 1.
- D. New Sidewalk Flower Containers. Containers should be ready early to mid-June.

VIII. Board Member Comments

Mark reminded everyone of South Lyon Cycle's 25th Anniversary Celebration taking place on Sunday, May 19 from 12-3.

Dereck recommends we add the Farmers Market sign design to old business for next month and start Farmers Market planning earlier next year. Tim suggested that we do Farmers Market planning for sponsor package in January and then bring packages for approval at the February meeting. We should also get feedback from current sponsors this August or September.

- IX. Adjournment. Paul made a motion to adjourn. Supported by Dereck. Motion passed unanimously. Meeting adjourned 10:06 am.