



MEETING MINUTES – JUNE 13, 2019

- I. **Call to Order:** Meeting called to order at 8:01 am by Chairperson, Gene Carroll.
- II. **Approval of Agenda:** Mark made a motion to approve the agenda. Supported by Paul. Motion passed unanimously.
- III. **Roll Call:** Present: Gene Carroll, Jeff Heinanen, Mark Childs, Annie Buchtrup, Dereck Mashburn, Norm Fultz, Paul Zelenak, Jennifer Dunigan (arrive 8:05), Tanya Nevitt (arrive 8:05). Also present, Bob Donohue and Tim Davids.
- IV. **Citizens Comments:** None
- V. **New Business:**
 - A. June 2019 Budget Report and 2019/20 Budget Approval by City Council. Budget has been approved and we are moving forward. Oops, Bob forgot an agenda item for Approval of Minutes for May 9, 2019 DDA Meeting. Paul made a motion to accept the minutes as submitted. Supported by Dereck. Motion passed unanimously.
 - B. DDA Economic Development Activity Update.
 1. Enforcement of Maintenance Ordinance Update. No action on Detroit Street property. Paul met with the City Attorney and City Building Engineer regarding 333 S. Lafayette. Letter has been sent to the owner requesting a response or we will move forward with possible litigation. No activity at the BP Gas Station Car Wash. It has become a maintenance issue. Paul will have the new ordinance officer, Mike Carlson, stop by and introduce himself and review the ordinance with them.
 2. Buildings for Sale or Lease. Draft Street is the only property currently for sale. Price currently \$625,000. There is reportedly a rodent issue. Will have the ordinance officer address the rodent issue. Gary Fagin is interested in renting the Bullett Paint Store and he may move the paint store over to South Lyon Collision, if leased. The house next to South Lyon Cycle on E. Liberty Street is available for lease. There is possibly an ice cream store going into the old Scrooge & Barley location next to the bakery.

3. Business Activity-Recruitment. Grand Traverse Pie Company is still looking for a location in town. A candy store is still looking for space in town. Restaurants are looking for spaces of about 3500 sf, which, other than the former Draft Street Bar and Grille, we do not have.
- C. Banner Pole (Over-the-Road) Hardware Installation. The installation bolts have been received and installation will take place next week on the best weather day. This will be a coordinated effort by DPW, Police and Fire. There will be some road closures during installation which is expected to take 1-2 hours. Motorfest will be the first banner.
- D. Motorfest. Annual Motorfest is scheduled for Saturday, July 27 from 7 am to 6 pm.
- E. Lake Street Cruise-In Car Show. Car shows take place the 4th Wednesday of the month from 6:30-9:30 pm, May through October.
- F. Brick Repairs in Streetscape. Mark reported sidewalk issues at 201 and 209 S. Lafayette. In the past, DPW has addressed small areas that needed repair. This issue is at the curb and around the light poles. Crosswalk striping mentioned. The city is looking to purchase a machine to do the striping ourselves. The intersection of Lake and Lafayette will be done through the county.
- G. Ball Drop on New Year's Eve at Heinanen Engineering. Jeff is proposing a ball drop on New Year's Eve. The set up would be a 4' ball on a 30' pole. South Lyon Eve is the tentative title. Planning for the 2019/2020 event would include live entertainment and a beer tent. Jeff is looking for support from the city and police. Jeff will meet with Paul and Chief Sovik to discuss logistics. This would be a fundraiser event for the Carl and Joann Foundation that will utilize the new plaza and bring more awareness to the City of South Lyon while providing funds for the new City Holiday Tree at Heinanen Engineering.

VI. Old Business:

- A. Farmers Market. Tim says the weather has been fair to great resulting in better attendance. The market was mentioned in the South Lyon Herald and Lyon Today. Tim attended Farm Bill Training through Debbie Stabenow's office. Paul commented on service organizations that have been at the market. He would like to see a different service organization each week (no charge). Tim requested funds for musical entertainment. That will be addressed in next year's budget so we can discuss it next month.
- B. Status of Farmers Market Sponsor Signs. Bob reported that the third panel has been installed. Current sponsor signs will be replaced with ones that include logo only. The back side of the sign will be the sponsor list, events, and business guide. The individual sponsor signs will be left up all year. Annie made a motion

to approve the sign changes, keeping the logo-only signs up through the year, and additional costs by the DDA for the signs. Supported by Dereck. Motion passed unanimously.

- C.** New Trash Containers. Bob reported that the first 10 of 20 new trash containers are out around downtown. We will add six more trash containers and four recycling containers after July 1. Pole receptacles will be removed for use elsewhere in the city. Flowers are out. Bob requested that these new trash receptacles and flower containers be added to our insurance coverage.
 - D.** New Flower Containers and Hanging Baskets Maintenance. Bob reported that our new flower vendor is Donahoe Farms. The vendor will work with our DPW for instructions on correct watering and fertilizing.
 - E.** City-Wide Business Survey Timeline and Update. Bob is compiling the survey and requesting input from a small work group. Notify Bob of any comments. Bob will email out a draft copy with a date of September 1 for the final copy to go out.
 - F.** Cool Yule. Bob and Jeff are co-chairing this event scheduled for December 6 and 7. This year's event is scheduled to include a Holiday Market on Friday from 12 noon to 9 pm. Friday night will focus on the Historic Village. Santa will light the tree in the Village on Friday night. The parade will take place on Saturday night in the downtown area ending at McHattie Street for the tree lighting at Heenan Engineering. Discussion of booth locations and road shutdowns.
 - G.** Downtown Kids Trick or Treat. We still need a DDA board member to chair this event. Abe has offered to help. Dereck volunteered to chair this event.
 - H.** 2019 Events Guide. Bob presented the 2019 Events Guide to board members. He will deliver them to local businesses.
- VII. Board Member Comments: Jennifer pointed out that her name is spelled wrong on the Agenda. Carol will correct.
- VIII. Adjournment. Meeting adjourned at 10:15 am.