



MEETING MINUTES – JULY 11, 2019

- I. **Call to Order:** Meeting called to order at 8:05 am by Chairperson, Gene Carroll.
- II. **Approval of Agenda:** Norm made a motion to approve the agenda. Supported by Jennifer. Motion passed unanimously.
- III. **Roll Call:** Present: Gene Carroll, Jennifer Dunigan, Mark Childs, Jeff Heinanen, Tanya Nevitt, Norm Fultz, Dereck Mashburn. Also present, Bob Donohue and Tim Davids. Excused: Paul Zelenak, Annie Buchtrup. Guest: Meegan Holland.
- IV. **Approval of June 13, 2019 DDA Board Meeting Minutes:** Norm made a motion to approve the minutes as submitted. Supported by Dereck. Motion passed unanimously.
- V. **Citizens Comments:** None
- VI. **Budget Report:** Bob presented reports for June and July from the bookkeeper. Bob, Paul, and Jennifer will meet with the bookkeeper to create an easy-to-read report format going forward. The flowerpots and trash cans did cost more than estimated. Budget line item amounts have been examined and funds are available for completion of trash can purchases with four “recycling” and six more regular cans, as planned at the DDA Goals and Objectives Meeting in February. Bob will skip the National Mainstreet Conference next year in order to offset expenses.
- VII. **New Business:**
 - A. Meegan Holland with the Michigan Retailers Association (MRA) gave a presentation about the components involved in creating a successful downtown and the benefits of the MRA for local retail businesses. Their mascot “Buy Nearby Guy” can come to local events at no cost.
 - B. 110 Detroit Street. The DDA has recommended that action be taken on this vacant house. After inspection, it looks like the house should be demolished due to structural issues. The City’s Master Plan calls for increased parking in this area. The DDA doesn’t have the money to purchase the house, but it should request the city purchase the home looking towards future development and parking.

Bob would like to recommend the City purchase the house to expand downtown parking. Dereck supports the City purchase of this property. Bob recommends starting an economic development committee to explore this purchase and to make the recommendation to City Council. Norm and Gene also support this purchase. Dereck made a motion that the DDA support the City purchase of 110 Detroit Street. Supported by Mark. Motion passed unanimously.

- C. Temporary Signage Enforcement. Bob has been getting calls about the quality of temporary signs in the downtown area. Bob feels we need to enforce this ordinance fairly for all businesses. Discussion of the sign ordinance and how it is enforced. Bob recommends that the DDA take action in supporting enforcement of the city's current sign ordinance. Gene supports this recommendation and the consensus of the DDA Board is to enforce the sign ordinance.
- D. DDA Economic Development Activity Update.
 - 1. Enforcement of Maintenance Ordinance. 333 S. Lafayette is scheduled to have a structural inspection today. 135 E. Lake and 111-113 N. Lafayette buildings have been purchased, architects hired, and new owners are beginning the renovation process. These properties will be removed from the maintenance list. The City will start enforcement process on the BP Gas Station after dealing with 333 S. Lafayette.
 - 2. Buildings for Sale or Lease. The Draft Street building received a complaint on tall weeds around the building that the owner has addressed. Price is still too high for people who are interested in purchasing. The house behind South Lyon Cycle is available for lease as is one office over Divine Power Yoga.
 - 3. Business Activity & Recruitment. Two candy stores and various restaurants are still looking for space in downtown South Lyon. Unfortunately, no space is available other than the Draft Street building.

VIII. Old Business:

- A. Farmers Market. Tim reported that he got some free music for three of the markets. The next big day at the market will be Dog Days on July 20, sponsored by Pet Supplies Plus. The next Kids Day will be August 31. State inspection is this weekend. Market attendance has been excellent (weather-dependent, of course). All the sponsor logo signs are up and they look great. Diane's Doll House logo sign will be adjusted because of a color mismatch.
- B. Trash Container Update. Eight more trash containers have been put out bringing the count to 18. The recycling containers should be out in the next two weeks.
- C. Flower Maintenance Update. The flowers are doing well. DPW has received two on-site trainings for water and fertilizing.

- D. Lake Street Cruise-In Car Show. Next car show will be Wednesday, July 24.
 - E. Motorfest Car Show. The Motorfest Car Show will be Saturday, July 27. This is an all-day event taking place at the intersection of Lake Street and Lafayette.
 - F. New Veteran's Memorial. Planning is nearing completion on the new Veteran's Memorial. Committee hopes to make an announcement by the end of August with construction starting possibly in September. Next meeting is Friday at 9 am.
 - G. Streetscape Brick Repairs. Brick repair is scheduled to take place this week and next, weather permitting.
- IX. Board Member comments.** Dereck offered his congratulations to Tim Davids on the success of our Farmers Market. This is a great place to gather on a Saturday morning. Bob offered his thanks to the DDA Board for helping to get sponsorships for the market. Tim reminded everyone how important that sponsor money is.
- X. Adjournment.** Meeting adjourned 9:59 am.