



MEETING MINUTES – JULY 9, 2020

- I. **Call to Order.** Meeting called to order at 8:10 am, via Zoom video conference, by Chairperson, Dereck Mashburn.
- II. **Roll Call.** Present: Dereck Mashburn, Jeff Heinanen, Tanya Nevitt, Annie Buchtrup, Nate Mack, Paul Zelenak. Excused: Mark Childs. Absent: Norm Fultz, Gary Fagin, Gene Carroll. Guests: Tim Davids, Jim Hamade.
- III. **Approval of the Agenda.** Dereck requested to add Item D under New Business—DDA Board Member Attendance. Motion by Paul to approve the revised agenda. Supported by Jeff. Motion passed unanimously.
- IV. **Approval of June 11, 2020 DDA Board Meeting Minutes.** Motion by Jeff to approve the minutes as submitted. Supported by Annie. Motion passed unanimously.
- V. **Citizens Comments.** None
- VI. **Nathan Mack, DDA / Economic Development Director Introduction and Report.** Nate started on June 22. He was the DDA Director in Jackson, Michigan for 3.5 years before he left to work for the non-profit Michigan Theatre. Since starting, Nate reported that he has visited approximately 40 businesses in town talking to business owners about the Oakland County ReOpen Tool Kits and the Support Downtown South Lyon Mini-Grants.
- VII. **Budget Report.** The Accounting Department provided the monthly budget reports for the month of June. There are still a few final bills to come as we end fiscal year 2019-2020.
- VIII. **New Business:**
 - A. Support Downtown South Lyon Mini-Grants. Nate reported that the deadline to apply for the mini-grant was July 6. We received 18 applications. We need to have a smaller group decide who will get the money. Dereck and Nate will decide with help from Carol. Nate created criteria for deciding which businesses will receive the mini-grants. We will notify recipients as soon as possible and will provide a press release and social media notification to share the news with donors who contributed to this successful crowdfunding project. Jeff made a motion to let Dereck and Nate make all decisions for mini-grant disbursement. Supported by Paul. Motion passed unanimously.

- B. Social District. Nate reported that on July 1, 2020, Governor Whitmer approved social districts within communities. The issue for South Lyon is that there are not two businesses close enough to make a social district work. The MLCC recommended limited outdoor seating permits for establishments within South Lyon. The social district is approved through 2024, so we could possibly create a social district once the stone building restaurant is open.
- C. Cool Yule / New Year's Eve 2020. Jeff feels that there is too much risk, liability, and unknowns to have these events this year. Tanya feels it would be irresponsible to even plan these events. Paul stated that it is hard to plan month to month let alone six months out. Jeff feels there is too much uncertainty due to COVID-19. Jeff feels that both events should be cancelled for 2020. Annie agreed. Dereck also agreed. Hard to know if people will even attend if we do have the event. The right thing to do is cancel for 2020 and look towards having the event in 2021. Dereck wondered if the Historical Society could do a tree lighting if the pandemic eases. We would need to be cognizant about what is going on at that time. Paul asked if there was ever a follow up meeting from last year's event. Jeff will get the committee together and announce the cancellation of the 2020 event at that time. Paul recommended gathering the committee to decide how to move forward. Jeff will work with Nate to get together.
- D. DDA Board Member Attendance. Dereck requested this item be added to the agenda. He will reach out to members who have not attended and find out their intentions. Annie asked about the attendance policy. The bylaws permit two (2) absences. Dereck pointed out that it is hard to get a quorum and come together to get things accomplished. Dereck said he will reach out to the absentees and report back next month. Do we have any people who are interested in joining the board? No applications on file, but Nate spoke with Greg Dean and he expressed interest in being on the board.

IX. Old Business:

- A. Farmers Market. Tim reported that he plans to meet with Nate to discuss the new COVID rules. Pumpkinfest has been cancelled. Weather looks good for the 5th market this weekend. Do we have any sponsors who paid for 2020? Yes, Mayfair Realty, Phil Weipert, Heinanen Engineering, Lake Street Cruise-In are paid sponsors. Wonder Jump offered to sponsor two Kids Days and Busch's provided a pallet of water. Nate and Tim feel that we should move the 2020 sponsors that paid to the top of the Farmers Market Sponsor Board and remove the names of the sponsors who have not paid for this year. Tim did visit about 25 businesses in town before COVID shut everything down. Paul recommends asking the businesses who donated if they want their money to apply to next year or a refund. Jeff would like to see some fairness and rules regarding the sign. Tim will reach out to business owners with a letter or call and ask them to respond within two weeks. Tim also reported that the current safe start plan

removes some non-essential vendors who have already paid from in-person sales. Nate and Tim will talk about the new restrictions today.

- B. Economic Vitality Committee. Jeff says the committee has not met. Gary Fagin is the chairperson for this committee, but no one has heard from him. Dereck is disappointed they are not meeting during these unsettled times. Perhaps Nate can help facilitate a meeting.
- C. Oakland County Business ReOpen Toolkits. Nate reported there are about 25 kits left to distribute.
- D. S. Lafayette Brickscape Repairs – Update. Paul reported that he has met with the DPW Director regarding locations that need repairs or replacement and these will be addressed. Crosswalks have been restriped and some concrete grinding is planned on sidewalks to smooth out trip hazards.
- E. 333 S. Lafayette (Mo's Garage). Paul reported that the dangerous building officer is reviewing data provided by our Building Department. The building owner has been contacted for his plans. He may take the building down, but no demolition permit has been issued. Jeff asked if legal action can be taken. Yes, once the dangerous building officer makes a determination. We should know something more definite by our next meeting.
- F. Soil Boring Update 350 S. Lafayette. A bid of \$4,325 for soil boring has been received from G2 Consulting. Waiting for City Council approval to move forward.
- X. Board Member Comments. None
- XI. Adjournment. Jeff made a motion to adjourn. Supported by Annie. Meeting adjourned at 9:42 am.