

**Downtown Development Authority
Regular Meeting
March 13, 2008**

Present: Randy Clark, Gretchen Phillips, Vicki Serra, Joe Repanshek, Gary Fagin, and Don Beck
Absent: City Manager Rodney Cook, Dawn Tenpenny, and Barb Herzog
Also Present: Kristen Cunningham, Director of Community & Economic Development

Chairperson Clark called the meeting to order at 9:06 a.m.

The January 10, 2008 meeting minutes were presented

Motion to approve as presented

By Fagin, second by Phillips

Motion carried unanimously

The March 13, 2008 agenda was presented

Motion to approve as presented

Motion by Phillips, second by Beck

Motion carried unanimously

Citizen Comment- None

I. Old Business

1. Finance- Beck noted the budget that he and Cunningham had worked on. Cunningham noted that the finalized version of the budget would be presented at the May 2008 meeting for approval from the Board. Clark asked Cunningham if she had any numbers with regard to the potential loss of revenue as it relates to property taxes. Cunningham noted that she did not have any numbers but that the Board would likely see some reductions as the City's future budget reflects reductions.
2. Business Attraction- No Report. There was a discussion about businesses opening and closing in the downtown. Clark asked about the former Little Monkey's building. Tamra Ward, the South Lyon Area Chamber Director noted that she and Cunningham had stopped by and as best as they could tell it was going to be a construction/renovation business. Cunningham noted that there was a church interested in the theater and that she hoped that they would be able to find alternative accommodations. Clark asked about Buggy's. Cunningham did not have any information about the business. Ward noted that the former Little Archie's was going to be an upscale steakhouse and that work was ongoing.
3. Design- Cunningham noted the bid opening on March 25th. It still appeared that Phase II of the Streetscape would begin in mid June and run through mid August.
4. Marketing- there are no upcoming events sponsored by the Board and this committee currently does not have a chairperson. Serra offered her services for the committee after some prompting by the Board. Ward noted the Summer Sizzle, which will take place the 2nd Saturday in August.
5. Maintenance-
 - a. Clark noted the Dumpster enclosure at Wells St. and that it was an ongoing problem. Cunningham noted that she has discussed the issue with the DPW Superintendent and that the department goes out weekly to make repairs. Renwick and Cunningham agree that there needs to be a more permanent fix. Renwick is currently working with DeBoard Fencing to see if a solution can be found. In addition, Superintendent Renwick has also called the haulers to determine who is at fault. None of them will admit to it, and Renwick has informed them that they will have to start being more responsible or they will be responsible for the cost of repairs. Cunningham noted that this has been an on going problem and ultimately the City does not regulate the dumpster enclosure and it is the Business owners that use the dumpster corral that need to control their haulers regarding these issues and have them corrected.

Phillips noted that the Bistro's dumpster had not been emptied in weeks and that it was in bad shape. Cunningham will call Waste Management re: the dumpster. Patrick from Driven Technologies noted that Providence needs to lock their dumpster as people are pawing through the medical waste and dragging it around town.

- b. Maintenance Contract- Cunningham brought the tentative list of tasks to the Board for additions before she sent it out for quotes. LeAnn Tolinski from the Gallery Café noted that she had issues with the snow removal in that the County and City, when trying to remove the snow, end up pushing it back up on to the sidewalk that the businesses have just cleared. Clark noted that he thought it was an issue and that maybe next year the Board should consider asking the City Council to make a policy regarding the snow and have the City clear the sidewalks. Cunningham asked if anyone had any additional tasks to add to the list. Clark asked if they needed a motion to proceed, Cunningham noted that she would like one.

Motion to move forward with bidding out maintenance contract

Motion by Beck, second by Serra

Motion carried unanimously

II. New Business

1. Goals & Objectives- Clark asked if anyone had any changes to the DDA Goals & Objectives. No one noted any changes or suggestions. Clark state that if everyone were satisfied the Goals & Objectives would remain as is.
2. Elections- Phillips suggesting keeping Clark as Chair. He noted he would accept but only for one more year.

Motion to elect Randy Clark as Chair

Motion by Phillips, second by Fagin

Motion carried unanimously

Motion to elect Gretchen Phillips as Vice-Chair

Motion by Fagin, second by Serra

Motion carried unanimously

Motion to elect Don Beck as Treasurer

Motion by Fagin, second by Phillips

Motion carried unanimously

Motion to elect Dawn Tenpenny as Secretary

Motion by Phillips, second by Beck

Cunningham noted that because Tenpenny was not present if wasn't fair to elect her without her consent. Clark noted that if Tenpenny was no longer interested they would elect someone else at the next meeting.

Motion carried unanimously

3. Signage- LeAnn Tolinski noted that she and some other business owners would like to have sidewalk signs. Many of the downtown business owners do not feel that temporary signs are allowed often enough. She has compiled information from a number of other cities and that she would be speaking to the Planning Commission that evening. Cunningham noted that there would be considerations and this was something that the Planning Commission would need to carefully consider. Clark noted Northville and those they allow sidewalk signs. Phillips agreed that sidewalk signs would be a good idea. Tolinski asked for the Board's support.

Motion to support sidewalk signage in the Downtown

Motion by Beck, second by Phillips

Motion carried unanimously

III. Board Member Comments- None

IV. Adjournment

Motion to adjourn

Motion by Phillips, second by Fagin

Motion carried unanimously

10:12 a.m.

Respectfully Submitted:



Randy Clark, Chair



Kristen Cunningham, Recording Secretary