

**City of South Lyon  
Downtown Development Authority Special Meeting  
December 10, 2009**

The meeting was called to order at 8:40 a.m.

**Present:** Gary Childs, Gary Fagin, Jan Eldon, Rhonda Bifano, Susan Stowe, Rhonda Bifano and City Manager David Murphy.

**Absent:** Dave Grimes, Barb Herzog and Joe Repanshek

**Also present:** Kristen Delaney, Director of Community and Economic Development for the City of South Lyon.

**Approval of Minutes:**

Motion by Murphy, supported by Stowe.

To approve the Minutes for November 12, 2009.

**Vote:** **Motion Carried Unanimously**

**Approval of Agenda:**

Motion by Childs, supported by Eldon.

To approve agenda for December 10, 2009.

**Vote:** **Motion Carried Unanimously**

**Public Comment:** None.

**Old Business:**

- 1. Work Plans and Goals for 2010:** The board came up with a general list of goals for 2010. They noted that because there were several board members absent from the meeting, this would need to be an ongoing process so input could be gathered from all board members.

Preliminary goals for 2010 are as follows:

- 1) Wells Street Lot Improvements (patch, seal, restripe).** Murphy noted that they should consider redoing a portion of the storm sewer during this project to resolve the drainage issues that several business owners adjacent to the lot were experiencing. (DDA: July 2010)
- 2) Development and launch of a DDA Website.** (Kristen: ASAP depending on if there is money for the project)
- 3) Development and launch of a Farmers Market.** (Farmers Market Committee: Develop in January 2010, launch in May 2010)

**4) Implement a Façade Grant Program:** (Design Committee: Develop in January 2010, launch in July 2010)

**5) Make our two major events, Downtown Saturday Night and the Holiday Jingle, self sustaining through sponsorships.** (DSN & Holiday Jingle Committees: ASAP)

There was some discussion about other tasks the board wanted to accomplish. Delaney mentioned getting approval to have banners over the streets. Fagin mentioned signage for parking lots and that he had come across a website for a Michigan company that made very attractive signs. He stated that he would find the web address for the board.

**2. Main Street Committees:** There was some general discussion about the Main Street program and the responsibilities of the various committees. Assignments to the various committees went as follows:

**Design Committee:** Gary Fagin (chair), Jan Eldon.

**Organization Committee:** Gary Fagin (chair), Rhonda Bifano.

**Promotions Committee:** Jan Eldon (chair), Susan Stowe.

**Economic Revitalization:** Joe Repanshek (chair)

**Holiday Jingle:** None.

**Downtown Saturday Night/Pumpkinfest:** Kristen Delaney, Gary Childs.

**Farmers Market:** Gary Childs

Delaney noted that members of the committee did not have to be members of the DDA and asked that Board members think about who might be interested in getting involved. Fagin stated that he would be happy to chair two committees and that he was very interested in the Design Committee. He noted that he would like to work with the Historical Society and other community groups to give recognition to business owners who have paid special attention to rehabbing their buildings. He noted that the Lake Street Mercantile was a good example of this. Murphy stated that they might also want to get a banker on the committee, who could give information about low interest loans to property owners. Eldon stated that she would also like to be active on the Design Committee.

Although Repanshek was not present at the meeting, Delaney stated that she thought he would be a good chair for the Economic Revitalization committee. Repanshek was made Chair of the Economic Restructuring Committee, pending his approval.

Bifano stated that she would like to get involved with the Beautification Committee. Childs, who is chair of this committee, stated that he would like to recruit more volunteers. Delaney stated that she would help get the word out.

**New Business:** None.

**Board Comments:** There was some general discussion about the Wells Street Parking Lot. Fagin noted that Superintendent Renwick had snaked the drains and that had still not fixed the problem. Murphy noted that some of the storm sewer there would likely need to be replaced.

Fagin asked if the prison crews would be available in 2010. Murphy stated that from everything he had heard, they would not be available.

Fagin noted that the electrician who did the wiring in the Veteran's Memorial Lot had donated his time to do the work. He stated that another company donated the light fixtures to light the memorial. Fagin noted that he had picked up the cost for the wiring of the Veteran's Memorial Lot and was happy to pay for it, but he wanted to put it before the board to see if he could be reimbursed for the expense.

**Approval to reimburse Gary Fagin for the \$1,900.00 he paid to Macdonald Electric, Inc to have the Veteran's Memorial and the city holiday tree wired for electricity.**

Motion by Eldon, supported by Childs.

To approve the reimbursement of Gary Fagin for the \$1,900.00 he paid to Macdonald Electric, Inc to have the Veteran's Memorial and the city holiday tree wired for electricity.

Fagin noted that he would like to send thank you notes to both Macdonald Electric and the lighting company, and write a testimonial for Sara Theisen Design due to her work on the new DDA logo. Delany stated that she would follow up with him on that.

**Vote:** **Motion Carried Unanimously**

**Adjournment:**

Motion by Bifano, supported by Stowe.

To adjourn meeting at 9:50 a.m.

**Vote:** **Motion Carried Unanimously**

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Gary Fagin, Chairperson

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Kristen Delaney, Recording Secretary