



SOUTH LYON DDA DESIGN COMMITTEE

Rhonda Bifino
Kim Thompson
Randy Clark
Gary Fagin
Gary Childs
Wil Hundley
Don Beagle

CITY OF SOUTH LYON

Kristen Delaney, Main Street Director

MEETING MINUTES – MARCH 24, 2010

PROGRESS ON 3/17/2010 DISCUSSION ITEMS:

1. Discussion regarding the VFW Memorial Stone area improvements:
 - A. City is not able to contribute and money. The VFW will contribute money towards the plant material.
 - B. The improvements will need to be submitted to the full DDA Board.
 - C. Trees will be re-planted on the west side of the lot.
 - D. The grasses along the south side of the lot will be enhanced to provide more efficient accent and screening.
2. The spreadsheet for land owners and tenants was presented for additional information input.
3. Discussion regarding signage for parking lots:
 - A. 4 lot identification signs – 2 @ Wells Street, 1 VFW North and 1 VFW South.
 - B. Directional sign to lots will be determined.
 - C. 4 DDA boundary identification signs, east and west limits on 10 Mile, north and south limits on Pontiac Trail.
 - D. Directional sign to lots from City Alleys, Tenpenny and Providence.
 - E. A work session may be planned for organizing, straightening and cleaning existing signs.
 - F. Color selections will be reviewed at next meeting.
 - G. A map of the DDA will be distributed for signage placement.
4. Spring banners on light poles are in the process of being installed.
5. Discussion regarding Wells Street sealcoating and stripping:
 - A. Work will be performed ½ of the lot at a time so that parking is not totally eliminated at any time.

- B. Impacted business owners will be updated regarding schedule.
6. A representative from Oaks Precast Concrete paver manufacturer will provide technical assistance regarding paver maintenance and enhancement after field review on 3/31/2010.
7. G. Fagin will meet with the David Murphy to develop a list of projects that can be accomplished to help clean up the DDA area.
8. Discussion regarding gazebo(s) maintenance and enhancement:
- A. A worksheet was discussed regarding wood cleaning and sealing, roof shingle repair and landscape improvements was reviewed.
 - B. Using the gazebo improvements as an Eagle Scout project was determined to be worth pursuing.
9. Discussion regarding light pole flower baskets:
- A. The basket flowers need to be purchased and installed.
 - B. Daily watering of flowers requires a DPW part time employee (due to insurance requirements), 4 hours a day, 5 days a week.
 - C. The DDA Beautification Committee purchases and installs the flowers.
10. Discussion regarding maintenance items:
- A. Keep track of all hours required for DDA maintenance efforts in order to build a program that can be used for scheduling and budgeting purposes.
10. Discussion regarding the Jarratt Building Seating area:
- A. A worksheet was discussed regarding the seating and landscape improvements were reviewed.
 - B. Using the Jarratt Building Seating area improvements as an Eagle Scout project was determined to be worth pursuing.
- E. DDA signage ideas were discussed. There is a need for signage at the South Veterans Lot, North Veterans Lot, Wells Street Lot, Street to Lot Directional Signage and a lot entrance sign at the Tenpenny alley.

The next meeting is scheduled for 8:45 am, Wednesday, March 31, 2010 at the Tuscan Coffee House.