

**City of South Lyon  
Downtown Development Authority  
Regular Meeting Minutes  
January 8, 2015**

The meeting was called to order by Chairperson Gerdom at 8:37 a.m.

Roll Call: Holly Gerdom, Chair  
Gene Carroll, Vice Chair  
Bill Jarratt  
Marilyn Smith  
Lynne Ladner, City Manager  
Cheryl Wickham

Absent: Tracy Hill, Treasurer  
Susan Stowe, Secretary

Also Present: Kristen Delaney, City of South Lyon.

*Delaney requested that a Board Member make a motion to add the Farmers Market Manager Contract to today's agenda.*

**MOTION TO APPROVE AGENDA AS AMENDED**

To approve DDA Agenda for January 8, 2015 as amended, to include under "Old Business, Item C., ii. Farmers Market Manager Contract".

Motion by Wickham, supported by Carroll.

To approve the Agenda as presented for December 11, 2014.

**VOTE** **MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES AS PRESENTED**

Motion by Wickham, supported by Ladner.

To approve the Minutes as amended for December 11, 2014.

**VOTE** **MOTION CARRIED UNANIMOUSLY**

**COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None.

**NEW BUSINESS**

Jarratt arrived at 8:43 a.m.

- 1) **Prioritizing Downtown Projects/Potential Eagle Scout Projects:** Gerdorn noted that Scott Black would have a plan for the Whipple Street Parking Lot by the next meeting.

There was a discussion about the cost and placement of over-the-road banners. There was further discussion about what groups would be able to utilize the banner poles and the need for a policy to dictate what types of groups and events would be able to participate.

- 2) **DDA Board Vacancy:** No updates at this time.
- 3) **DDA By-Laws:** Gerdorn stated that it seemed like the board needed more time to review the by-laws. She stated that they would address this agenda item at the February meeting.

## **OLD BUSINESS**

### **1) Committee Updates:**

#### **a. Marketing & Promotions None.**

- i. **Other 2015 Events – i.e. Blues, Brews & Brats, Ladies Night Out 2015:** The Board selected a tentative date of Thursday, April 30<sup>th</sup> for the first Ladies Night Out of 2015. Wickham stated that this would be a good date because it was before Mothers Day, and noted that they should start advertising about 8 weeks before the event.

#### **b. Farmers Market:**

- i. **Farmer Market Manager Contract:** Delaney reviewed the copy of the contract provided in the packet and asked for feedback from the board.

- c. **SAFETEA-LU Earmark Update:** Ladner gave a status update on SAFETEA-LU. She stated that the City will meet with the Road Commission this month so better understand the parameters of exactly how the earmarked money can be spent.

## **TABLED ITEMS**

1. **Dumpster Enclosure Quotes:** Ladner gave an update on the steps taken to address the issues with garbage overflowing the dumpster in the Wells Street Parking Lot. She stated that she had worked with Bob Martin and Tom Lyon to determine who was dumping excess garbage and to arrange for that business owner to get an additional weekly garbage pick up.

## **BOARD MEMBER COMMENTS**

None.

## **ADJOURNMENT**

**Motion by Wickham, supported by Carroll.**

**To adjourn the January 8, 2015 board meeting at 9:40 a.m.**

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

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Holly Gerdom, Chairperson

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Kristen Delaney, Recording Secretary

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