

**City of South Lyon  
Downtown Development Authority  
Regular Meeting Minutes  
March 8, 2012**

The meeting was called to order by Chairperson Fagin at 8:33 a.m.

Roll Call: Rhonda Bifano  
Gary Childs  
Gary Fagin  
Holly Gerdom  
Dave Grimes  
Mary Poole  
Susan Stowe  
David Murphy  
(1) Vacancy

Absent: None

Also Present: Kristen Delaney, City of South Lyon  
Amy Allen, South Lyon Recreation Authority  
Jim Lechich, South Lyon VFW  
Marilyn Smith, South Lyon Resale Shoppe  
Pat Durston

**APPROVAL OF ADD “VFW FLAG HOLDER SPONSORSHIP” TO AGENDA AS NEW BUSINESS, ITEM 3**

**Motion by Fagin, supported by Gerdom.**

**To approve request to add “VFW Flag Holder Sponsorship” to the March 8, 2012 agenda.**

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

**MOTION TO APPROVE AGENDA AS AMENDED**

**Motion by Bifano, supported by Stowe.**

**To approve the Agenda as amended for March 8, 2012.**

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES**

**Motion by Bifano, supported by Childs.**

**To approve the Minutes for February 9, 2012.**

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

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

Allen introduced herself and gave an overview of the RecFest taking place on July 28<sup>th</sup>.

**NEW BUSINESS**

**1) DDA Board Vacancy**

There was a discussion about the two applications that had been submitted for the vacant seat. The board agreed that both applications were extremely qualified. Bill Jarratt has a long history with downtown and had previously served on the DDA board. Will Hundley is currently very involved in the DDA serving on the Farmers Market Committee and the Design Committee.

After a discussion the majority of the board recommended Jarratt for the vacant position. The board noted that they would like Jarratt to attend the April meeting before Murphy makes the appointment official. Several board members noted that they would like Hundley to be on the board when the next vacancy comes up.

**MOTION TO RECOMMEND BILL JARRATT TO FILL VACANCY ON DDA BOARD**

**Motion by Childs, supported by Fagin.**

**To approve the recommendation of Bill Jarratt to fill the vacancy on the DDA board.**

**VOTE**

**(8) IN FAVOR, (1) OPPOSED**

**MOTION APPROVED**

**2) Lake Street Cruise-In Sponsorship Request**

Poole gave an overview of the event that she is planning. It will happen five times during the summer, on Wednesdays from 6:30 – 9:30 pm. She has several sponsors on board and the money will go to pay for insurance, advertisements, a dj and awards. Poole said that she also plans to approach the Chamber for sponsorship. She estimated that the total cost for all five events will be approximately \$4,000.

**MOTION TO HAVE THE DDA PURCHASE A \$500 LAKE STREET CRUISE-IN SPONSORSHIP**

Motion by Fagin, supported by Bifano.

To approve the DDA's purchase of a \$500 sponsorship for the Lake Street Cruise-In.

**VOTE**

**(8) IN FAVOR, (1) ABSTAINED**

**MOTION APPROVED**

**3) VFW Flag Holder Sponsorship**

Lechich presented the board with information on sponsorship for the downtown flags and flag holders. The new holders/brackets will eliminate the need for conduit and duct tape. They will also spin so the flags will not require untangling. The new brackets should be up on all 74 light poles before Memorial Day.

**MOTION TO HAVE THE DDA PURCHASE A \$250 VFW FLAG SPONSORSHIP**

Motion by Murphy, supported by Grimes.

To approve the DDA's purchase of a \$250 sponsorship for the VFW flags and flag holders.

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

**OLD BUSINESS**

**1) Budget/ Financial Report**

Bifano gave a brief overview of a financial report.

**2) 2012 Events**

Delaney gave an update on the progress of the BBB event. She will bring a detailed cost estimate to the board when the Chamber of Commerce receives it.

**3) Committee Updates**

**a) Design**

Fagin gave a brief update on this committee. He noted that Marc Russell, a landscape architect who works with LSL Planning will be in attendance at the April meeting to discuss potential projects.

**b) Marketing and Promotions**

Stowe discussed the possibility of doing a Cinco de Mayo event. She would like to have a meeting on Wednesday, March 21<sup>st</sup> at noon at the Lake Street Tavern.

**c) Farmers Market**

Delaney gave a brief overview of the planning process for the 2012 market.

**4) Midwest Sculpture Initiative**

There was a discussion about the MSI. Murphy and Fagin stated that they thought the board should delay the project by one year. There are too many projects going on right now and the timing is not right. After some discussion, the general consensus was to delay the exhibition until next year. Delaney will contact the MSI to notify them.

**5) Downtown Parking**

Delaney noted that the letter from the board had been sent. There was a general discussion about downtown parking, in particular, the Post Office's use of on-street parking.

**5) Beautification**

Durston gave an overview of her history with the Beautification Committee. There was a discussion about the beautification budget. Murphy noted that he needed to find out who was on the committee. Durston noted that she and some of her friends may be interested in helping out again, but they wanted to assist with planning and ordering, not doing physical labor.

**TABLED ITEMS**

None

**BOARD MEMBER COMMENTS**

None

**ADJOURNMENT**

**Motion by Stowe supported by Gerdom.**

**To adjourn the March 8, 2012 DDA board meeting at 10:12 a.m.**

**VOTE**

**MOTION CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Gary Fagin, Chairperson

\_\_\_\_\_  
Kristen Delaney, Recording Secretary