



MEETING MINUTES – JULY 12, 2018

- I. **Call to Order:** 8:04 am
- II. **Approval of Agenda.** Motion to approve agenda made by Abe, supported by Anne. Motion passed unanimously.
- III. **Roll Call:** Abe Ayoub, Anne Buchtrup, Marsha Calus, Mark Childs, Jennifer Dunigan. Also present, Tim Davids, Bob Donohue, Joe Burchill, Jeff Heinanen. Absent: Chief Lloyd Collins, Gene Carroll, Dereck Mashburn.
- IV. **Approval of Minutes from June 14, 2018.** Marsha pointed out that KB Sports should be KV sports. Motion to approve minutes as corrected made by Marsha, supported by Abe. Motion passed unanimously.
- V. **Citizens Comments:** None.
- VI. **New Business:**
 - A. Farmers Market Manager Report. Market Manager, Tim Davids, reported that he created a flyer that he will be posting requesting volunteers to help with the Farmers Market. Kids Day was a success – all market spaces were full. One local business was the victim of fraud. Someone collected approximately \$40-60 from the business claiming they were representing the Farmers Market. Tim directed the person to the Police Department. Next event will be Tractors on the Town July 21. Bader & Sons will participate.
 1. Vendor attendance has been the same, but visitors are up. Tim is looking to bring in one more produce vendor.
 - B. DDA – Economic Development Activity Update. Economic Development and DDA Director, Bob Donohue, reported that Providence Medical Center may be moving within the next 6–12 months. DDA is looking to get a restaurant in that location. Bob and the City Attorney met with the owner of the house on Detroit street. There are two buyers currently interested in this property. The vacant lot at the corner of Wells and Detroit Street is owned by Providence Medical Center. An antique shop is currently negotiating with the quilt shop owners. It is

reported that Gary Fagen is willing to lease the paint shop to a retailer. State Farm agent, Brian Olender, says his space is also available for lease. First and/or second floor. There is one city liquor license remaining. The Corner Caffe has applied. An offer has been made to purchase the Draft Street building. Environmental data is currently being reviewed. Cornices and windows are done on three buildings on E. Lake Street. Victorian paint themes are being looked at. Exterior renovations at Venue and Exquisite Kitchens are progressing and the entire job may be done in approximately four weeks. Bob would like the DDA to sponsor a recognition night possibly in November. Annie wants to know how we can get more owners to put out flowers and spruce up their entrances. We need a design committee. Dereck needs to cancel his Facebook site so The Corner Caffe can get the attention. Marsha has admin rights on Ladies Night 2017, she will update for 2018. Buyers are interested in the Art Craft building (private appraisal value \$90,000) and the RCA building (private appraisal value \$120,000). The offers have been rejected by the owners so the City Manager may have to take them to court as soon as possible. No activity yet on Mo's Garage. The film company needs to be contacted for prices, timing and deadlines regarding the businesses and DDA videos. January-February is a much better target date for maximum participation.

VII. Old Business:

- A. Discussion of the bylaws changes as suggested by Bob Donohue. Motion by Abe to approve suggested changes to sections 3A, 3D, 3H, 4H as suggested by Bob Donohue. Supported by Marsha. Motion passed unanimously.
- B. Jeff Heinanen attended the meeting and spoke briefly about his business and his desire to see the City of South Lyon succeed. He would like to join the DDA Board and help promote the city. Annie made a motion to recommend and approve Jeff Heinanen for the vacant board position. Supported by Abe. Motion passed unanimously.
- C. Crosswalk signs have been approved by Chief Collins. The DPW will place the order this week. Painted rectangles instead of stripes at crosswalks will be taken care of by the County next year. Whipple Street will be done in the next few weeks. Chief favors a 3D paint scheme and the DPW will handle the painting.
- D. Banner pole hardware has been ordered. This hardware is the same the Village of Milford has. Installation possibly in August.
- E. Downtown and City-wide events calendar.
- F. Brotoberfest has been approved by City Council for October 20. E. Lake Street will be closed for the beer tent. The VFW will apply for the liquor license. Police and fire are supporting this event. The billboard in town has been purchased for

six weeks at a cost of \$2100. Marsha made a motion to approve the \$2100 cost of the billboard subject to clarification of whether it will be one or two posters. Supported by Annie. Motion passed unanimously.

- G. Kids Trick or Treat is scheduled for October 25.
 - H. Ladies Night is scheduled for November 16. Marsha has no updates at this time.
 - I. Cool Yule is scheduled for December 1. Mike Horlacker is chairing the event, but Kathy Swan is in charge of the parade. There will be music, food, and crafts in the Farmers Market and Veteran's Parking lots.
 - J. SW Corner of Lake and Lafayette Streets. Superb Fabricating has submitted an estimated cost of \$14,390 for the proposed fence on this corner. We are waiting for the design so we can submit it to the Road Commission of Oakland County. Abe would like to see us get another quote for this item. Money for this project would have to come from DDA cash reserve. Additional quotes will be requested from South Lyon Fence, DeBord Fence, and/or others.
- VIII. Other Items:** The County has changed the parking configuration on E. Lake Street, east of Wells Street, and there is no longer parking allowed in front of the church or Jennifer's house. This was changed because of traffic capacity in the area which required the left turn lane to be extended to the east.
- IX. Board Member Comments:** Mark wants to know if we are really considering spending \$14,000 for this fence. Mark and Abe were surprised by the price. Last time this was discussed, there was more emphasis on plantings such as arbor vitae and flowers with decorative fence on W. Lake only. Bob noted that the fence will be more effective and visually more appealing, in his opinion. Plus, Bob spoke with a landscape architect who recommended against planting arbor vitae on the S. Lafayette Street frontage. Thus, the decorative screening fence would be approximately 24 feet on S. Lafayette and 30 feet on W. Lake Street. Following more discussion, the board generally agreed and asked for the item to be placed on the August DDA Board Meeting Agenda with other bids and a detailed drawing. Bob reported that Bill Jarrett has said he is interested in renting his space.
- X. Motion to adjourn:** Abe made a motion to adjourn. Supported by Mark. Meeting adjourned 9:33 am.