

**City of South Lyon  
Downtown Development Authority Meeting  
June 10, 2010**

The meeting was called to order at 8:34 a.m.

**Present:** Rhonda Bifano, Susan Stowe, Gary Childs, Gary Fagin, Joe Repanshek, Holly Gerdom and City Manager David Murphy.

**Absent:** Dave Grimes (excused), Jan Eldon (unexcused).

**Also present:** Kristen Delaney, Director of Community and Economic Development for the City of South Lyon, Diane Roest of Diane's Dollhouse, and RoseAna Twitchell, Market Master of the South Lyon Farmers Market.

**Approval of Minutes:**

Motion by Childs, supported by Gerdom.

To approve the Minutes for May 13, 2010.

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

**Approval of Agenda:**

Motion by Childs, supported by Bifano.

To approve the Agenda for June 10, 2010.

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

**Public Comment:** The board thanked Roest and Twitchell for attending the meeting.

**Old Business:**

1. **Budget:** Murphy noted that he had made some amendments based on conversations from the last meeting. Fagin asked if there were any questions. Bifano noted that in July she should do a modified version and incorporate that in the packet. Fagin thanked Bifano for her help.

Stowe said that she had questions about money from Downtown Saturday Night and what money from that event was going to come back to the DDA. The group agreed to discuss this under "Committee Updates" for the Marketing and Promotions Committee.

2. **Committee Updates:**

- a. **Design Committee:** Fagin noted that parking lots signs should be installed the next day. Seal coating and striping would be done as soon as the weather conditions were right. Fagin stated that he would meet with Midwest Asphalt to coordinate everything. There was discussion about the dead trees in the Wells Street Lot. Murphy noted that he would ask Superintendent Renwick to get them removed.

**b. Marketing & Promotions:**

i. **Ladies Night Out:** Stowe gave an update of the upcoming event. The committee is also discussing doing some events like sidewalks sales that would be coordinated with the farmers market.

c. **Farmers Market:** Twitchell thanked the board for their support of the farmers market and stated that it was going very well. She and the farmers market committee were very happy with the attendance and the number of vendors and are working to continue to grow the market.

d. **Holiday Jingle:** Delaney gave an update on the status of the event. There was discussion about incorporating Bill Jarratt's lot into the event. Repanshek stated that in past years the reindeer had been located here and it was a center of activity.

3. **Work Plans:** Delaney asked each committee to bring a work plan to the next meeting that listed what projects they wanted to accomplish and an estimate of the cost for each project.

**New Business:**

1. **Purchasing a Tent and Porta Potties:** Murphy gave an overview of the issue. He noted that if we purchased porta potties we would still need to contract with a company to clean them. There was some discussion about a tent, and who would put it up if they were to purchase one.

**Board Comments:** Fagin asked about the website. Delaney noted that she had sent Saline a couple of emails asking who had designed theirs, but had not heard back.

There was a discussion about purchasing planters for the downtown.

Delaney stated that she had been approached by someone from the Detroit Institute of Arts who was interested in doing an art installation downtown.

Repanshek spoke about the fiberglass animals that several downtowns have decorated and put up around time. They were sponsored by area businesses and auctioned off afterwards.

There was a discussion about pedestrian issues, as they related to the farmers market. Stowe stated that Milford and Brighton had signs that made it clear to watch for pedestrians, she didn't understand why South Lyon couldn't have them as well. Murphy noted that there were issues with the road commission.

**Adjournment:**

Motion by Childs, supported by Bifano.

To adjourn meeting at 9:45 a.m.

**Vote:**

**Motion Carried Unanimously**

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Gary Fagin, Chairperson

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Kristen Delaney, Recording Secretary

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