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To: DDA Board of Directors
From: Austin Colson, Director – Community & Economic Development/DDA Director
Date: April 16, 2026
RE: DDA Board Officer Elections

Background

In accordance with the City of Lathrup Village Downtown Development Authority Bylaws, the Board is required to elect its officers at its first meeting in April of even-numbered years.

The officers of the Board include the following positions:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer

These positions are essential for the governance and operation of the DDA, with responsibilities including presiding over meetings, supporting Board functions, executing documents, and overseeing financial reporting and accountability.

Term of Office

Officers are elected by the Board for a two (2) year term and shall serve until their successors are elected and assume office.

Election Process

The Board may nominate and elect officers from among its members (with the exception that the Treasurer is not required to be a member of the Board). Elections are typically conducted by motion and majority vote of the Board members present.

Action Requested

The DDA Board is requested to nominate and elect officers for the upcoming term in accordance with the DDA Bylaws.

Suggested Motion:

“I move to nominate and elect the following individuals to serve as officers of the Downtown Development Authority Board for a two-year term: [Chairperson], [Vice Chairperson], [Secretary], and [Treasurer].”