



Downtown Development Authority

Friday, November 15, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

MINUTES

1. Call to Order

Meeting called to order at 12:00pm

2. Roll Call

Present: Mike Greene, Danielle Huey, Bruce Kanor, Pam Shermeyer, Dan Suggs

Absent: Patricia Felton, Charlotte Jones, Fred Prime

A motion was made by Mike Greene to approve absences. Motion approved unanimously.

3. Approval of Agenda

Motion was made by Mike Greene to approve the meeting agenda for November 15, 2024, DDA meeting. Motion approved unanimously.

4. Approval of Minutes

A. September 2024 - DDA Board Minutes

Motion to approve minutes from September 2024 DDA Board meeting made by Pam Shermeyer.

5. Consent Agenda

A. Monthly Financial Reports

B. Monthly Code Enforcement Report

Motion made by Dan Suggs to approve and accept the Consent Agenda. Motion approved unanimously.

6. Public Comment (*speakers are limited to 3 minutes*)

None

7. Old Business

A. 27907 California Dr. - Lot Development RFQ

DDA Director asked the Board to review a draft Request for Qualification (RFQ) to request proposals to develop a vacant lot located at 27907 California Drive that is under DDA ownership. DDA Board members inquired regarding the review process of proposals and how it would affect a development agreement.

Motion made by Bruce Cander to approve RFQ. Motion approved unanimously.

B. Holiday Lighting Contract

Due to lack of quorum during September and October DDA Board meetings a vote could not be held to approve a contract for the installation of holiday lighting around City Hall grounds.

On account of the time sensitivity required for approving a contract City Council reviewed proposals received and approved a contract for holiday lighting installation during their October 21st meeting. DDA Board agreed to reimburse the city for the cost of the contract. The cost for holiday lighting was planned for when the DDA's FY25 budget was developed.

Motion made by Dan Suggs to approve reimbursement for holiday lighting contract cost of \$10,600 to the city. Motion approved unanimously.

8. New Business

None

9. DDA Director Report

A. Monthly Report

10. Public Comment (*speakers are limited to 3 minutes*)

The owner of 44 Burrito inquired about monument signage and feather signs in the city's Mixed-Use (MX) district, also requested clarity on a Patio Permit she applied for previously. DDA Director agreed to set up a meeting to discuss her concerns and provide the clarity she requested.

11. Adjourn – 12:26pm

Motion to adjourn made by Bruce Kanor. Motion approved unanimously.