



Downtown Development Authority Minutes

Friday, April 21, 2023 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order

12:05 p.m. by Chair Bryan Ford

Present: Kelly Garrett (arrived at 12:09 pm), Charlotte Jones, Bobbi Lovins, Susan Montenegro, Pam Shermeyer, Bryan Ford, Dan Sugg

Absent: Fred Prime

Staff: Susie Stec, Brittany Dorsey

Motion to excuse Prime by Ford, seconded by Lovins. All in favor.

2. Approval of Agenda

Motion to approve the agenda by Ford, seconded by Bobbi. All in favor.

3. Approval of Minutes

Motion to approve the DDA Minutes from March 2023 by Ford, seconded by Sugg. All in favor.

4. Financial Review

Bratschi will give an overview of the Financial Reports in May DDA meeting.

Motion to receive & file the March 2023 Financial Reports by Sugg, seconded by Lovins. All in favor.

5. Committee Reports

Dorsey reported on the Promotion and Economic Vitality Committees upcoming events and flyer/signage posting. Lathrup will explore a solar option for lighting. Working to engage local business owners to be involved in upcoming DDA events. The Info meeting will include business literature and incentives to increase business involvement.

6. Other Business

- A. April 2023 - CED Report: Stec reported that a new event planning business is interested in opening in Lathrup Village. The company may be operational in June 2023. Stec reported that the BP project is almost complete. City infrastructure began April 17th. Dorsey provided a list of upcoming DDA-sponsored events scheduled for April, May, and June.

Infrastructure projects will continue through the summer.

Stec provided updates on new commercial properties and alleyway infrastructure for 2024.

Stec discussed repairs and maintenance costs.

B. March 2023 Code Enforcement Report: Bill has communicated with businesses and residents about expectations. Several residents and businesses received warnings about maintenance, alleyways, and trash pickup.

7. Old Business

None.

8. New Business

A. FY 23/24 DDA Budget (draft) discussion: Stec went over draft budget. Board directed staff to provide information on number of miles/week for proposed DDA/Code Enforcement vehicle, and what other activities it may be used for. Also discussed proposed upgrade to Municipal Park play structure; board wants additional information.

9. Public Comment (speakers are limited to 3 minutes)

None.

10. Adjourn at 1:27 pm

Motion to adjourn by Lovins, seconded by Sugg. All in favor.