

Downtown Development Authority Special Meeting
23, 2026

Wednesday, September

Meeting Minutes

6:06 PM: Call to Order.

Roll Call

Pamela Shermeyer	Present
Charlotte Jones	Present
Tracey Williams	Present
Kelly Garrett	Present
Alex Green IV	Present
Patricia Felton	Absent (Ex.)
Mike Greene	Absent (Ex.)
Lisa Burr	Absent (Ex.)
Jeff Fitzyk	Absent (Ex.)

Charlotte Jones makes a motion to excuse the absences of Jeff Fitzyk, Lisa Burr, Mike Greene and Dr. Felton. Tracey Williams seconds. The motion passes unanimously.

6:08 PM: Approval of Agenda

Prior to approval of the minutes, DDA Project Coordinator Tom Kennedy notes that LVPD requested the Flock Camera Lease Renewal and Presentation by Flock Representative be tabled, due to scheduling conflicts. The Board agrees and will table the item when they get to it.

Tracey Williams makes a motion to approve the agenda with the changes stated. Charlotte Jones seconds. The motion passes unanimously.

6:07 PM: Approval of Minutes

Tracey Williams makes a motion to approve the July 2026 meeting minutes. Charlotte Jones seconds. The motion passes unanimously.

6:09 PM: Consent Agenda

Kelly Garrett makes a motion to approve the Consent Agenda. Tracey Williams seconds. The motion passes unanimously.

6:09 PM: Public Comment

Johnathan Terra speaks to the Flock Camera Lease Renewal and notes there has been a lot of abuse nationwide, however is confident with Lathrup PD and their guardrails. He cites a news article that quotes hackers who hacked into the FBI, and notes how it's possible to happen to Flock, so he asks how they handle their cybersecurity and how the information they gather is stored.

John Sousanis is glad that the Flock Camera discussion has been put off. He wants the City Council to discuss it with the public at their meeting, because the public goes to City Council more than DDA Meetings.

Juan with Lucent Landscaping speaks about the Holiday Lighting contracts, and thanks the board for the opportunity to do the lights again around City Hall. He loves working with City Staff and is excited to do it again.

6:16 PM: Old Business

Lauren Beras speaks to the Board about the success of this year's Music Festival. Vendor and Guest attendance were up, with over 50 vendors and over 3,000 guests throughout the course of the day. Notably, where everything else grew exponentially, the bar saw only a slight increase in sales compared to last year. 57 volunteers throughout the day, 11 uniformed security, 3 ground maintenance and 25 sponsors keeping the festival free.

Lauren notes that parking this year became a problem due to the influx of guests. This was a problem the planning team foresaw but wanted to play out to test conditions, and see if their model would work. The model did work, but Lauren identifies the challenge of parking in 2027, if the festival continues to grow the way it has. She is open to suggestions

The LVMF found smarter and cheaper ways to promote the event, spending only \$300 on promotion.

Looking forward to 2027- the next year's festival has money available that were not spent this year. With the DDA's support, there should be around \$23,500 available.

After the presentation, Pam Shermeyer asks if the festival grows again, is there enough space to accommodate everyone. Lauren says yes, she believes it is possible. DDA Director Janet Bloom put it a request for PlacerAI data from Main Street Oakland County to compare this year to last year.

6:27 PM: New Business

Flock Camera Lease Renewal-Presentation by Flock Representatives:

Kelly Garrett makes a motion to table the Flock Camera Lease Renewal. Tracey Williams seconds. The motion passes unanimously.

Holiday Lights – Request for Quotes: Janet Bloom presents the RFQ to the board. Staff has provided a spreadsheet with the Memo- proposals are listed in order of when they were turned in. There are 12 proposals being presented for consideration, some are overbudget yet are still being presented out of fairness. The annual budget is \$10,000/year, meaning a contract term budget of \$30,000.

Lucent Landscaping came through with everything required in the RFQ along with all enhancements, all provided under budget at \$28,500. A lengthy discussion is had and the Board comes to a few points: Some like the concept of the pavilion in the park and the gazebo being lit by the project, while it is not a huge selling point for others. The consensus is on which proposal gives the best use of the money spent. It is determined that Lucent Landscape (\$28,500/Contract Term), SBC Outdoor Lighting (\$23,560.50/Contract Term), and the Lighting Authority (\$27,384/Contract Term) as the top 3 contenders.

Tracey Williams notes that SBC Outdoor is an Ohio-based company and it is a bad look for a city to pick an out of state vendor for a project like this, regardless of the price. The Lighting Authority's price only is for the basic amenities, and any additional enhancements pushes the total price to \$38,844/Contract Term. Lucent Landscape, being the incumbent, has a reputation with city staff and the DDA Board already, and Juan is allowed to speak again, clarifying some points that were brought up during the meeting and how he will work with staff to ensure more variety of lights around city hall, instead of doing the same colors year after year.

After discussion, Kelly Garrett makes a motion to accept Lucent Landscape and Lighting's proposal at \$28,500/Contract Term. Tracey Williams seconds. The motion passes unanimously.

6:57 PM DDA Director Report

Janet Bloom presents – DDA staff have been meeting with business and property owners for the Recast program as well as having a one-on-one meeting with Ilana Preuss of the Recast Program talking about the cities Action Plan. We will be circling back with attendees of the Southfield Chamber of Commerce event and getting information from property owners in the city.

Master Plan: Giffels Webster will be providing an update on the Master Plan at the September Planning Commission meeting.

Property Updates: Bro's Eatery - 28851 Southfield Road – Received Certificate of Occupancy.

Havana Tacos is now open.

Available lease location: 28801 Southfield Road #300, Lathrup Village, MI 48076. Was formerly the Bellviso Global Aesthetics.

Special Land Use Application: 28939 Southfield Road, Lathrup Village, MI 48076 (Exxon Gas Station) was reviewed by Planning Commission on August 18. The application was to add a liquor license for the establishment. Their recommendation was to not approve the SLU due to "lack of demonstration of need". The recommendation forwards to the City Council for their meeting on September 21.

27300 Southfield Road – Due to lack of movement by property owner to install a barrier wall in alley area that was required from the site plan, the owner has been given 33 days as of 9/15/2026 to comply or risk legal action.

RFQ/RFP: The RFQ for the DDA Owner Parcel Development is due October 6 at 2pm. The RFQ's for Snow Removal and 11 Mile Road Maintenance are due back October 12 at noon. These three RFQ responses will be prepared for the October DDA Board meeting.

Placemaking and Public Spaces (ARPA): The City Council at a special meeting on August 31, approved the funding for the Municipal Park

playground project. ARPA Q1 and Q2 reports were completed and submitted to MSOC.

Tree Committee: Staff submitted a Michigan DNR DTE Energy Tree Planting grant on September 14 on behalf of the Tree Committee. This grant is for \$4,000, requiring a \$4,000 match. The match accepts volunteer hours attributed to the project, which was calculated for tree installation over two event days. Five trees in each of the eight species requested would supply Lathrup Village 40 additional trees in and around our parks. If awarded, two dates for planting the 7-gallon container trees would be scheduled in Spring and Fall and a call for volunteers would be made.

7:15 PM Public Comment

John Sousanis asks the DDA Board to invest more into the public parks, specifically municipal park. Municipal Park is in the DDA District, and the DDA Board has an obligation to help with its upkeep. He adds that the Communication Committee sent out a survey to all residents and businesses in the city limits, and they will share any and all data collected by this survey to all boards and commissions.

7:17 PM Board Member Comments

Alex Green asks about the SLU and for context. Janet Bloom explains that the applicant was denied due to not demonstrating a “need”. Mayor Pro Tem Garrett provides additional context about how the gas station is known to City Council for not playing by the rules in the past (selling liquor without a license), citing a 2012/2013 issue that led to a “show cause” hearing in front of City Council, where they attempted to circumvent the issue with a late Special Land Use application.

1:20 PM: Adjournment

Kelly Garrett makes a motion to adjourn. Charlotte Jones seconds. Motion passes unanimously. Meeting adjourned.