

**Meeting Minutes**

**12:10 PM: Call to Order.**

**Roll**

**Call**

**Present:** Shermeyer, Pam; Kantor, Bruce; Huey, Danielle; Green, Alex; Greene, Mike; Colson, Austin.

**Absent:** Prime, Fred; Felton, Patricia; Jones, Charlotte; Sugg, Dan.

Bruce Kantor makes a motion to excuse the absences under the condition that they notified DDA Director Austin Colson that they would be absent. Upon ensuring that he was contacted, Mike Greene supports the motion and the absences are excused unanimously.

**12:11 PM:** Motion to approve the Agenda is made by Mike Greene and seconded by Bruce Kantor and is approved unanimously.

Motion to approve the meeting minutes is made by Bruce Kantor, supported by Mike Greene and is approved unanimously.

**12:12 PM: Consent Agenda**

Motion to approve consent agenda by Bruce Kantor, seconded by Mike Greene and approved unanimously. No questions or comments made on the consent agenda.

**12:12 PM: Public Comment**

No public comments.

**12:12 PM: Old Business**

Monthly Board Meeting Time discussion that was tabled in May is brought back to the forefront. DDA Director Austin Colson informs the board of the discussion from the June Special Meeting; DDA Board Members discussed their approval of a time change to the third Thursday of every month at 4:00 PM. The members present had determined that this change fit best with their schedules. The intention in today's meeting was to vote on this change.

However, Board Members Alex Green and Danielle Huey both announce that this time change does not work for them. However, 4:30 or 5:00 on either Thursday or Friday do work for them.

A brief discussion is had regarding variations and it is determined that another survey should be crafted and disseminated for the board to fill out. DDA Intern Kennedy will have one prepared for the next meeting and the item is tabled.

#### **12:16 PM: New Business**

Lathrup Village Music Festival Director Lauren Beras presents the monthly update to the DDA Board on the progress of the LVMF. The Music Festival has gone to print promotional materials and is no longer taking donations for this year's festival. However, they will accept for next year's festival, and will try to secure funding from sources so they are not chasing funding next year.

Lauren and DDA Director Colson will also be reaching out to the local Lowe's, hoping for an in-kind donation for fencing around the Family Fun Zone. The LVMF also has their promotional materials in the form of signs, posters and fliers, the latter of which will be mailed once available. The vendors spaces are being designed and Vendors are sending in their payments; there are approximately 14 vendors for this years' event. There are 11 sponsors who will have booths at the event as well.

Lauren highlights the newest business in the city, Mara Greens, and their involvement at the event as a vendor and sponsor. Filming has begun for promotional videos and commercials for the event, including sponsor and local business highlights.

And regarding the family fun area, we have secured the space for the full day; there will need to be volunteers watching at all times to ensure safety. There are currently 33 volunteers- 5 new and 28 returning- but there is a callout for at least two more volunteers for the event, specifically for the family fun area. There are volunteer events to clean up the park the day before and after the event. If anyone wants to volunteer, they can email Lauren directly at [lvmfest@gmail.com](mailto:lvmfest@gmail.com).

Lauren does present two matters for the board to vote on. The final two invoices for approval: Robert Jensen and Niel Severs for stage, sound and tech. Niel worked with the LVMF last year to provide the stage, and Robert

Jensen is providing the sound equipment and other tech needed for the event. The package for tech is \$5,700- there has been no increase in price due to inflation though there has been an increase in the service being provided.

DDA Director Colson presents the two motions to vote on: First, the backline from NV Rentals and then the stage from Robert Jensen. City Administrator Greene makes motion to approve the stage equipment provided by NV Rentals for cost not to exceed \$1,525; Alex Green supports- the motion is passed unanimously. Bruce Kantor makes a motion to approve the rental of the stage provided by Robert Jensen for the cost not exceeding \$5,700; City Administrator Greene supports- the motion is passed unanimously.

**12:32 PM: DDA Director Report**

DDA Director Colson updates the Board on upcoming Tri-City events: The Southfield Area Chamber of Commerce is hosting an Economic Vitality breakfast- an annual event- on August 6<sup>th</sup> from 9:00 - 10:30 AM at the Plum Hollow Country Club.

There is a Networking Luncheon and Public Art Exploration event being put on by the Southfield DDA at the Southfield Municipal Complex, walking around the public art structures placed in the same area.

Oakland Thrive is hosting a “Developing a Business Plan” on August 19<sup>th</sup> from 10:00 AM to 12:00 PM at Lathrup Village City Hall.

The Lathrup Village Music Festival will be September 13<sup>th</sup> from 12:00 PM - 9:00 PM.

The Tri-City Partnership is hosting a seminar to boost holiday sales. The event is located in Oak Park this year on September 17<sup>th</sup> from 8:30 AM – 10:30 AM. A precise location is still being determined but will be publicized once a location has been determined.

Updates regarding businesses throughout the DDA District:

26600 Southfield Road- the Flagship Store for Holbrook Auto Parts is nearly complete. The entire plaza has been combined from 6 units into one, the exterior renovations are nearly complete and the interior buildout is well underway.

27310 Southfield Road- Lush Nails has acquired their wall sign and has completed the interior buildout.

27320 Southfield Road- Modern Suits and Clothing has acquired and installed their wall sign.

27330 Southfield Road- The Vapor Shoppe has begun their interior buildout.

28309 Southfield Road- Mara Greens has their simulators operational after months of inactivity due to tariffs. DDA Director Colson and the Code Enforcement officer did an inspection at the start of the month and can report that the business is nearing ready to be open to the public. Mara Greens will be present at the festival with two putting booths- anyone who sinks their putt will win time in the booths. Otherwise, participants will win their ball by just participating.

#### Infrastructure:

Concrete work around the two High-Intensity Activated Cross-Walk HAWK signals is complete and the signals are ready to be used by the public. A third cross walk system will be installed later this year south of I-696.

The multi-year alleyway paving project for FY25-26 is completed.

The resurfacing of Southfield Road Overpass at 11 Mile is completed.

#### Other Information:

During the August 19<sup>th</sup> meeting, the DDA Board needs to elect a vice-chair, a treasurer and a secretary. The only position of these that *technically* matter is the vice-chair, but all must be elected by the board per the DDA Bylaws. The secretary position would take notes for meeting minutes that will be completed by DDA Intern Kennedy, while the treasurer will follow up with the city treasurer department, since they handle finances for the DDA as a whole.

Additionally, the city is looking into reducing the strictness of the parking standards. It has been determined that the current parking standards limit new and redevelopment in the city. A brief discussion is had regarding the Southfield Boulevard Project and how a relaxed parking ordinance will be affect (or affect) the project.

#### **12:50 PM: Adjournment**

Pam Shermeyer makes a motion to adjourn the meeting. Bruce Kantor seconds. Motion passes unanimously. Meeting adjourned.