



Downtown Development Authority Minutes

Friday, June 16, 2023 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order

12:06 pm by Secretary Shermeyer

Present: Charlotte Jones, Bobbi Lovins, Sue Montenegro, Fred Prime (arrived 12:11 pm), Pam Shermeyer, Dan Sugg

Absent: Bryan Ford, Kelly Garrett

Staff: Pam Bratschi, Brittany Dorsey, Susie Stec

Motion to excuse Ford & Garrett by Sugg, seconded by Lovins. All in favor.

2. Approval of Agenda

Motion to approve the agenda by Montenegro, seconded by Lovins. All in favor.

3. Approval of Minutes

Motion to approve the 2023 05 19 DDA Board of Directors minutes by Sugg, seconded by Montenegro. All in favor.

4. Financial Review

Bratschi went over reports and noted that revenues are significantly more than what was budgeted. Bratschi stated that she would be looking into the Employee Taxes & Benefits. She informed the board about the tax appeal by Michigan First Credit Union, and explained that request will go directly to the Michigan Tax Commission.

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

5. Committee Reports

Dorsey gave an update and emphasized that more involvement from the business community is needed. Opportunities need to be more visible and the website should be easier to navigate. Board suggested the Promotions Committee work on a communications plan and that the DDA is more visual presence in the neighborhoods. It was also suggested that the Corridor Cleanup be expanded to be a week-long event to get more business participation.

6. Other Business

A. June 2023 CED Report

Stec went over the report and answered questions.

B. May 2023 Code Enforcement Report

Stec went over the report and will provide the commercial code enforcement letter. Stec also informed the board that Bill Diamond took a position in a new community. The board expressed their disappointment and wished Mr. Diamond well.

7. Old Business

8. New Business

A. RAP 2.0 - Revitalization and Placemaking Grant Resolution of Support

Stec provided an update on the application including the projected project cost, match requirements, and intent to establish a crowdfunding campaign to secure matching funds. Discussion was had regarding the matching amount. Citing the unanticipated increase in revenue, the board decided to increase the matching amount to \$100,000.

Motion to adopt the Resolution of Support for the DDA's participation in the Oakland County RAP 2.0 Revitalization & Placemaking Grant Application and set the matching amount at \$100,000 by Sugg, seconded by Lovins. All in favor.

9. Public Comment

Montenegro announced her resignation. The board expressed their disappointment and wished her well.

10. Adjourn at 12:52 pm

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