

Meeting Minutes

12:02 PM: Call to Order.

Pamela Shermyer	Present
Tracey Williams	Present
Bruce Kantor	Present
Alex Green IV	Present
Patricia Felton	Present
Mike Greene	Present
Lisa Burr	Absent
Jeff Fitzyk	Present

Motion to excuse absences is made once DDA Director Colson confirms that all parties informed staff of their absences. Patricia Felton informed staff she will be late to the meeting. Motion made by Bruce Kantor and seconded by Mike Greene. Motion is passed unanimously.

12:03 PM: Approval of Agenda

Motion to Approve Agenda made by Mike Green, seconded by Bruce Kantor; Motion Passes Unanimously.

12:03 PM: Approval of Meeting Minutes

Motion to Approve Minutes of February 2026 Meeting made by Mike Greene, seconded by Bruce Kantor; Motions Passes Unanimously.

12:03 PM: Consent Agenda

Motion to Approve the Consent Agenda made by Jeff Fitzyk, seconded by Bruce Kantor. DDA Director Colson briefly adds some context to the agenda that was made aware to staff late in the day. The draft budget has a line item that is not attributed to anything, but labeled “Liabilities”. This is due to it being ARPA Funds that need to be distributed- the intent is for the line item is to be used for park improvements. City Staff are working out the final details for the contract. The money is just earmarked under liabilities for the time being.

Following that, the motion passes unanimously.

12:06 PM: Presentations

DDA staff presents their work with the Recast City Cohort that they announced in February. For now, the presentation is a cursory understanding of the endeavor and the goals for the business district and residents of the community. It is constantly evolving as new topics come to light, and staff asks that anyone with questions, concerns or would like to comment on the endeavor please contact DDA staff, as all input in this process is important to the success of the program.

12:25 PM: Public Comment

Resident Johnathan Tara speaks about the efforts promoting the Master Plan, but cannot find the most up to date DDA Plan on the cities website, and asks if DDA staff can change this.

Resident Rick Wisz praises the Recast City plan and commends staff for their efforts.

12:28 PM: Old Business

Lauren Beras provides updates to the planning of the Lathrup Village Music Festival. The LVMF is working on a sponsorship from a car dealership, and Aqua Tots is interested in sponsoring, but they don't know what they have available, and won't be able to confirm until July. The target goal to raise is \$40,000; the year prior was \$32,000. This year, estimated expenses are \$36,000, but it is expected to be lower than that.

Money spent so far is just under \$7,000, on musician deposits, printings, porta-restrooms. The festival so far has raised just over \$22,000.

The LVMF hosted a "Funraiser" at Dog and Pony Show Brewing in Oak Park that was meant to bring the community together as well as celebrate the volunteers and their efforts in making the music festival happen.

Parks and Recreation is helping bring in more kid-friendly vendors and attractions for the Kids Area this year.

Lauren announces that she is expanding the Live in Lathrup Village Podcast to not only bring in acts for the music festival, but also civic leaders and city board members.

Today, Lauren is seeking two contract approvals: One for Niel Sevar, the Stage, Sound and Lighting engineer. He has been with the LVMF for two years and is providing a deal, as he owns the equipment instead of rents it from third parties. He is also providing more for the LVMF this year than in recent years, including additional lighting, and is only charging substantially less than others, with one contact offering the same services as Niel for \$46,000.

The second contract is for face painters for the Kid's Area. The intent was to have two face painters at the festival, due to the expected turnout, and only one group was going to fulfill that request.

After the update, Dr. Felton inquires about safety at the music festival, given the current environment and climate recently, especially referencing the events at the school in West Bloomfield. The LVMF is working closely with the Lathrup Police Department to provide safety measures for the community, and they bring in volunteers from the Oakland County Sheriff's Department to bolster the ranks. Safety is the #1 priority of the festival organizers and will continue to be so, which means there will be an even closer relationship with the LVMF and LVPD moving forward.

12:43 PM: New Business

LVMF Stage, Lighting and Sound Equipment Contract: DDA Director Colson and Lauren Beras share the presentation. Lauren had explained much of the situation with this contract during her update. Bruce Kantor makes a motion to approve the contract to Neil Sever, and to approve the DDA Director to execute all contracts not to exceed \$6,100. Charlotte Jones supports. The motion passes unanimously.

LVMF Face Painting Artist Contract: DDA Director Colson presents. Face Painters of Michigan offered a cheaper price, but only promised one painter for the four hours. Due to the expected turnout and the need for a quicker turnaround. Sookie was going to provide what was needed for the event, so the recommendation is to go with Sookie, but because they are more expensive, staff wanted the Board to discuss. Pam Shermeyer asks a clarifying question: The two face painters would work concurrently for 4 hours, rather than consecutively for a full 8 hours between two of them.

Jeff Fitzryk makes a motion to approve the contract, and for the DDA Director to finalize the vendor arrangements with them for a maximum amount of \$1,440. Bruce Kantor seconds. The motion passes unanimously.

Perennial Flowers Purchase: DDA Director Colson presents. In coordination with the Lathrup Village Nature Group, the DDA is looking to embark on a multi-year project to enhance the flower beds around city hall and in front of the monument sign on City Grounds. Nature Group member and Lathrup Resident Reed Boskey has prepared a list of vendors from around the region who will provide Michigan Native plants for this endeavor, as well as soil preparation where necessary and the installation of flowers in the designated foundation beds. Michiganese Natives came in at the cheapest quote for \$1,127.63 to plant perennial flowers this year. Alex Green IV moves that the DDA approves the contract for the purchase of perennial flowers from Michiganese Natives up to and not exceeding \$1,127.63. Jeff Fitzryk seconds. The motion passes unanimously.

Proposed DDA/City Cost Sharing Agreement (2026-2031): DDA Director Colson presents. Mayor Kantor, City Administrator Mike Greene and DDA Director Colson have been meeting to figure out a new cost-sharing agreement, since the current one expires at the end of the fiscal year. The key changes are: significant increase in I-696 Service Drive Maintenance Costs, including mowing and snow removal; increase in planning consultant budget; adjustment to staffing allocations; increased liability insurance and technology costs. Bruce Kantor makes a motion to approve the cost share agreement between the LVDDA and the City of Lathrup Village. Tracey Williams seconds the motion. The motion passes unanimously.

Draft DDA Budget FY 27: DDA Director Colson presents. Due to the depth of the draft budget, the DDA Board decides to wait until the April meeting to vote on the budget.

1:20 PM: DDA Director Report

DDA Director Colson presents –

2026 Comprehensive Plan Update – Economic Development Discussion –
Tuesday, April 21, 2026, 7:00 PM, Lathrup Village City Hall

Hosted by the Lathrup Village Planning Commission – The session is open to residents and stakeholders to share input on strategies for supporting local businesses, strengthening the commercial corridor, and guiding future economic growth. An online survey is also made available to gather community feedback to help shape the City's long-term economic development goals.

41st Annual Oakland County Economic Outlook Luncheon – Wednesday, April 22, 2026

Hosted by Oakland County – Annual luncheon featuring economists from the University of Michigan presenting a comprehensive outlook on regional, national, and international economic trends impacting Oakland County. The event brings together business leaders, government officials, and community stakeholders to discuss key challenges, investment opportunities, and strategies for navigating a competitive economic landscape while fostering continued growth in the local economy.

2026 Comprehensive Plan Update – Transportation Discussion – Tuesday, May 19, 2026, 7:00 PM, Lathrup Village City Hall

Hosted by the Lathrup Village Planning Commission –Residents, business owners, and property owners are invited to participate in the discussion and provide feedback on Parks and Recreation priorities.

Fraud Awareness Workshop – Wednesday, April 29, 2026, 10:00 AM–12:00 PM, Lathrup Village City Hall (27400 Southfield Rd., Lathrup Village, MI 48076)

Hosted in partnership with Chase Bank, the Lathrup Village Police Department, and the Downtown Development Authority (DDA) – Community workshop focused on helping residents recognize common scams, protect their identity, and secure financial accounts. The session will provide practical fraud prevention tips and highlight resources available to help individuals and families stay safe from increasingly common financial scams. The event is free to attend and open to the public, with registration encouraged.

International Placemaking Week – June 24-26 (Detroit: Venue TBD)

Hosted by Project for Public Spaces in partnership with the Downtown Detroit Partnership. Detroit has been selected as the

host city for the 5th International Placemaking Week. This global gathering brings together placemakers, community leaders, planners, and practitioners from around the world to share strategies and best practices for creating vibrant, people-centered public spaces. The three-day event will feature plenary sessions, breakout discussions, mobile workshops, networking receptions, and site visits to public spaces throughout Downtown Detroit and across the city. The event further highlights Detroit as a national leader in creative placemaking and community-driven redevelopment.

Business and Property Update

28919 Southfield Road (Dairy Fairies) – The applicant received site plan approval from the Planning Commission at its February 17th meeting for a change of use, contingent upon obtaining a variance from the Zoning Board of Appeals (ZBA) related to the offstreet parking requirements established in the Zoning Ordinance. The ZBA subsequently approved the requested parking variance at its February 23rd meeting, allowing the project to proceed.

27700 Southfield Road (Former School Building) – The applicant, who had been awaiting a financing decision from MSHDA, requested a twelve (12) month extension of the site plan approval originally granted on April 15, 2025. The Planning Commission recommended approval of the extension at its February meeting, and City Council subsequently approved the request at its February 23rd meeting, granting the applicant a 12-month extension of the site plan approval.

Infrastructure

Capital Improvement Plan (CIP): The FY26-31 CIP was presented to the Planning Commission at its February 17th meeting. During the Commission's March 17th meeting a motion was made to approve the CIP plan as presented, and recommend the plan to City Council for final approval.

Monument Welcome Signs: The DDA has requested inclusion of a project in the City's Capital Improvement Plan for the installation of two (2) new monument welcome signs along Southfield Road to enhance corridor identity and strengthen visual entry points into the district's north and south gateways.

Wayfinding Signage: The DDA has also requested inclusion of a wayfinding signage project to direct visitors to free public parking located in the northeast section of the DDA district along Southfield Road, improving accessibility and awareness of available parking resources.

Misc.

Recast Leaders Program: DDA staff continue to make strides in the Recast Leaders program, a 10-month technical assistance initiative administered by Recast City in partnership with the Michigan Municipal League.

Since the kickoff meeting, staff have worked with the consultant team and fellow cohort communities to begin defining the goals and outcomes for Lathrup Village's participation in the program. Initial work has focused on identifying how this effort can strengthen the City's commercial corridor, support small-scale production and maker spaces, and expand opportunities for local entrepreneurs and small businesses. Staff also began outlining the target area for the initiative and identifying the community stakeholders who should benefit most from the work.

In preparation for the next cohort meeting, staff are currently working through the next phase of the program's strategic framework, which includes identifying the key economic development challenges affecting the corridor, evaluating barriers facing small businesses and historically underserved entrepreneurs, and outlining how the program's work can produce more equitable economic outcomes. This exercise is also helping staff refine the City's long-term vision for supporting small business growth, activating vacant storefronts, and strengthening the local entrepreneurial ecosystem within the business district.

The Lathrup Village DDA would like to welcome two new members: Jeff Fitzyk and Lisa Burr to the Board, and thanks them for their time, commitment and support to the City of Lathrup Village and its business district.

Project Coordinator Kennedy updates the Board on the Main Street Oakland County Director's Workshop. Going on behalf of DDA Director Colson, the workshop consisted of multiple civic leaders and city staffers from throughout Oakland County, many of whom were happy to provide

insight and advice to Lathrup Village's own endeavors. MSOC is also considering doing a "DDA Field Trip", where they will support DDA's going from town to city, to get a better understanding of their neighbors and ideas for their own communities. Some of the biggest advice out of this conference was to have Business Advocates from the DDA Board, not just Chamber of Commerce liaisons, and to have Business Workshops and Meetings outside of DDA Board meetings. All work done at this conference will be collected and distributed to all who attended, and that will be distributed to the DDA Board once it has been received by staff.

1:32 PM: Board Member Comments / Public Comments 2

Public Comments 2: Rick Wisz asks about wayfinding signs for public parking within the DDA District. Also, he inquires about going after businesses who have received a Sign/Façade grant but are no longer in business to get the money back. He and the board are informed that it is of the opinion of city staff and the city's legal team that doing so would spend more money than we would get back in reimbursement, especially on businesses that have closed, so we most likely will not be going after those businesses. However, wayfinding signs are on the table and are being heavily considered for Capital Improvement Projects.

Johnathan Tara inquires about the Parking Plaza Zones (C6, C7, C8, C9) as part of the Master Plan. DDA staff agree to talk to him in the coming weeks about this.

Board Member Comments: Dr. Felton inquires about parking lot standards and code violations. DDA staff state that they will help her after the meeting get in touch with the code enforcement. She also asks about the Sign and Facades through the city and the grant process, wondering if the city will go out and make recommendations for businesses and properties to update/modernize their properties. Project Coordinator Kennedy also adds that that was something discussed at the MSOC conference- that it was okay and actually recommended to do something called "targeted re/development and offering the grants to businesses before they came to us.

Bruce Kantor speaks about the conditions of Southfield Road, specifically the grounds, and says that the board should push for more aggressive Code Enforcement. This doesn't mean fines, rather getting conformity to

code and getting property owners to clean their properties and clean the corridor more.

1:46 PM Adjournment

Mike Greene makes a motion to adjourn the meeting. Bruce Kantor seconds. Meeting is adjourned.