



Downtown Development Authority Board of Directors Minutes

Friday, June 18, 2021 at 12:00 PM
Remote Meeting via Zoom

ZOOM REMOTE MEETING INFORMATION

Webinar ID: 914 1822 7857

Password: 337459

CLICK HERE: [Online Link](#)

Telephone: 646.558.8656 or 312.626.6799

CLICK HERE: [Public Comment Form Link](#)

In accordance with Emergency Orders issued by the Michigan Department of Health and Human Services, Oakland County, local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the DDA will be meeting electronically using www.Zoom.us for videoconference and public access.

1. Call to Order

Called to order at 12:05 p.m. by Chairperson Sugg.

2. Roll Call

PRESENT

Chairperson Dan Sugg

Board Member Shyla Beltur

Board Member, Mayor Kelly Garrett

Board Member Bobbi Lovins

Secretary Dr. Sheryl Mitchell Theriot

Board Member Fred Prime

Board Member Pam Shermeyer

ABSENT

Board Member Bryan Ford

Board Member Mark Watts

Motion to excuse Board Member Ford made by Board Member Lovins, Seconded by Board Member Shermeyer.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Mayor Garrett, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

3. Approval of Agenda

4. Approval of Minutes

A. DDA Board of Directors Minutes 5-21-21

Motion to approve May 21, 2021 Meeting Minutes made by Board Member Shermeyer, Seconded by Board Member Prime.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Mayor Garrett, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

5. Financial Review

A. May Financial Review Reports

Stec provided an overview of the final revenue numbers. Lovins asked if revenue is up due to increased TIF than anticipated, Stec answered that TIF and tax captures increased.

Motion to receive and file as presented Lovins, second by Shermeyer

6. Committee Reports

A. Promotions 6-17-21

Dahl provided an overview of upcoming Promotions events and June 17th, 2021 meeting.

B. Economic Vitality Committee 6-4-21

Dahl provided an overview of the June 4th, 2021 meeting.

Mayor Garrett asked about adding garbage bins throughout the Downtown District. The group discussed logistics of emptying the garbage bins. Mayor Garrett added that she was working to host a joint car show with Road Masters Vette Club, a July date at Michigan First Credit Union and a second show on August 14th at City Hall.

7. Other Business

A. May Code Enforcement Report

Stec provided an overview of the May Code Enforcement. Sugg suggested the report shows what the solution taken by Code Enforcement Sweidan is: ticket, call, follow-up, etc.

Board member Prime asked if there is a littering ordinance in place. Stec answered that could most likely be enforced by the police but will follow up with more information with more details with the ordinance in place.

B. June 2021 - CED Department Report

Stec discussed the Department including new businesses opening in the District including a doctor's office and MRI business at 27215 Southfield Rd, Discount Tire is expanding for used tire storage, a new physical therapy business in the former Gin Cleaners business, and a Lathrup Village Apartments is working on remaining sitework. Steps towards securing BP Gas site will soon take place. The Building and CED Department is working on refining commercial landlord and business license processes. The Comprehensive Plan is currently out for comment and will be discussed at the July 20th Planning Commission meeting.

C. Main Street Oakland County Update from Annaka Norris

Norris discussed new initiatives from Main Street Oakland County including steps for Main Street Lathrup Village to becoming a Select Level Community, potential new grant opportunities, ARP money, and Stat Sheets.

8. Old Business

A. Logo

Stec discussed next steps with the Lathrup Village DDA's rebranding.

9. New Business

A. June 2021 Budget Amendments

Stec provided an overview of the proposed Budget Amendments for FY 20/21, including updated revenue numbers.

Motion to approve Proposed Budget Amendments made by Board Member Shermeyer, Seconded by Board Member Prime.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

B. Sidewalk Repair Cost Estimate

Stec provided an overview of Sidewalk Repair Costs in the Downtown Development Authority's District and the option for the DDA to incur the entire cost of the repairs in the DDA's district for \$38,721.90 per section of the Corridor (Southfield Rd., 11 Mile, and 12 Mile).

Motion to approve Sidewalk Repair Cost Estimates for \$38,721.90 made by Board Member Prime, Seconded by Board Member Lovins.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

C. 26079 Southfield Rd. Sign Grant Application

Stec provided an overview for 26709 Southfield Road's Sign Grant Application.

Motion to approve Sign Grant application made by Secretary Mitchell Theriot, Seconded by Board Member Lovins.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

D. Summer Concert Series Food Truck Coupon

Motion to approve \$2,000 for Food Truck Coupon reimbursement by Secretary Mitchell Theriot, Seconded by Board Member Shermeyer.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

Motion to excuse Board Member Watts by Secretary Mitchell Theriot, Seconded by Board Member Lovins.

Voting Yea: Chairperson Sugg, Board Member Beltur, Board Member, Board Member Lovins, Secretary Mitchell Theriot, Board Member Prime, Board Member Shermeyer

10. Public Comment—none.

11. Adjourn

Adjourn at 1:38 p.m.

Meeting Minutes prepared by Cori Dahl (DDA Manager) on behalf of Dr. Sheryl Mitchell Theriot (DDA Secretary).