

**Lathrup Village
Downtown Development Authority
Board of Directors Meeting Minutes
April 12, 2017**

1. Call to Order: 12:00pm

Voting members present: Mayor Frank Brock, City Administrator Andrew Potter, Treasurer Pamela Bratschi, Vice Chair Bobbi Lovins, Secretary Sam Surnow, Jet Dhaliwahl

Voting members absent: Dan Verderbar, Chair Ryan Hertz

Others present: Executive Director and Main Street Manager Sean Kammer, Planning Commission Liaison Keith Brown

2. Vice Chair Bobbi Lovins began the meeting with a moment of silence to honor the passing of Board Member Thomas Bainbridge.

3. Approval of agenda –

Motion by: Sam Surnow

Seconded by: Pamela Bratschi

Motion carries

4. Approval of minutes from March 10, 2017 meeting

Motion by: Andrew Potter

Seconded by: Sam Surnow

Motion carries

5. Review budget expenditures report/fund balance:

Director Sean Kammer went through the report to explain why certain accounts were over budget. Capital Improvements and Repairs and Maintenance line items over budget resulting from the alley way construction projects. Fringe benefits line item over because of final pay-out to recreation coordinator last year and because of increased benefits costs for director.

Motion to receive report

Motion by: Mayor Frank Brock

Seconded by: Sam Surnow

Motion carries

6. Action Items

2017-2018 DDA Budget

Motion to approve by: Mayor Frank Brock

Seconded by: Andrew Potter

Discussion: the board discussed diversifying DDA revenues in order to make up for the loss of TIF capture from the recession. Projections predict that property values will not be back to their previous levels until the middle of the next decade. Sean Kammer proposed the Principal Shopping District as a means to generate additional revenues for a determined period of time. Board member Dhaliwahl suggested that business license renewal fees be increased, shifting the burden from the property owners to the business owners. Vice Chair Lovins requested that Sean Kammer generate a few revenue models for this option.

Motion carries

Tennis Court Fence reapproval

(agreement proposed to be changed by Surnow Compnay from lease to license agreement.)

Motion by: Mayor Frank Brock

Seconded by: Treasurer Pamela Bratschi

Discussion: Sam Surnow proposed an amendment to relieve the DDA of the 50% cost commitment. The Surnow Company would cover 100% of the cost to remove the fence.

Motion carries

Abstained: Sam Surnow abstained.

Tent

Large tent to be placed in the tennis courts for public events.

Motion to approve the purchase of a 40 x 60 tent not to exceed \$7200.

Motion by: Mayor Frank Brock

Seconded by:

Motion carries

7. Old Business (none)

8. Other business

9. Public Comment – none

10. Adjournment – 1:30pm