

**Lathrup Village  
Downtown Development Authority  
Board of Directors Meeting Minutes  
Dec. 9, 2016**

**1. Call to Order:** 12:02 p.m.

**Voting members present:** Thom Bainbridge, Chair Dave Birchler, Mayor Frank Brock, Jet Dhaliwal, Dan Hertz, City Administrator Andrew Potter, Sam Surnow, Dan Verderbar

**Voting members absent:** Bobbi Lovins

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

**2. Approval of agenda – Motion** by Bainbridge, second by Dhaliwal. Passed unanimously.

**3. Approval of minutes from Nov. 18, 2016 meeting**

**Amendment:** Surnow noted that his name is left off the present/absent list

**Motion** by Bainbridge to approve minutes; second by Verderbar. Passed unanimously.

**4. Review budget expenditures report/fund balance:** Kammer noted that budget will be amended with funds moved to the streetscape program for next fiscal year. Expenses for Winter Festival are covered by sponsorship.

**5. New Business**

**a. 2017 Meeting Schedule (distributed among directors):** Motion by Verderbar to approve schedule; second by Hertz. Passed unanimously

**b. 2017 Priorities:** Board discussed purchasing more holiday/seasonal decorations for the Southfield corridor; pursuing real estate development and promoting economic development; the need for a signature development in the Village Center; preservation, renovation and reuse of Annie Lathrup School

**6. Old Business (none)**

**7. Other business**

a. **Winter Festival update:** 12 vendors, four food trucks, two musicians are lined up.

b. **Main Street update:**

i. **South end Gateway Garden sign:** Marten said DTE estimated the cost to light the sign due to distance from a power source is \$10,000 rather than the original estimate of \$2,000. Alternatives are being researched.

ii. **Tennis Court Fence:** Surnow said the estimated cost to remove the fence partially surrounding the tennis court south of Annie Lathrup School is \$3,500. Kammer and Marten will research public use options for the former tennis court space. DDA may share removal costs with Surnow Company.

8. **Public Comment** – none

9. **Adjournment** – 1:20 p.m.