



**DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING OF JULY 13, 2018**

1. **Call to Order:** 12:02 p.m. at Lathrup Village City Hall, 2<sup>nd</sup> Floor The Meeting Place, 27400 Southfield Road, Lathrup Village, MI 48076

<b>DDA DIRECTORS - ATTENDANCE – 07.13.2018</b>			
X	Ryan Hertz, Chairperson	X	Sheryl Mitchell, City Administrator
X	Bobbi Lovins, Vice Chairperson	X	Fred Prime
X	Vernon English	X	Dan Sugg
X	Kelly Garret, Mayor		Sam Surnow
	Jet Khaliwahl	X	Dan Verderbar

Others present: Interim DDA Director Ken Marten

2. **Approval of the Agenda:** Motion by Mitchell, second by Lovins; approved unanimously.
3. **Approval of Minutes from June 8, 2018.** Motion by Sugg, second by Lovins; approved.
4. **Financial Review:**
  - a. Activity by General Ledger/Journal Report (distributed at meeting)
  - b. Balance Sheet (distributed at meeting)
  - c. Treasurer comments
5. **New Business**
  - a. Façade Grant – DDA Director Marten provided an update. FY 2018-19: \$20,000 budgeted for program. Applicants may receive a maximum reimbursement grant of 50% of the total sign cost, not to exceed \$10,000.
  - b. Sign Grant – DDA Director Marten provided an update. FY 2018-19: \$10,000 budgeted for the program. Applicants may receive up to a maximum reimbursement grant of \$2,000.
  - c. Economic Vitality Committee – invitation for additional members
6. **Old Business**
  - a. Streetlight Installation (tabled)
  - b. DDA Street Crew – DDA Director Marten provided an update. Contracting with DPS crew.



7. **Other Business**

- a. Upcoming Events – DDA Director Marten provided an update. Food Truck Fridays to run through Sept. 28. DIA Inside/Out outdoor displays to run through Oct. 31<sup>st</sup>. Lathrup Village 65<sup>th</sup> Birthday Celebration will be Sept. 8-9<sup>th</sup> – DDA is listed as a sponsor.
- b. District News – DDA Director Marten provided an update.
  - **26727 (Verizon) and 26739 Southfield Road:** Sphynx Petroleum plans to buy both properties, demolish the small doctor’s office at 26739, and open a BP Station. Conceptual Site Plan was presented to Planning Commission in June; presentation to City Council regarding special license agreement for alley rights made July 9.
  - **28440-28480 Southfield Road:** Geller Foot Clinic is closing on this building July 13. Plans are to renovate and occupy the majority of the space, allowing for one or two healthcare tenants. The new owners hope to be open in nine months.
  - **28505 Southfield Road (Woman Care):** New owner Nona Byrd closed on the building on June 8. She plans to move her accounting practice into the building and lease space to other offices. One of the tenants will be her broker, Prestige Realty and Investments.

8. **Public Comment** - None

9. **Adjourn** – Motion by English; Support by Lovins. Motion Passed on a unanimous vote.

10. **Adjourn:** 12:55 p.m.