

March 22, 2024

CITY OF SOUTHFIELD

DOWNTOWN DEVELOPMENT AUTHORITY

BOARD APPROVED

MEETING MINUTES: MARCH 22, 2024, 8:00AM INFORMATIONAL AND REGULAR BOARD MEETING

Location: Oakland County Community College, Conference Room 201A, 22322 Rutland Avenue, Southfield, MI 48075

1. CALL TO ORDER

Chairman James Ralph called meeting to order at 8:00

2. ROLL CALL

Present: James Ralph, Dr. Steven Craig, Aric Rusk, Elizabeth Rae, Greg Easterly, Mayor Kenson Siver, Greg Sears (representing Micheal Wiemann)

Also Present: Molly Lalone, Executive Director; Christine Zyla, Assistant to the Executive Director, Kathleen McNelis (citizen), Doug Craig (citizen), Marsha Easterly, Alisha Watkins (Plant Moran) Yolanda Smith Charles, Fred Najor, Gary Waranack

Roll Call was taken and it was determined a quorum was present.

3. APPROVAL OF MINUTES

Regular Meeting Minutes: February 2nd, 2024 meeting minutes

Motion by Easterly, Second by Rusk, to approve the minutes of the Regular Meeting of the SDDA Board held on February 2nd, 2024. Motion carried unanimously.

4. PRESENTATIONS

A) Alisha Watkins presented the SDDA financial report for the 2023 fiscal year (July 2022-June 2023), the SDDA stayed within a healthy range of revenue to expenditures.

B) Executive Director Lalone asked for updates from Board members, Mayor Kenson Siver discussed his ongoing art project for 9 mile crossing, Aric Rusk discussed the mayors support initiative with the art project happening at 9 mile crossing, Dr. Craig mentioned discussed updates to the hospital, Greg Sears discussed Providence Friends Ball charity event, Greg Easterly discussed improving the fence around FOX News Station. Director Lalone also presented the Southfield Downtown Development Authority's accomplishments, contracts, and upcoming projects as required per Public Act 57.

5. CONSENT AGENDA

Motion to Approve all items on the consent agenda as presented. **Motion By Siver, Seconded by Easterly.** Motion carried unanimously.

A) State of Michigan Department of Treasury 2022-2023 SDDA Annual Report per Public Act 57. **Motion: To Accept and File the Department of Treasury SDDA 2022-2023 Annual Report**

B) Oakland County 2022-2023 Annual Report per SDDA 2018 Restated Development and TIF plan. **Motion: To Accept and File the SDDA 2022-2023 Oakland County Annual Report.**

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- C) Annual SDDA Audit Report per SDDA 2018 Development and TIF Plan prepared by Plant Moran. **Motion: To Accept and File the June 30, 2023 Annual SDDA Financial Reports.**
- D) Financial Reports: **Motion to Accept and File January and February Revenue and Expenditures Reports**
- E) Resignation of Ryan McKindles, **Motion to accept and file Board Member Ryan McKindles resignation.**

7. APPROVAL OF AGENDA

Motion to accept the agenda as presented. **Motion by Rusk, Seconded by Craig.** Motion carried unanimously.

8. FINANCIAL MATTERS

- A) Proposed 2024-2025 SDDA Administrative and Tax Increment Finance Budget was reviewed and presented to Board Members: Motion to accept the Finance Committees recommendation and approve the 2024-2025 SDDA Budget as presented. **Motion by Rusk, seconded by Craig.** Motion carried unanimously.
- B) Disbursements for January 1, 2024-February 29th, 2024 were presented by Director Lalone and reviewed by Board Members. Motion to accept and file January 1, 2024- February 29, 2024 disbursements of 4138.21. **Motion by Siver, seconded by Easterly.** Motion carried unanimously.

9. NEW BUSINESS

- a. Cornerstone District Name and Management: Director Lalone presented the new name and concept to the Board Members tying the city of Southfield, Cornerstone District and the Downtown Development Authority together.
 - Motion: To approve the SDDA's area designation to be "Historic Southfield Cornerstone District, managed by the Southfield Downtown Authority District"; and to direct staff to update the logo to both SDDA and Cornerstone District to reflect this change and to add signage updates to future SDDA budgets. **Motion by Craig, seconded by Rusk. Motion carried unanimously.**
- b. Main Street Application:
 - Motion: To apply to be an Allied Main Street Member and; To request a resolution of support from the city of Southfield to enter the Main Street Program and; To direct staff to complete the application requirements which include a building inventory, market analysis, and Friends of Main Street Membership. **Motion by Siver, seconded by Craig.** Motion carried unanimously.
- c. Landscaping and Litter-Pick Up Contract
 - Motion: To approve Hiring DJ's Landscaping for a three year Lawn maintenance and litter pickup contract not to exceed \$350,814 total for three years beginning July 1, 2024 and ending June 30, 2027. **Motion by Rusk, Seconded by Siver.** Motion carried unanimously.

10. EXECUTIVE DIRECTOR REPORT

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A) Property Updates:

- i) A new owner for the Art Van building
- ii) Marsha and Paul owners of Northland Towers are trying to find the best use for a developer to buy the property that fits in with the city resident needs, Costco Grand Opening next door.
- iii) Greenfield Plaza is under new ownership and is working on updating curbside appeal. Providence Coney Island is under new ownership.

B) Upcoming Events

- i) National Small Business Week, 1st Annual SODA Friendship Walk, May 3rd, 1pm-4pm. Director Lalone discussed and invited everyone to the event hosted by the Southfield DDA.
- ii) Small Business Saturday Expo at OCC, Joint host with Southfield Area Chamber of Commerce (November 30, 2024). Director Lalone discussed the Small Business Expo and invited Board members to attend.
- iii) Art Installation at Greenfield/Nine Mile (TBD). Mayor Siver updated the board on the ongoing art installation project as most of the money has been raised and the project is moving forward to start being built soon.

C) Upcoming Projects

- i) Greenfield Gateway Beautification Project- The SDDA will be working with the city planning department to fund a banner program along Greenfield.
- ii) Nine Mile Alternative Transportation Plan
 - iii) Providence Hospital Pedestrian Bridge Public Art Mural Project (tentative)- trying to find places such as skywalks and under via docks for art.
 - iv) Podcast series with Global Sound Studios (tentative)- Director Lalone discussed setting up interviews with Board members and small business owners. To connect businesses to the public.

D) Infrastructure Projects

- i) Foster Winter Drive will be the first under reconstruction starting next year,
- ii) Northland Drive Reconstruction will follow Foster Winter Drive.
- iii) SMART Park and Ride Parking Shared Lease (tentative)-

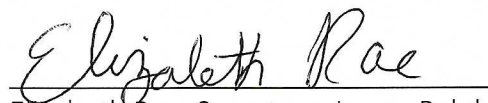
11.) Mayors Comments: None

12) Call to the Public: discussed attracting business to Southfield and creating business profiles.

13) Board Member Comments: None

14) Next Meeting: May 17, 2024 Providence Hospital.

15) Motion to Adjourn: Motion by Rae, Seconded by Rusk. Motion carried unanimously.



Elizabeth Rae, Secretary, James Ralph, Chairman