



# DDA Board of Directors Agenda

Friday, April 22, 2022 at 12:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
  - [A.](#) DDA Minutes 2022 03 18
4. **Financial Review**
  - [A.](#) Financial Reports - March 2022
5. **Committee Reports**
6. **Other Business**
  - [A.](#) CED Report - April
  - [B.](#) Code Enforcement Report - March
7. **Old Business - none**
8. **New Business**
  - [A.](#) New Member Introductions
  - B. Election of Officers
  - C. Draft FY 22/23 DDA Budget
  - [D.](#) Event Registration - The Main Event: May 5th
  - E. Juneteenth Food Vendor Stipend
9. **Public Comment**
10. **Adjourn**



## DDA Board of Directors Minutes

Friday, March 18, 2022 at 12:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

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### 1. Call to Order

12:07 pm by Chair Sugg

Present: Bryan Ford, Mayor Kelly Garrett, Charlotte Jones, Bobbi Lovins, Chief Scott McKee, Fred Prime, Pam Shermeyer, Dan Sugg, Mark Watts

Absent: none

Staff: Pam Bratschi, Susie Stec, Rami Sweidan

### 2. Approval of Agenda

*Motion to approve the agenda by McKee, second by Prime. All in favor.*

### 3. Approval of Minutes

*Motion to approve DDA Minutes 2022 01 21 by Ford, second by Lovins. All in favor.*

### 4. Financial Review

*Motion to receive and file January & February 2022 Financial Reports by Lovins, second by Shermeyer. All in favor.*

### 5. Committee Reports

Stec provided overview of monthly reports. Sweidan answered questions about the code enforcement report.

### 6. Other Business

### 7. Old Business

**8. New Business****A. 2022 DDA Alley & Approach Recommendation**

*Motion to adopt the 2022 DDA Alley & Approach Recommendation, as presented at the January 21<sup>st</sup> meeting, and to adopt the 2022 DDA Sidewalk Replacement Program recommendation by Shermeyer, second by Prime. All in favor.*

Board asked to the Economic Vitality Committee to review the parking lot quote.

**B. Introduction - Jamar Bray (Business Forward Consultant)**

Stec provided an update. Bray will attend the April meeting.

**9. Public Comment (speakers are limited to 3 minutes)****10. Adjourn at 12:44pm**



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

# MEMORANDUM

To: Susie Stec, Interim City Administrator/DDA Director  
From: Pam Bratschi, Interim City Administrator/Treasurer  
Date: April 20, 2022  
RE: Financial Reports

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Attached you will find the Financial Reports for the month of March 2022.  
Not much has changed since last month. I would like to draw your attention to:

1. Tax settlement was not finalized by Oakland County before March 31<sup>st</sup> so the DDA revenue will not be received until May.
2. Employee Taxes and Benefits account overage is due to Cori's payouts when she left.
3. Sidewalk program has started so you will start seeing cost out of the Repairs & Maintenance line item.
4. Over all the DDA is still with in budget.

## PERIOD ENDING 03/31/2022

| GL NUMBER                                  | DESCRIPTION                | 2021-22            | 2021-22        | YTD BALANCE                 | ACTIVITY FOR                  | AVAILABLE                | % BDGT<br>USED |
|--------------------------------------------|----------------------------|--------------------|----------------|-----------------------------|-------------------------------|--------------------------|----------------|
|                                            |                            | ORIGINAL<br>BUDGET | AMENDED BUDGET | 03/31/2022<br>NORM (ABNORM) | MONTH 03/31/22<br>INCR (DECR) | BALANCE<br>NORM (ABNORM) |                |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY  |                            |                    |                |                             |                               |                          |                |
| Revenues                                   |                            |                    |                |                             |                               |                          |                |
| Dept 000.000                               |                            |                    |                |                             |                               |                          |                |
| 494-000.000-407.000                        | TIFA-CAPTURE TAXES         | 305,000.00         | 305,000.00     | 51,173.73                   | 0.00                          | 253,826.27               | 16.78          |
| 494-000.000-410.000                        | TAX COLLECTED OTHER        | 24,643.00          | 24,643.00      | 4,712.59                    | 0.00                          | 19,930.41                | 19.12          |
| 494-000.000-410.002                        | SPEC ASSESSEMENT - REVENUE | 1,800.00           | 1,800.00       | 0.00                        | 0.00                          | 1,800.00                 | 0.00           |
| 494-000.000-415.000                        | MISCELLANEOUS REVENUE      | 6,000.00           | 6,000.00       | 21,176.72                   | 0.00                          | (15,176.72)              | 352.95         |
| 494-000.000-446.000                        | INVESTMENT INTEREST        | 10,000.00          | 10,000.00      | 2,552.52                    | 289.03                        | 7,447.48                 | 25.53          |
| Total Dept 000.000                         |                            | 347,443.00         | 347,443.00     | 79,615.56                   | 289.03                        | 267,827.44               | 22.91          |
| TOTAL REVENUES                             |                            | 347,443.00         | 347,443.00     | 79,615.56                   | 289.03                        | 267,827.44               | 22.91          |
| Expenditures                               |                            |                    |                |                             |                               |                          |                |
| Dept 000.000                               |                            |                    |                |                             |                               |                          |                |
| 494-000.000-701.000                        | SALARIES FULL-TIME         | 116,174.00         | 116,174.00     | 120,379.35                  | 12,015.24                     | (4,205.35)               | 103.62         |
| 494-000.000-702.000                        | SALARIES PART-TIME         | 5,000.00           | 5,000.00       | 3,602.55                    | 0.00                          | 1,397.45                 | 72.05          |
| 494-000.000-703.000                        | EMPLOYEE TAXES & BENEFITS  | 34,000.00          | 34,000.00      | 37,783.54                   | 1,233.66                      | (3,783.54)               | 111.13         |
| 494-000.000-722.000                        | LEGAL SERVICES             | 900.00             | 900.00         | 0.00                        | 0.00                          | 900.00                   | 0.00           |
| 494-000.000-726.000                        | OFFICE SUPPLIES            | 1,480.00           | 1,480.00       | 215.33                      | 0.00                          | 1,264.67                 | 14.55          |
| 494-000.000-802.000                        | TAX TRIBUNAL RETURNS       | 2,000.00           | 13,791.00      | 13,791.37                   | 0.00                          | (0.37)                   | 100.00         |
| 494-000.000-810.000                        | AUDITING & ACCOUNTING      | 800.00             | 800.00         | 800.00                      | 0.00                          | 0.00                     | 100.00         |
| 494-000.000-822.000                        | TRAINING/MEMBERSHIP        | 4,500.00           | 4,500.00       | 1,417.09                    | 1,077.80                      | 3,082.91                 | 31.49          |
| 494-000.000-844.000                        | MAIN STREET PROGRAM        | 16,500.00          | 16,500.00      | 6,311.35                    | 0.00                          | 10,188.65                | 38.25          |
| 494-000.000-845.000                        | STREETSCAPING              | 24,000.00          | 24,000.00      | 23,140.43                   | 0.00                          | 859.57                   | 96.42          |
| 494-000.000-882.000                        | PLANNING/CONSULTING FEES   | 42,100.00          | 42,100.00      | 35,912.33                   | 2,577.00                      | 6,187.67                 | 85.30          |
| 494-000.000-900.000                        | PRINTING/PUBLICATION COSTS | 1,500.00           | 2,500.00       | 2,144.71                    | 0.00                          | 355.29                   | 85.79          |
| 494-000.000-901.000                        | POSTAGE FEES               | 200.00             | 200.00         | 134.56                      | 0.00                          | 65.44                    | 67.28          |
| 494-000.000-933.000                        | REPAIRS & MAINTENANCE      | 19,500.00          | 230,314.00     | 14,225.81                   | 0.00                          | 216,088.19               | 6.18           |
| 494-000.000-955.000                        | MISCELLANEOUS EXPENDITURES | 6,100.00           | 6,100.00       | 737.09                      | 268.99                        | 5,362.91                 | 12.08          |
| 494-000.000-971.000                        | SIGN GRANT PROGRAM         | 10,000.00          | 10,000.00      | 4,000.00                    | 0.00                          | 6,000.00                 | 40.00          |
| 494-000.000-971.001                        | FACADE GRANT PROGRAM       | 20,000.00          | 20,000.00      | 11,640.00                   | 2,500.00                      | 8,360.00                 | 58.20          |
| Total Dept 000.000                         |                            | 304,754.00         | 528,359.00     | 276,235.51                  | 19,672.69                     | 252,123.49               | 52.28          |
| TOTAL EXPENDITURES                         |                            | 304,754.00         | 528,359.00     | 276,235.51                  | 19,672.69                     | 252,123.49               | 52.28          |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY: |                            |                    |                |                             |                               |                          |                |
| TOTAL REVENUES                             |                            | 347,443.00         | 347,443.00     | 79,615.56                   | 289.03                        | 267,827.44               | 22.91          |
| TOTAL EXPENDITURES                         |                            | 304,754.00         | 528,359.00     | 276,235.51                  | 19,672.69                     | 252,123.49               | 52.28          |
| NET OF REVENUES & EXPENDITURES             |                            | 42,689.00          | (180,916.00)   | (196,619.95)                | (19,383.66)                   | 15,703.95                | 108.68         |

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

| GL Number                                 | Description                    | PERIOD ENDED<br>03/31/2021 | PERIOD ENDED<br>03/31/2022 |
|-------------------------------------------|--------------------------------|----------------------------|----------------------------|
| *** Assets ***                            |                                |                            |                            |
| 494-000.000-010.000                       | TRUST ACCOUNT-GENERAL          | 992,284.44                 | 1,361,507.86               |
| 494-000.000-028.096                       | TAXES RECEIVABLE-PERSONAL PROP | 0.00                       | 25,491.00                  |
| 494-000.000-040.000                       | ACCOUNTS RECEIVABLE-OTHERS     | 0.00                       | 16,461.73                  |
| 494-000.000-042.000                       | ACCOUNTS RECEIVABLE-SPEC ASSES | 12,600.00                  | 0.00                       |
| 494-000.000-084.101                       | DUE FROM GENERAL FUND          | 213,394.32                 | 71,637.58                  |
| 494-000.000-141.001                       | INFRASTRUCTURE                 | 360,289.69                 | 360,289.69                 |
| 494-000.000-177.001                       | DEPRECIABLE ASSETS             | 25,243.25                  | 25,243.25                  |
| 494-000.000-193.000                       | ACCUMULATED DEPRECIATION       | (138,244.22)               | (169,584.22)               |
| <b>Total Assets</b>                       |                                | <b>1,465,567.48</b>        | <b>1,691,046.89</b>        |
| *** Liabilities ***                       |                                |                            |                            |
| 494-000.000-202.000                       | ACCOUNTS PAYABLE               | 18,627.64                  | 0.00                       |
| 494-000.000-214.101                       | DUE TO GENERAL FUND            | 57,687.54                  | 275,358.93                 |
| 494-000.000-257.000                       | ACCRUED WAGES PAYABLE          | 0.00                       | 1,095.92                   |
| <b>Total Liabilities</b>                  |                                | <b>76,315.18</b>           | <b>276,454.85</b>          |
| *** Fund Balance ***                      |                                |                            |                            |
| 494-000.000-390.000                       | FUND BALANCE                   | 1,518,412.77               | 1,611,211.99               |
| <b>Total Fund Balance</b>                 |                                | <b>1,518,412.77</b>        | <b>1,611,211.99</b>        |
| <b>Beginning Fund Balance</b>             |                                | <b>1,518,412.77</b>        | <b>1,611,211.99</b>        |
| <b>Net of Revenues VS Expenditures</b>    |                                | <b>(129,160.47)</b>        | <b>(196,619.95)</b>        |
| <b>Ending Fund Balance</b>                |                                | <b>1,389,252.30</b>        | <b>1,414,592.04</b>        |
| <b>Total Liabilities And Fund Balance</b> |                                | <b>1,465,567.48</b>        | <b>1,691,046.89</b>        |

User: PAM

FROM 494-000.000-001.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 03/01/2022 TO 03/31/2022

| JE #                                      | Date       | Description                             | Reference # | OFFSETTING GL       | DEBIT    | CREDIT    |
|-------------------------------------------|------------|-----------------------------------------|-------------|---------------------|----------|-----------|
| 494-000.000-010.000 TRUST ACCOUNT-GENERAL |            |                                         |             |                     |          |           |
| Journal GJ: GJ                            |            |                                         |             |                     |          |           |
| 125189                                    | 03/31/2022 | INTEREST POSTING - MONTHLY MARC15278    |             | Multiple            | 289.03   |           |
| Journal Totals                            |            |                                         |             |                     | 289.03   | 0.00      |
| Totals for 494-000.000-010.000            |            |                                         |             |                     | 289.03   | 0.00      |
| Balance 03/01/22:                         |            |                                         |             | 1,361,218.83        |          |           |
| Net Change:                               |            |                                         |             | 289.03              |          |           |
| Balance 03/31/22:                         |            |                                         |             | 1,361,507.86        |          |           |
| 494-000.000-202.000 ACCOUNTS PAYABLE      |            |                                         |             |                     |          |           |
| Journal AP: AP                            |            |                                         |             |                     |          |           |
| 124546                                    | 03/14/2022 | VANTAGEPOINTE TRANSFER 803046Vn03112022 |             | Multiple            |          | 75.81     |
| 124469                                    | 03/15/2022 | 27465 SOUTHFIELD ROAD, LLCVnd: 03152022 |             | 494-000.000-971.001 | 2,500.00 |           |
| 124638                                    | 03/18/2022 | FAUSTINA'S Vnd: FAUSTINA Invoic100      |             | 494-000.000-955.000 | 250.00   |           |
| 124777                                    | 03/22/2022 | STANDARD INSURANCE COMPANYVnd: MARCH    |             | Multiple            | 41.06    |           |
| 124727                                    | 03/28/2022 | CARDMEMBER SERVICEVnd: CARDMEMBMARCH    |             | Multiple            | 781.79   |           |
| 124745                                    | 03/28/2022 | GIFFELS-WEBSTER ENG INCVnd: GWE125467   |             | 494-000.000-882.000 | 2,577.00 |           |
| 124762                                    | 03/28/2022 | MICHIGAN ECONOMIC DEVELOPERS AS15078    |             | 494-000.000-822.000 | 315.00   |           |
| 124781                                    | 03/29/2022 | VANTAGEPOINTE TRANSFER 803046Vn03282022 |             | Multiple            | 75.81    |           |
| Journal Totals                            |            |                                         |             |                     | 0.00     | 6,616.47  |
| Journal CD: CD                            |            |                                         |             |                     |          |           |
| 124563                                    | 03/15/2022 | Check: NBDC 46335                       | 46335       | Multiple            | 2,500.00 |           |
| 124615                                    | 03/15/2022 | Check: NBDC 46387                       | 46387       | Multiple            | 75.81    |           |
| 124639                                    | 03/18/2022 | Check: NBDC 46394                       | 46394       | Multiple            | 250.00   |           |
| 124796                                    | 03/30/2022 | Check: NBDC 46409                       | 46409       | Multiple            | 781.79   |           |
| 124800                                    | 03/30/2022 | Check: NBDC 46413                       | 46413       | Multiple            | 2,577.00 |           |
| 124810                                    | 03/30/2022 | Check: NBDC 46423                       | 46423       | Multiple            | 315.00   |           |
| 124822                                    | 03/30/2022 | Check: NBDC 46435                       | 46435       | Multiple            | 41.06    |           |
| 124825                                    | 03/30/2022 | Check: NBDC 46438                       | 46438       | Multiple            | 75.81    |           |
| Journal Totals                            |            |                                         |             |                     | 6,616.47 | 0.00      |
| Totals for 494-000.000-202.000            |            |                                         |             |                     | 6,616.47 | 6,616.47  |
| Balance 03/01/22:                         |            |                                         |             | 0.00                |          |           |
| Net Change:                               |            |                                         |             | 0.00                |          |           |
| Balance 03/31/22:                         |            |                                         |             | 0.00                |          |           |
| 494-000.000-214.101 DUE TO GENERAL FUND   |            |                                         |             |                     |          |           |
| Journal CD: CD                            |            |                                         |             |                     |          |           |
| 124563                                    | 03/15/2022 | Check: NBDC 46335                       | 46335       | Multiple            |          | 2,500.00  |
| 124615                                    | 03/15/2022 | Check: NBDC 46387                       | 46387       | Multiple            |          | 75.81     |
| 124639                                    | 03/18/2022 | Check: NBDC 46394                       | 46394       | Multiple            |          | 250.00    |
| 124796                                    | 03/30/2022 | Check: NBDC 46409                       | 46409       | Multiple            |          | 781.79    |
| 124800                                    | 03/30/2022 | Check: NBDC 46413                       | 46413       | Multiple            |          | 2,577.00  |
| 124810                                    | 03/30/2022 | Check: NBDC 46423                       | 46423       | Multiple            |          | 315.00    |
| 124822                                    | 03/30/2022 | Check: NBDC 46435                       | 46435       | Multiple            |          | 41.06     |
| 124825                                    | 03/30/2022 | Check: NBDC 46438                       | 46438       | Multiple            |          | 75.81     |
| Journal Totals                            |            |                                         |             |                     | 0.00     | 6,616.47  |
| Journal PR: Payroll                       |            |                                         |             |                     |          |           |
| 124465                                    | 03/15/2022 | PAYROLL - SEE PAYROLL REPORT            | 15251       | Multiple            |          | 6,409.99  |
| 124832                                    | 03/31/2022 | PAYROLL - SEE PAYROLL REPORT            | 15273       | Multiple            |          | 6,409.99  |
| 125185                                    | 03/31/2022 | CITY AMOUNT FOR ICMA                    | 15276       | Multiple            |          | 236.24    |
| Journal Totals                            |            |                                         |             |                     | 0.00     | 13,056.22 |
| Totals for 494-000.000-214.101            |            |                                         |             |                     | 0.00     | 19,672.69 |
| Balance 03/01/22:                         |            |                                         |             | 255,686.24          |          |           |
| Net Change:                               |            |                                         |             | 19,672.69           |          |           |
| Balance 03/31/22:                         |            |                                         |             | 275,358.93          |          |           |
| 494-000.000-446.000 INVESTMENT INTEREST   |            |                                         |             |                     |          |           |
| Journal GJ: GJ                            |            |                                         |             |                     |          |           |
| 125189                                    | 03/31/2022 | INTEREST POSTING - MONTHLY MARC15278    |             | Multiple            |          | 289.03    |
| Journal Totals                            |            |                                         |             |                     | 0.00     | 289.03    |
| Totals for 494-000.000-446.000            |            |                                         |             |                     | 0.00     | 289.03    |
| Balance 03/01/22:                         |            |                                         |             | 2,263.49            |          |           |
| Net Change:                               |            |                                         |             | 289.03              |          |           |
| Balance 03/31/22:                         |            |                                         |             | 2,552.52            |          |           |
| 494-000.000-701.000 SALARIES FULL-TIME    |            |                                         |             |                     |          |           |

User: PAM

FROM 494-000.000-001.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 03/01/2022 TO 03/31/2022

| JE #                                           | Date       | Description                              | Reference # | OFFSETTING GL       | DEBIT     | CREDIT |
|------------------------------------------------|------------|------------------------------------------|-------------|---------------------|-----------|--------|
| 494-000.000-701.000 SALARIES FULL-TIME         |            |                                          |             |                     |           |        |
| Journal PR: Payroll                            |            |                                          |             |                     |           |        |
| 124465                                         | 03/15/2022 | PAYROLL - SEE PAYROLL REPORT             | 15251       | Multiple            | 6,007.62  |        |
| 124832                                         | 03/31/2022 | PAYROLL - SEE PAYROLL REPORT             | 15273       | Multiple            | 6,007.62  |        |
| Journal Totals                                 |            |                                          |             |                     | 12,015.24 | 0.00   |
| Totals for 494-000.000-701.000                 |            |                                          |             |                     | 12,015.24 | 0.00   |
| Balance 03/01/22:                              |            |                                          |             | 108,364.11          |           |        |
| Net Change:                                    |            |                                          |             | 12,015.24           |           |        |
| Balance 03/31/22:                              |            |                                          |             | 120,379.35          |           |        |
| 494-000.000-703.000 EMPLOYEE TAXES & BENEFITS  |            |                                          |             |                     |           |        |
| Journal AP: AP                                 |            |                                          |             |                     |           |        |
| 124546                                         | 03/14/2022 | VANTAGEPOINTE TRANSFER 803046EM03112022  |             | Multiple            | 75.81     |        |
| 124777                                         | 03/22/2022 | STANDARD INSURANCE COMPANYEMPLCMARCH     |             | Multiple            | 41.06     |        |
| 124781                                         | 03/29/2022 | VANTAGEPOINTE TRANSFER 803046EM03282022  |             | Multiple            | 75.81     |        |
| Journal Totals                                 |            |                                          |             |                     | 192.68    | 0.00   |
| Journal PR: Payroll                            |            |                                          |             |                     |           |        |
| 124465                                         | 03/15/2022 | PAYROLL - SEE PAYROLL REPORT             | 15251       | Multiple            | 402.37    |        |
| 124832                                         | 03/31/2022 | PAYROLL - SEE PAYROLL REPORT             | 15273       | Multiple            | 402.37    |        |
| 125185                                         | 03/31/2022 | CITY AMOUNT FOR ICMA                     | 15276       | Multiple            | 236.24    |        |
| Journal Totals                                 |            |                                          |             |                     | 1,040.98  | 0.00   |
| Totals for 494-000.000-703.000                 |            |                                          |             |                     | 1,233.66  | 0.00   |
| Balance 03/01/22:                              |            |                                          |             | 36,549.88           |           |        |
| Net Change:                                    |            |                                          |             | 1,233.66            |           |        |
| Balance 03/31/22:                              |            |                                          |             | 37,783.54           |           |        |
| 494-000.000-822.000 TRAINING/MEMBERSHIP        |            |                                          |             |                     |           |        |
| Journal AP: AP                                 |            |                                          |             |                     |           |        |
| 124727                                         | 03/28/2022 | CARDMEMBER SERVICE TRAINING/MEMB MARCH   |             | Multiple            | 237.80    |        |
| 124727                                         | 03/28/2022 | CARDMEMBER SERVICE TRAINING/MEMB MARCH   |             | Multiple            | 525.00    |        |
| 124762                                         | 03/28/2022 | MICHIGAN ECONOMIC DEVELOPERS AS15078     |             | 494-000.000-202.000 | 315.00    |        |
| Journal Totals                                 |            |                                          |             |                     | 1,077.80  | 0.00   |
| Totals for 494-000.000-822.000                 |            |                                          |             |                     | 1,077.80  | 0.00   |
| Balance 03/01/22:                              |            |                                          |             | 339.29              |           |        |
| Net Change:                                    |            |                                          |             | 1,077.80            |           |        |
| Balance 03/31/22:                              |            |                                          |             | 1,417.09            |           |        |
| 494-000.000-882.000 PLANNING/CONSULTING FEES   |            |                                          |             |                     |           |        |
| Journal AP: AP                                 |            |                                          |             |                     |           |        |
| 124745                                         | 03/28/2022 | GIFFELS-WEBSTER ENG INC PLANNING125467   |             | 494-000.000-202.000 | 2,577.00  |        |
| Journal Totals                                 |            |                                          |             |                     | 2,577.00  | 0.00   |
| Totals for 494-000.000-882.000                 |            |                                          |             |                     | 2,577.00  | 0.00   |
| Balance 03/01/22:                              |            |                                          |             | 33,335.33           |           |        |
| Net Change:                                    |            |                                          |             | 2,577.00            |           |        |
| Balance 03/31/22:                              |            |                                          |             | 35,912.33           |           |        |
| 494-000.000-955.000 MISCELLANEOUS EXPENDITURES |            |                                          |             |                     |           |        |
| Journal AP: AP                                 |            |                                          |             |                     |           |        |
| 124638                                         | 03/18/2022 | FAUSTINA'S MISCELLANEOUS EXPEND100       |             | 494-000.000-202.000 | 250.00    |        |
| 124727                                         | 03/28/2022 | CARDMEMBER SERVICE MISCELLANEOUS MARCH   |             | Multiple            | 7.34      |        |
| 124727                                         | 03/28/2022 | CARDMEMBER SERVICE MISCELLANEOUS MARCH   |             | Multiple            | 11.65     |        |
| Journal Totals                                 |            |                                          |             |                     | 268.99    | 0.00   |
| Totals for 494-000.000-955.000                 |            |                                          |             |                     | 268.99    | 0.00   |
| Balance 03/01/22:                              |            |                                          |             | 468.10              |           |        |
| Net Change:                                    |            |                                          |             | 268.99              |           |        |
| Balance 03/31/22:                              |            |                                          |             | 737.09              |           |        |
| 494-000.000-971.001 FACADE GRANT PROGRAM       |            |                                          |             |                     |           |        |
| Journal AP: AP                                 |            |                                          |             |                     |           |        |
| 124469                                         | 03/15/2022 | 27465 SOUTHFIELD ROAD, LLC FACAD03152022 |             | 494-000.000-202.000 | 2,500.00  |        |
| Journal Totals                                 |            |                                          |             |                     | 2,500.00  | 0.00   |

04/20/2022 02:31 PM

ACTIVITY BY GL/JOURNAL REPORT FOR CITY OF LATHRUP VILLAGE

Page:

Item 4A.

User: PAM

FROM 494-000.000-001.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 03/01/2022 TO 03/31/2022

| JE #                                     | Date | Description | Reference # | OFFSETTING GL | DEBIT    | CREDIT |
|------------------------------------------|------|-------------|-------------|---------------|----------|--------|
| 494-000.000-971.001 FACADE GRANT PROGRAM |      |             |             |               |          |        |
| Totals for 494-000.000-971.001           |      |             |             |               | 2,500.00 | 0.00   |
| Balance 03/01/22:                        |      |             |             | 9,140.00      |          |        |
| Net Change:                              |      |             |             | 2,500.00      |          |        |
| Balance 03/31/22:                        |      |             |             | 11,640.00     |          |        |



27400 Southfield Rd  
 Lathrup Village, MI 48076  
 (248) 557 - 2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

## MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: April 14, 2022

RE: Department/Director Report

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In an effort to provide consistent updates to the DDA Board of Directors, City Administrator, and City Council the following monthly is submitted for your review.

### Upcoming Events

- Flower Basket Planting Party: late May, TBD on delivery
- Southfield Road Corridor Clean-up: June 4<sup>th</sup>, 9 – 11 am
- Juneteenth Celebration: Unity in the Community: June 18<sup>th</sup>, 12 Noon – 4 pm

### Past Events

- Infrastructure Project Open House: April 6<sup>th</sup>
- OC Navigator Open House: April 7<sup>th</sup>

### Commercial Business/Property Updates

- **OPEN! Beauty Hunters (26710 Southfield Road)**
- **OPEN! Anchor Fish Market (28851 Southfield Road)**
- New Business: 26079 Southfield Road (US Rehab) – finishing interior improvements
- 26727 Southfield Road (BP Gas) – work is progressing and should be completed by June
- Lathrup Village Apartments installed the screen wall soon. The final building phase is delayed until Spring 2022 due to material and contractor shortages

### Infrastructure

- Year 1 Sidewalk Replacement Program work has begun. Year 2 project work will begin in June. Residents have received letters are calling with their questions.
- Paving work and Sewer CCTV will begin on April 18<sup>th</sup>.
- CMS Energy restoration will be starting soon. It will be coordinated with other city projects.



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### Miscellaneous

- Interviews have taken place for the DDA & Special Projects Manager position and an offer has been made. A start date of May 2<sup>nd</sup>.
- Oakland County Business Forward Program has officially launched! Jamar Bray is our Business Forward Consultant. He is eager to get out and start making connections with the businesses.
- DDA staff will be traveling to Richmond, VA May 15 – 19<sup>th</sup> for the National Main Street Conference.
- LVDDA submitted in the “Program on the Rise” category for the Main Street Oakland County awards.

## Commercial Enforcement List

| Address                 | Business name               | Violation                                 | Inspection Type      | Category              | Status           |
|-------------------------|-----------------------------|-------------------------------------------|----------------------|-----------------------|------------------|
| <b>27310 SOUTHFIELD</b> | <b>27300 SOUTHFIELD LLC</b> | <b>3/4/2022 Sign covering entire door</b> | <b>Re-Inspection</b> | <b>Sign Violation</b> | <b>VIOLATION</b> |

### 52-24 Sign

Window Sign - Ten (10%) percent of the total glass area on that side of the building and on the floor where the sign will be located.

|                            |                            |                                                                                           |                      |               |                 |
|----------------------------|----------------------------|-------------------------------------------------------------------------------------------|----------------------|---------------|-----------------|
| <b>26635 SOUTHFIELD RD</b> | <b>FIRST HOLDING MANAG</b> | <b>3/4/2022 Debris by 26637 Southfield door way on the inside corner must be cleaned.</b> | <b>Re-Inspection</b> | <b>DEBRIS</b> | <b>Resolved</b> |
|----------------------------|----------------------------|-------------------------------------------------------------------------------------------|----------------------|---------------|-----------------|

### 302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

|                            |                            |                                                                               |                      |                       |                 |
|----------------------------|----------------------------|-------------------------------------------------------------------------------|----------------------|-----------------------|-----------------|
| <b>26635 SOUTHFIELD RD</b> | <b>FIRST HOLDING MANAG</b> | <b>3/4/2022 Have signs and flags that are in violation of city ordinance.</b> | <b>Re-Inspection</b> | <b>Sign Violation</b> | <b>Resolved</b> |
|                            |                            | <b>3/21/2022 signs were removed</b>                                           |                      |                       |                 |

### 52-25 SIGN types that require a permit.

(c) Temporary pedestrian or A-frame signs.

(1) A-frame signs shall be permitted in the following districts: MX and village center districts.

(2) The area of the A-frame sign shall not exceed six square feet per side or a total of 12 square feet total.

(3) One such sign shall be permitted per customer entrance or per on-site business, whichever is less.

(4) The sign height of the sign structure shall be no greater than four feet and the width shall be no greater than three feet.

(5) The sign shall not be illuminated in any manner.

(6) The sign shall be located a minimum of three feet from the back of street curb and it shall not be located in a manner as to interfere with vehicular or pedestrian traffic flow or visibility. A four-foot minimum pedestrian clearance area is required.

(7) The sign is permitted only during operating business hours or from the hours of 6:00 a.m. to 10:00 p.m., whichever is less, and must be stored inside when the establishment is not open to the general public.

(8) A-frame signs shall be spaced a minimum of 20 feet apart.

(9) The sign must be professionally constructed of weather-proof, durable material, and kept in good repair.

(10) The sign shall have a black or silver/gray frame. Changeable message panels shall be either professionally printed or white changeable letters shall be used on a black or dark color background. A "blackboard-style" message area, similar to those used for daily restaurant specials, may all be used for all or a portion of the sign area.

(11) The signs shall not be illuminated, nor shall they contain moving parts, or have balloons, windsocks, pinwheels, streamers, pennants, or similar adornment attached to them.

## Commercial Enforcement List

| Address                 | Business name                    | Violation                                                                                        | Inspection Type      | Category              | Status           |
|-------------------------|----------------------------------|--------------------------------------------------------------------------------------------------|----------------------|-----------------------|------------------|
| <b>28871 SOUTHFIELD</b> | <b>G &amp; A REAL ESTATE INV</b> | <b>3/7/2022 Sign and banner sign needs to come down, cannot place signs on the right of way.</b> | <b>Re-Inspection</b> | <b>Sign Violation</b> | <b>VIOLATION</b> |

52-25 SIGN types that require a permit.

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(11) The signs shall not be illuminated, nor shall they contain moving parts, or have balloons, windsocks, pinwheels, streamers, pennants, or similar adornment attached to them.

52-24 Sign

Window Sign - Ten (10%) percent of the total glass area on that side of the building and on the floor where the sign will be located.

|                           |                            |                                                            |                      |                             |                  |
|---------------------------|----------------------------|------------------------------------------------------------|----------------------|-----------------------------|------------------|
| <b>18505 W 12 MILE RD</b> | <b>SOUTH OAKLAND SHEL'</b> | <b>3/9/2022 Donated cloths must be out of public view.</b> | <b>Re-Inspection</b> | <b>Property Maintenance</b> | <b>VIOLATION</b> |
|---------------------------|----------------------------|------------------------------------------------------------|----------------------|-----------------------------|------------------|

54-66 Outside storage for unsightly or offensive materials.

No person shall cause or permit the premises he owns or otherwise has under his occupancy or control or the adjoining right-of-way to be used for the outside storage (outside of an appropriate container or building) of garbage, sewage, filth, refuse, dead or cut tree branches, waste, including yard waste, trash, debris, litter, rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any unsightly, offensive or obnoxious materials. All land areas found to be used for such purposes or to be strewn with such materials are declared to be public nuisances.

(Code 1991, art. V, ch. 7, § 108)

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

## Commercial Enforcement List

| Address             | Business name         | Violation                                                                                                                                                                                                                    | Inspection Type | Category               | Status    |
|---------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------|-----------|
| 28455 SOUTHFIELD RD | 28455 SOUTHFIELD ROAD | 3/4/2022 inspected the area, the ditch was dry from storm water. Spoke with Rich the property owner about maintaining the culvert free of any debris. Rich stated that he will have a company come out to clean the culvert. | Re-Inspection   | Ditch and Culvert Main | VIOLATION |

### 30-41 Maintenance of ditches and culverts

#### ARTICLE II. - STORMWATER MANAGEMENT

It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.

(Ord. No. 409-10, pt. II, 10-18-2010)

|                     |                       |                                                                                                                                                                                                                                                                                       |               |                      |           |
|---------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------|-----------|
| 28821 SOUTHFIELD RD | G & A REAL ESTATE INC | 3/11/2022 parking blocks scattered all over the place.<br><br>3/11/2022 Called property owner Najah Gasso, stated that he is already aware of the issue and is looking for a company to anchor them in, and replacing broken blocks. Mr. Gasso asked for 2 - 3 weeks to find someone. | Re-Inspection | Property Maintenance | VIOLATION |
|---------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------|-----------|

### Article 5.0 Site Standards (Parking Block)

The following are required except as modified for the R1 and R2 districts as provided in Section 5.13.16 and 5.13.17. Bumper stops, curbing or wheel chocks shall be provided to prevent any vehicle from damaging or encroaching upon any required wall, fence or buffer strips or upon any building adjacent to the parking lot. Stops, curbing, and chocks shall be of concrete or its durability equivalent and shall be suitably anchored.

|                     |                    |                                                                                       |               |                    |           |
|---------------------|--------------------|---------------------------------------------------------------------------------------|---------------|--------------------|-----------|
| 28927 SOUTHFIELD RD | NAJOR & DABISH LLC | 3/11/2022 Parking lot is in bad shape, needs to be repaved, resealed, and restripped. | Re-Inspection | Parking Lot Repair | VIOLATION |
|---------------------|--------------------|---------------------------------------------------------------------------------------|---------------|--------------------|-----------|

### 46-106 Dusty parking lots.

It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners.

Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.

(Ord. No. 348-00, pt. VII, 4-3-2000)

### 62-1 Maintenance of sidewalks, parking lots and driveways

## Commercial Enforcement List

| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Business name                | Violation                                                                                                                                                                                                                                                                                                                   | Inspection Type      | Category                  | Status           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|------------------|
| <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p>                                                                  |                              |                                                                                                                                                                                                                                                                                                                             |                      |                           |                  |
| <b>28645 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>R AND B INC LLC</b>       | <b>3/11/2022 Parking lot need your attention, needs patching, reseal and restrip.</b>                                                                                                                                                                                                                                       | <b>Re-Inspection</b> | <b>Parking Lot Repair</b> | <b>VIOLATION</b> |
| <p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> |                              |                                                                                                                                                                                                                                                                                                                             |                      |                           |                  |
| <p>46-106 Dusty parking lots.</p> <p>It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.</p> <p>(Ord. No. 348-00, pt. VII, 4-3-2000)</p>                                                                                                                                                                                                                  |                              |                                                                                                                                                                                                                                                                                                                             |                      |                           |                  |
| <b>28245 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>O'DELL ACQUISITIONS I</b> | <b>3/11/2022 The parking lot needs your attention. spoke with elizabeth (receptionist) about the pot hole by the sewer, she stated will give the violation notice to the doctor. Doc ran out with the violation notice, wanted to know where the pot hole was, code enforcement showed the doctor the area in question.</b> | <b>Re-Inspection</b> | <b>Parking Lot Repair</b> | <b>VIOLATION</b> |
| <p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> |                              |                                                                                                                                                                                                                                                                                                                             |                      |                           |                  |
| <p>46-106 Dusty parking lots.</p> <p>It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.</p> <p>(Ord. No. 348-00, pt. VII, 4-3-2000)</p>                                                                                                                                                                                                                  |                              |                                                                                                                                                                                                                                                                                                                             |                      |                           |                  |

## Commercial Enforcement List

| Address                    | Business name              | Violation                                                                                                                   | Inspection Type      | Category                  | Status           |
|----------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|------------------|
| <b>28939 SOUTHFIELD RD</b> | <b>BERINGER INVESTMENT</b> | <b>3/3/2022 parking lot has pot holes that needs to be repaired.</b>                                                        | <b>Re-Inspection</b> | <b>Parking Lot Repair</b> | <b>VIOLATION</b> |
|                            |                            | <b>3/4/2022 Spoke with the owner Mr. Sharrak of the gas station, stated he is working on getting the concrete replaced.</b> |                      |                           |                  |

### 62-1 Maintenance of sidewalks, parking lots and driveways

Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.

(Code 1991, art. V, ch. 7, § 110)

### 302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

|                            |                              |                                                                                   |                      |                           |                  |
|----------------------------|------------------------------|-----------------------------------------------------------------------------------|----------------------|---------------------------|------------------|
| <b>28901 SOUTHFIELD RD</b> | <b>Odessa Properties LLC</b> | <b>3/15/2022 Parking lot needs your attention, repatch, reseal, and restripe.</b> | <b>Re-Inspection</b> | <b>Parking Lot Repair</b> | <b>VIOLATION</b> |
|----------------------------|------------------------------|-----------------------------------------------------------------------------------|----------------------|---------------------------|------------------|

### 62-1 Maintenance of sidewalks, parking lots and driveways

Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.

(Code 1991, art. V, ch. 7, § 110)

### 302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

## Commercial Enforcement List

| Address             | Business name       | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Inspection Type | Category           | Status    |
|---------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------|-----------|
| 28880 SOUTHFIELD RD | LATHFIELD HOLDINGS  | <p>3/15/2022 Dumpster enclosure must be repaired or replaced.</p> <p>From: David Winowiecki<br/>&lt;david.winowiecki@jmcmanagement.com&gt;<br/>Sent: Tuesday, March 15, 2022 4:47 PM<br/>To: Rami Sweidan<br/>&lt;rsweidan@lathrupvillage.org&gt;<br/>Cc: Christina Rice<br/>&lt;christina.rice@jmcmanagement.com&gt;; Deion Washington<br/>&lt;deion.washington@metrodetroitlofts.com&gt;<br/>Subject: Final Notice letter dated 2/23/22</p> <p>Rami,<br/>Please be advised that the Dumpster enclosure was repaired today 3/15/22.</p> <p>Thank you</p> <p>David Winowiecki<br/>Director of Facilities<br/>JMC Management LLC<br/>www.jmcmanagement.com</p> <p>24500 Northwestern Hwy Suite 100<br/>Southfield, MI 48075<br/>586-782-4373 Direct<br/>586-915-7514 Cell<br/>586-427-9411 Fax</p> | Re-Inspection   | Dumpster Enclosure | Resolved  |
| 26411 SOUTHFIELD RD | FIRST HOLDING MANAG | 3/15/2022 Yard waste must be removed from the approach.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Re-Inspection   | DEBRIS             | VIOLATION |

## Commercial Enforcement List

| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Business name         | Violation                                                 | Inspection Type | Category           | Status    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------------|-----------------|--------------------|-----------|
| 302.1 Sanitation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                       |                                                           |                 |                    |           |
| All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.                                                                                                                                                                                                                                                                                                                                                                                                                                   |                       |                                                           |                 |                    |           |
| 5.3 WASTE AND RUBBISH                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                       |                                                           |                 |                    |           |
| 1. No garbage, sewage, filth, refuse, waste, trash, debris, or rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any offensive or obnoxious matter, shall be kept in open containers or piled, placed or stored on the open ground. The owners and occupants of every building shall provide proper receptacles for said waste and keep receptacles clean and not exposed on the grounds outside of a building. Rubbish may, however, be placed at roadside for pickup on designated days in conformity with the city's ordinances regulating rubbish collections. |                       |                                                           |                 |                    |           |
| 26411 SOUTHFIELD RD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | FIRST HOLDING MANAC   | 3/15/2022 Parking lot needs to be resealed and restriped. | Re-Inspection   | Parking Lot Repair | VIOLATION |
| 46-106 Dusty parking lots.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                       |                                                           |                 |                    |           |
| It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146. (Ord. No. 348-00, pt. VII, 4-3-2000)                                                                                                                                                                                                                                                                                                       |                       |                                                           |                 |                    |           |
| 26441 SOUTHFIELD RD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | FIRST HOLDING MANAC   | 3/15/2022 Parking lot needs to be resealed and restriped. | Re-Inspection   | Parking Lot Repair | VIOLATION |
| 62-1 Maintenance of sidewalks, parking lots and driveways                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                       |                                                           |                 |                    |           |
| Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance. (Code 1991, art. V, ch. 7, § 110)                                                                                                                     |                       |                                                           |                 |                    |           |
| 46-106 Dusty parking lots.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                       |                                                           |                 |                    |           |
| It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146. (Ord. No. 348-00, pt. VII, 4-3-2000)                                                                                                                                                                                                                                                                                                       |                       |                                                           |                 |                    |           |
| 28851 SOUTHFIELD RD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | G & A REAL ESTATE INV | 3/15/2022 Parking lot needs to be resealed and restriped. | Re-Inspection   | Parking Lot Repair | VIOLATION |

## Commercial Enforcement List

| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Business name              | Violation                                                                                                                                        | Inspection Type      | Category                  | Status           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|------------------|
| <p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> |                            |                                                                                                                                                  |                      |                           |                  |
| <p>46-106 Dusty parking lots.</p> <p>It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.</p> <p>(Ord. No. 348-00, pt. VII, 4-3-2000)</p>                                                                                                                                                                                                                  |                            |                                                                                                                                                  |                      |                           |                  |
| <b>28801 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>JDV INVESTMENTS LLC</b> | <b>3/15/2022 Parking lot needs to be resealed and restriped.</b>                                                                                 | <b>Ordinance</b>     | <b>Parking Lot Repair</b> | <b>VIOLATION</b> |
| <p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> |                            |                                                                                                                                                  |                      |                           |                  |
| <p>46-106 Dusty parking lots.</p> <p>It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.</p> <p>(Ord. No. 348-00, pt. VII, 4-3-2000)</p>                                                                                                                                                                                                                  |                            |                                                                                                                                                  |                      |                           |                  |
| <b>28601 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>JAGGED FORK HOLDING</b> | <b>3/15/2022 Parking lot needs to be patched, resealed and restriped. Also, the Island (Corridor) is all broken up which needs to be redone.</b> | <b>Re-Inspection</b> | <b>Parking Lot Repair</b> |                  |
| <p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> |                            |                                                                                                                                                  |                      |                           |                  |
| <p>46-106 Dusty parking lots.</p> <p>It shall be unlawful to maintain or operate a parking lot without keeping it reasonably free from dust, or by permitting the same to become a nuisance to adjacent property owners. Violation of this section constitutes a misdemeanor and is declared a public nuisance subject to abatement as provided in section 46-146.</p> <p>(Ord. No. 348-00, pt. VII, 4-3-2000)</p>                                                                                                                                                                                                                  |                            |                                                                                                                                                  |                      |                           |                  |

## Commercial Enforcement List

| Address                    | Business name      | Violation                                                                                                                                          | Inspection Type      | Category                                | Status |
|----------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------------|--------|
| <b>26060 SOUTHFIELD RD</b> | <b>GROUP 4 LLC</b> | <b>3/16/2022 The Ditch and culvert needs your attention, cleaning and maintaining the ditch and culvert is very important for stormwater flow.</b> | <b>Re-Inspection</b> | <b>Ditch and Culvert Main VIOLATION</b> |        |

30-41 Maintenance of ditches and culverts

### ARTICLE II. - STORMWATER MANAGEMENT

It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.

(Ord. No. 409-10, pt. II, 10-18-2010)

|                            |                    |                                                                                                                     |                      |                                       |  |
|----------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------------|--|
| <b>26060 SOUTHFIELD RD</b> | <b>GROUP 4 LLC</b> | <b>3/16/2022 The stairs behind the building must be clear of debris for safety of employees and your customers.</b> | <b>Re-Inspection</b> | <b>Property Maintenance VIOLATION</b> |  |
|----------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------------|--|

14-403 Maintenance requirements.

(a) Properties subject to this section shall be, in comparison to the neighborhood standard, kept free of weeds, dry brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state or local law, discarded personal items, including but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

(b) The property shall be maintained free of graffiti, tagging or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

(c) Visible front and side yards shall be landscaped and maintained to the neighborhood standard at the time registration was required. Landscape includes, but is not limited to, grass, groundcovers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Landscape does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, mulch, indoor-outdoor carpet or any similar material.

(d) Maintenance includes, but is not limited to, regular watering, irrigation, cutting, pruning and mowing of required landscape and removal of all trimmings.

(e) Pools and spas shall be kept in working order so the water mains are clear and free of pollutants and debris or drained and kept dry. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the State of Michigan and local ordinance.

(f) Adherence to this section does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions and restrictions and/or homeowners' association rules and regulations which may apply to the property.

(g) In addition to the above set forth requirements properties shall be maintained in accordance with the standards set forth under chapter 14 article VI, section 14-151 of the City of Lathrup Village Code of Ordinances.

(Ord. No. 404-09, pt. III, 12-21-2009)

## Commercial Enforcement List

| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Business name              | Violation                                                                                                                                | Inspection Type      | Category                                 | Status |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------|--------|
| 302.1 Sanitation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                            |                                                                                                                                          |                      |                                          |        |
| All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.                                                                                                                                                                                                                                                                                                                                                                                                              |                            |                                                                                                                                          |                      |                                          |        |
| 304.1 General.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                            |                                                                                                                                          |                      |                                          |        |
| The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                                                                                                                                          |                      |                                          |        |
| <b>26060 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>GROUP 4 LLC</b>         | <b>3/16/2022 The property identification (26026) must be removed and the correct identification (26060) numbers put on the building.</b> | <b>Re-Inspection</b> | <b>Property Identification VIOLATION</b> |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                            |                                                                                                                                          |                      |                                          |        |
| 304.3 Premises identification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |                                                                                                                                          |                      |                                          |        |
| Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be not less than 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).                                                                                                                                                                                                                                                                 |                            |                                                                                                                                          |                      |                                          |        |
| <b>26026 SOUTHFIELD RD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>JRY PROPERTIES, LLC</b> | <b>3/16/2022 The Ditch and Culvert needs your attention.</b>                                                                             | <b>Re-Inspection</b> | <b>Ditch and Culvert Main VIOLATION</b>  |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                            |                                                                                                                                          |                      |                                          |        |
| 30-41 Maintenance of ditches and culverts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                            |                                                                                                                                          |                      |                                          |        |
| ARTICLE II. - STORMWATER MANAGEMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |                                                                                                                                          |                      |                                          |        |
| It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code. |                            |                                                                                                                                          |                      |                                          |        |
| (Ord. No. 409-10, pt. II, 10-18-2010)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                            |                                                                                                                                          |                      |                                          |        |

**Records: 23**

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## DDA Board of Directors

updated 1.2020

Item 8A.

|    | A                                                                 | B          | C                                       | D                        | E                | F            | G                                                                                  | H                       | I                         | J      |
|----|-------------------------------------------------------------------|------------|-----------------------------------------|--------------------------|------------------|--------------|------------------------------------------------------------------------------------|-------------------------|---------------------------|--------|
|    | Last Name                                                         | First Name | Stake in District                       | Business Name            | Cell Number      | Office Phone | Email                                                                              | Business Street Address | City/St/Zip               | Office |
| 1  | Lovins                                                            | Bobbi      | Business                                | Wallace Financial        | 248-647-5337     |              | <a href="mailto:bobbilovins@gmail.com">bobbilovins@gmail.com</a>                   | 26641 Southfield Rd.    | Lathrup Village, MI 48076 |        |
| 2  | Watts                                                             | Mark       | Business                                | Quality Auto Sales, LLC  | 313-221-4078     |              | <a href="mailto:qualityautosales76@gmail.com">qualityautosales76@gmail.com</a>     | 28050 Southfield Rd     | Lathrup Village, MI 48076 |        |
| 3  | Ford                                                              | Bryan      | non-district city resident              | Oxford Bank              | 248.872.1775     |              | <a href="mailto:bryan_ford@comcast.net">bryan_ford@comcast.net</a>                 | 27720 Rackham           | Lathrup Village, MI 48076 |        |
| 4  | Garrett                                                           | Kelly      | Mayor                                   |                          | 248-302-0336     |              | <a href="mailto:kgarrett@lathrupvillage.org">kgarrett@lathrupvillage.org</a>       | 18804 LaCrosse Ave.     | Lathrup Village, MI 48076 |        |
| 5  | Scott                                                             | McKee      | Interim City Administrator/Police Chief | Lathrup Village          |                  | 248-557-3600 | <a href="mailto:policechief@lathrupvillage.org">policechief@lathrupvillage.org</a> | 27400 Southfield Rd.    | Lathrup Village, MI 48076 |        |
| 6  | Prime                                                             | Fred       | non-district city resident              |                          | 248-894-6982     |              | <a href="mailto:fort211@yahoo.com">fort211@yahoo.com</a>                           | 28066 Sunset BLvd.      | Lathrup Village, MI 48076 | VC     |
| 7  | Shermeyer                                                         | Pam        | non-district city resident              |                          | 248.252.7687     |              | <a href="mailto:1800sherm@comcast.net">1800sherm@comcast.net</a>                   | 28220 Lathrup Blvd      | Lathrup Village, MI 48076 |        |
| 8  | Sugg                                                              | Dan        | Business                                | Mich. First Credit Union | 734-604-5684     | 248-395-4067 | <a href="mailto:dsugg@michiganfirst.com">dsugg@michiganfirst.com</a>               | 27000 Evergreen Rd.     | Lathrup Village, MI 48076 | C      |
| 9  | Jones                                                             | Charlotte  | Business/Property Owner                 |                          | 313.204.6259     | 313.574.4352 | <a href="mailto:charlott.m.jones08@gmail.com">charlott.m.jones08@gmail.com</a>     | 18411 W. 12 Mile Rd.    | Lathrup Village, MI 48076 |        |
| 10 |                                                                   |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 11 |                                                                   |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 12 | NONVOTING MEMBERS                                                 |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 13 | Last Name                                                         | First Name | Position                                |                          |                  |              |                                                                                    |                         |                           |        |
| 14 | Susie                                                             | Stec       | Executive Director                      | Lathrup Village          | 248-557-2600 223 |              | <a href="mailto:sstec@lathrupvillage.org">sstec@lathrupvillage.org</a>             | 27400 Southfield        |                           |        |
| 15 |                                                                   |            | DDA Manager                             | Lathrup Village          |                  |              |                                                                                    | 27400 Southfield        |                           |        |
| 16 | Bratschi                                                          | Pamela     | Treasurer                               | Lathrup Village          | 248-557-2600 227 |              | <a href="mailto:treasurer@lathrupvillage.org">treasurer@lathrupvillage.org</a>     | 27400 Southfield        |                           |        |
| 17 |                                                                   |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 18 |                                                                   |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 19 | *DDA BOARD REDUCED FROM 10 to 9 MEMBERS BY CITY COUNCIL 1/25/2021 |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 20 | Business in district                                              |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 21 | resident/not in district                                          |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |
| 22 |                                                                   |            |                                         |                          |                  |              |                                                                                    |                         |                           |        |

|    | K                       | L                                 | M                            |
|----|-------------------------|-----------------------------------|------------------------------|
| 1  | 4-yr Board<br>Term Ends | Date Appointed to<br>Current Term | Previous<br>Appointment Date |
| 2  | 2/1/2024                | 1/27/2020                         | 5/1/2016                     |
| 3  | 2/1/2023                | 1/25/2021                         |                              |
| 4  | 2/1/2024                | 1/27/2020                         |                              |
| 5  | NA                      | NA                                | NA                           |
| 6  | NA                      | 1/31/2022                         | NA                           |
| 7  | 2/1/2026                | 1/31/2022                         | 12/1/2018                    |
| 8  | 2/1/2025                | 1/25/2021                         | 1/27/2020                    |
| 9  | 2/1/2026                | 1/31/2022                         | 4/18/2018                    |
| 10 | 2/1/2026                | 1/31/2022                         |                              |
| 11 |                         |                                   |                              |
| 12 |                         |                                   |                              |
| 13 |                         |                                   |                              |
| 14 |                         |                                   |                              |
| 15 |                         |                                   |                              |
| 16 |                         |                                   |                              |
| 17 |                         |                                   |                              |
| 18 |                         |                                   |                              |
| 19 |                         |                                   |                              |
| 20 |                         |                                   |                              |
| 21 |                         |                                   |                              |
| 22 |                         |                                   |                              |



# THE MAIN EVENT

RECOGNIZING EXCELLENCE

*Together Again*

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•US•

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6 - 9 p.m.

FLAGSTAR  
STRAND THEATRE  
12 N. Saginaw Street  
Downtown Pontiac  
Theme: Together Again  
*Black Tie Optional*

TICKETS \$35  
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*Includes Hearty Hors d'oeuvres*



# THE MAIN EVENT KEYNOTE ADDRESS

“HOW STORY SAVED THE NATION’S  
MAIN STREETS”



## MARY MEANS, CEO

**Mary Means & Associates, Inc., Silver Springs, Maryland**

Mary Means is one of the visionaries and founders of the national Main Street program—mainstreaming historic preservation. In the 40+ years since the original three-town pilot morphed into the National Main Street Center, more than 2,000 cities and towns in the U.S. and Canada have brought life back to their downtowns using the methods she and her colleagues developed. She is a leader in place-based community development, helping communities optimize their historic character.

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