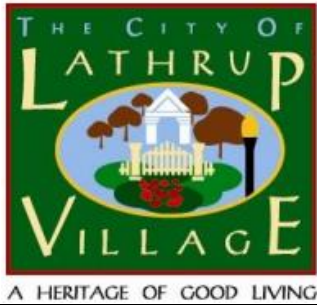




Downtown Development Authority

Friday, October 16, 2026 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
 - [A.](#) September Special Meeting Minutes
5. **Consent Agenda**
 - [A.](#) Monthly Financial Reports
 - [B.](#) Monthly Code Enforcement Report
6. **Public Comment (*speakers are limited to 3 minutes*)**
7. **Old Business**
 - [A.](#) Flock Camera Presentation and Contract Discussion
8. **New Business**
 - [A.](#) Snow Removal RFQ Discussion and Approval
 - [B.](#) DDA Triangle Parcel (27907 California Dr NE)
 - [C.](#) Municipal Park - DDA Fund Commitment
9. **DDA Director Report**
 - [A.](#) Director's Monthly Report
10. **Public Comment (*speakers are limited to 3 minutes*)**
11. **Board Member Comments**

12. Adjourn

Downtown Development Authority Special Meeting
23, 2026

Wednesday, September

Meeting Minutes

6:06 PM: Call to Order.

Roll Call

Pamela Shermeyer	Present
Charlotte Jones	Present
Tracey Williams	Present
Kelly Garrett	Present
Alex Green IV	Present
Patricia Felton	Absent (Ex.)
Mike Greene	Absent (Ex.)
Lisa Burr	Absent (Ex.)
Jeff Fitzyk	Absent (Ex.)

Charlotte Jones makes a motion to excuse the absences of Jeff Fitzyk, Lisa Burr, Mike Greene and Dr. Felton. Tracey Williams seconds. The motion passes unanimously.

6:08 PM: Approval of Agenda

Prior to approval of the minutes, DDA Project Coordinator Tom Kennedy notes that LVPD requested the Flock Camera Lease Renewal and Presentation by Flock Representative be tabled, due to scheduling conflicts. The Board agrees and will table the item when they get to it.

Tracey Williams makes a motion to approve the agenda with the changes stated. Charlotte Jones seconds. The motion passes unanimously.

6:07 PM: Approval of Minutes

Tracey Williams makes a motion to approve the July 2026 meeting minutes. Charlotte Jones seconds. The motion passes unanimously.

6:09 PM: Consent Agenda

Kelly Garrett makes a motion to approve the Consent Agenda. Tracey Williams seconds. The motion passes unanimously.

6:09 PM: Public Comment

Johnathan Terra speaks to the Flock Camera Lease Renewal and notes there has been a lot of abuse nationwide, however is confident with Lathrup PD and their guardrails. He cites a news article that quotes hackers who hacked into the FBI, and notes how it's possible to happen to Flock, so he asks how they handle their cybersecurity and how the information they gather is stored.

John Sousanis is glad that the Flock Camera discussion has been put off. He wants the City Council to discuss it with the public at their meeting, because the public goes to City Council more than DDA Meetings.

Juan with Lucent Landscaping speaks about the Holiday Lighting contracts, and thanks the board for the opportunity to do the lights again around City Hall. He loves working with City Staff and is excited to do it again.

6:16 PM: Old Business

Lauren Beras speaks to the Board about the success of this year's Music Festival. Vendor and Guest attendance were up, with over 50 vendors and over 3,000 guests throughout the course of the day. Notably, where everything else grew exponentially, the bar saw only a slight increase in sales compared to last year. 57 volunteers throughout the day, 11 uniformed security, 3 ground maintenance and 25 sponsors keeping the festival free.

Lauren notes that parking this year became a problem due to the influx of guests. This was a problem the planning team foresaw but wanted to play out to test conditions, and see if their model would work. The model did work, but Lauren identifies the challenge of parking in 2027, if the festival continues to grow the way it has. She is open to suggestions

The LVMF found smarter and cheaper ways to promote the event, spending only \$300 on promotion.

Looking forward to 2027- the next year's festival has money available that were not spent this year. With the DDA's support, there should be around \$23,500 available.

After the presentation, Pam Shermeyer asks if the festival grows again, is there enough space to accommodate everyone. Lauren says yes, she believes it is possible. DDA Director Janet Bloom put it a request for PlacerAI data from Main Street Oakland County to compare this year to last year.

6:27 PM: New Business

Flock Camera Lease Renewal-Presentation by Flock Representatives: Kelly Garrett makes a motion to table the Flock Camera Lease Renewal. Tracey Williams seconds. The motion passes unanimously.

Holiday Lights – Request for Quotes: Janet Bloom presents the RFQ to the board. Staff has provided a spreadsheet with the Memo- proposals are listed in order of when they were turned in. There are 12 proposals being presented for consideration, some are overbudget yet are still being presented out of fairness. The annual budget is \$10,000/year, meaning a contract term budget of \$30,000.

Lucent Landscaping came through with everything required in the RFQ along with all enhancements, all provided under budget at \$28,500. A lengthy discussion is had and the Board comes to a few points: Some like the concept of the pavilion in the park and the gazebo being lit by the project, while it is not a huge selling point for others. The consensus is on which proposal gives the best use of the money spent. It is determined that Lucent Landscape (\$28,500/Contract Term), SBC Outdoor Lighting (\$23,560.50/Contract Term), and the Lighting Authority (\$27,384/Contract Term) as the top 3 contenders.

Tracey Williams notes that SBC Outdoor is an Ohio-based company and it is a bad look for a city to pick an out of state vendor for a project like this, regardless of the price. The Lighting Authority's price only is for the basic amenities, and any additional enhancements pushes the total price to \$38,844/Contract Term. Lucent Landscape, being the incumbent, has a reputation with city staff and the DDA Board already, and Juan is allowed to speak again, clarifying some points that were brought up during the meeting and how he will work with staff to ensure more variety of lights around city hall, instead of doing the same colors year after year.

After discussion, Kelly Garrett makes a motion to accept Lucent Landscape and Lighting's proposal at \$28,500/Contract Term. Tracey Williams seconds. The motion passes unanimously.

6:57 PM DDA Director Report

Janet Bloom presents – DDA staff have been meeting with business and property owners for the Recast program as well as having a one-on-one meeting with Ilana Preuss of the Recast Program talking about the cities Action Plan. We will be circling back with attendees of the Southfield Chamber of Commerce event and getting information from property owners in the city.

Master Plan: Giffels Webster will be providing an update on the Master Plan at the September Planning Commission meeting.

Property Updates: Bro's Eatery - 28851 Southfield Road – Received Certificate of Occupancy.

Havana Tacos is now open.

Available lease location: 28801 Southfield Road #300, Lathrup Village, MI 48076. Was formerly the Bellviso Global Aesthetics.

Special Land Use Application: 28939 Southfield Road, Lathrup Village, MI 48076 (Exxon Gas Station) was reviewed by Planning Commission on August 18. The application was to add a liquor license for the establishment. Their recommendation was to not approve the SLU due to "lack of demonstration of need". The recommendation forwards to the City Council for their meeting on September 21.

27300 Southfield Road – Due to lack of movement by property owner to install a barrier wall in alley area that was required from the site plan, the owner has been given 33 days as of 9/15/2026 to comply or risk legal action.

RFQ/RFP: The RFQ for the DDA Owner Parcel Development is due October 6 at 2pm. The RFQ's for Snow Removal and 11 Mile Road Maintenance are due back October 12 at noon. These three RFQ responses will be prepared for the October DDA Board meeting.

Placemaking and Public Spaces (ARPA): The City Council at a special meeting on August 31, approved the funding for the Municipal Park

playground project. ARPA Q1 and Q2 reports were completed and submitted to MSOC.

Tree Committee: Staff submitted a Michigan DNR DTE Energy Tree Planting grant on September 14 on behalf of the Tree Committee. This grant is for \$4,000, requiring a \$4,000 match. The match accepts volunteer hours attributed to the project, which was calculated for tree installation over two event days. Five trees in each of the eight species requested would supply Lathrup Village 40 additional trees in and around our parks. If awarded, two dates for planting the 7-gallon container trees would be scheduled in Spring and Fall and a call for volunteers would be made.

7:15 PM Public Comment

John Sousanis asks the DDA Board to invest more into the public parks, specifically municipal park. Municipal Park is in the DDA District, and the DDA Board has an obligation to help with its upkeep. He adds that the Communication Committee sent out a survey to all residents and businesses in the city limits, and they will share any and all data collected by this survey to all boards and commissions.

7:17 PM Board Member Comments

Alex Green asks about the SLU and for context. Janet Bloom explains that the applicant was denied due to not demonstrating a “need”. Mayor Pro Tem Garrett provides additional context about how the gas station is known to City Council for not playing by the rules in the past (selling liquor without a license), citing a 2012/2013 issue that led to a “show cause” hearing in front of City Council, where they attempted to circumvent the issue with a late Special Land Use application.

1:20 PM: Adjournment

Kelly Garrett makes a motion to adjourn. Charlotte Jones seconds. Motion passes unanimously. Meeting adjourned.

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	09/30/2026	MONTH 09/30/2026	BALANCE	
			(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USE
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS)						
Revenues						
Dept 000.000						
494-000.000-407.000	TIFA-CAPTURE TAXES	470,000.00	422,436.43	5,762.66	47,563.57	89.88
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	1,000.00	470.20	0.00	529.80	47.02
494-000.000-410.000	TAX COLLECTED OTHER	38,000.00	32,900.57	712.41	5,099.43	86.58
494-000.000-415.000	MISCELLANEOUS REVENUE	4,000.00	0.00	0.00	4,000.00	0.00
494-000.000-614.000	MUSIC FEST REV	29,000.00	11,937.88	4,559.88	17,062.12	41.17
494-000.000-665.000	INVESTMENT INTEREST	30,000.00	4,882.89	0.00	25,117.11	16.28
Total Dept 000.000		572,000.00	472,627.97	11,034.95	99,372.03	82.63
TOTAL REVENUES		572,000.00	472,627.97	11,034.95	99,372.03	82.63
Expenditures						
Dept 000.000						
494-000.000-701.000	SALARIES FULL-TIME	184,736.00	33,073.74	5,754.78	151,662.26	17.90
494-000.000-702.000	SALARIES PART-TIME	0.00	843.62	371.25	(843.62)	100.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	18,500.00	3,591.81	715.92	14,908.19	19.42
494-000.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	9,250.00	1,947.07	574.22	7,302.93	21.05
494-000.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	15,000.00	4,269.15	1,423.05	10,730.85	28.46
494-000.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	19,000.00	5,587.10	3,949.04	13,412.90	29.41
494-000.000-723.000	RETIREE HEALTH CARE - OPEB	1,500.00	397.98	132.66	1,102.02	26.53
494-000.000-726.000	OFFICE SUPPLIES	3,500.00	571.74	0.00	2,928.26	16.34
494-000.000-804.500	PERMIT TECH SERVICES	0.00	1,912.50	0.00	(1,912.50)	100.00
494-000.000-810.000	AUDITING & ACCOUNTING	1,000.00	0.00	0.00	1,000.00	0.00
494-000.000-822.000	LEGAL SERVICES	900.00	1,657.50	0.00	(757.50)	184.17
494-000.000-844.000	MAIN STREET PROGRAM	12,500.00	0.00	0.00	12,500.00	0.00
494-000.000-845.000	STREETSCAPING	19,500.00	0.00	0.00	19,500.00	0.00
494-000.000-846.000	MUSIC FESTIVAL EXP	10,000.00	18,759.44	12,624.45	(8,759.44)	187.59
494-000.000-882.000	PLANNING/CONSULTING FEES	20,000.00	7,136.25	2,276.25	12,863.75	35.68
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	240.00	0.00	1,760.00	12.00
494-000.000-901.000	POSTAGE FEES	250.00	0.00	0.00	250.00	0.00
494-000.000-910.000	PROFESSIONAL DEVELOPMENT / TRAINING	2,500.00	250.00	0.00	2,250.00	10.00
494-000.000-915.000	MEMBERSHIPS	500.00	250.00	250.00	250.00	50.00
494-000.000-933.000	REPAIRS & MAINTENANCE	64,500.00	17,782.63	4,078.00	46,717.37	27.57
494-000.000-941.000	CONTINGENCY	66,864.00	0.00	0.00	66,864.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	24,000.00	3,487.69	0.00	20,512.31	14.53
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	40,000.00	0.00	0.00	40,000.00	0.00
494-000.000-970.000	CAPITAL EXPENDITURE	26,000.00	1,742.42	0.00	24,257.58	6.70
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		572,000.00	103,500.64	32,149.62	468,499.36	18.09
TOTAL EXPENDITURES		572,000.00	103,500.64	32,149.62	468,499.36	18.09
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS):						
TOTAL REVENUES		572,000.00	472,627.97	11,034.95	99,372.03	82.63
TOTAL EXPENDITURES		572,000.00	103,500.64	32,149.62	468,499.36	18.09
NET OF REVENUES & EXPENDITURES		0.00	369,127.33	(21,114.67)	(369,127.33)	100.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-001.006 FLAGSTAR (POOLED) CASH-CHECKING						
Journal CD: CD						
160521	09/01/2026	Check: FPOOL 221	221(A)	Multiple		1,912.50
160524	09/01/2026	Check: FPOOL 224	224(A)	Multiple		4,599.00
160767	09/15/2026	Check: FPOOL 52997	52997	Multiple		132.66
160769	09/15/2026	Check: FPOOL 52999	52999	Multiple		400.00
160797	09/15/2026	Check: FPOOL 53027	53027	494-000.000-202.000		250.00
160854	09/15/2026	Check: FPOOL 53042	53042	Multiple		1,730.69
160838	09/16/2026	Check: FPOOL 229	229(A)	Multiple		457.63
160842	09/16/2026	Check: FPOOL 233	233(A)	Multiple		4,860.00
160847	09/16/2026	Check: FPOOL 238	238(A)	Multiple		3,487.29
161106	09/30/2026	Check: FPOOL 53053	53053	Multiple		250.00
161112	09/30/2026	Check: FPOOL 53059	53059	494-000.000-202.000		45.00
161115	09/30/2026	Check: FPOOL 53062	53062	494-000.000-202.000		172.50
161119	09/30/2026	Check: FPOOL 53066	53066	494-000.000-202.000		97.50
161122	09/30/2026	Check: FPOOL 53069	53069	494-000.000-202.000		1,775.26
161125	09/30/2026	Check: FPOOL 53072	53072	494-000.000-202.000		143.15
161132	09/30/2026	Check: FPOOL 53079	53079	494-000.000-202.000		161.25
161134	09/30/2026	Check: FPOOL 53081	53081	Multiple		62.45
161136	09/30/2026	Check: FPOOL 53083	53083	494-000.000-202.000		157.50
161137	09/30/2026	Check: FPOOL 53084	53084	494-000.000-202.000		90.00
Journal Totals					0.00	20,784.38
Journal CR: CR						
160571	09/01/2026	SUMMARY CR: 09/01/2026 LVMF (K		494-000.000-614.000	35.00	
160686	09/10/2026	SUMMARY CR: 09/10/2026 LVMF (K		494-000.000-614.000	70.00	
160897	09/16/2026	SUMMARY CR: 09/16/2026 LVMF (K		494-000.000-614.000	35.00	
160909	09/17/2026	SUMMARY CR: 09/17/2026 LVMF (C		494-000.000-614.000	1,644.00	
160973	09/23/2026	SUMMARY CR: 09/23/2026 LVMF (C		494-000.000-614.000	80.00	
Journal Totals					1,864.00	0.00
Journal DTDF: DUE TO/DUE FROM						
160868	09/15/2026	TAX DISTRIBUTION (THRU 09/15/2	18751	Multiple	6,475.07	
Journal Totals					6,475.07	0.00
Journal GJ: GJ						
160964	09/13/2026	MISSION SQUARE 803046	18784	Multiple		114.85
160708	09/14/2026	SQUARE VERIFY	18741	494-000.000-614.000	0.01	
160709	09/14/2026	SQUARE	18742	494-000.000-040.000	1,678.44	
160872	09/16/2026	CASH SWEEP/POOL & MBIA CLASS	18754	Multiple		121,970.59
160923	09/18/2026	SQUARE VERIFY	18767	494-000.000-614.000	0.01	
160981	09/24/2026	SQUARE VERIFY	18788	494-000.000-614.000	0.01	
160982	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18789	494-000.000-040.000		1,195.86
160983	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18790	494-000.000-040.000	1,195.86	
160984	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18791	494-000.000-040.000	1,195.86	
160986	09/24/2026	CASH SWEEP/POOL & MBIA CLASS	18793	Multiple	4,802.12	
160991	09/24/2026	TO REVERSE MANUAL JOURNAL ENTR	18795	494-000.000-614.000		0.01
161026	09/28/2026	MERS POSTING-PD DEFINED BENEF	18806	Multiple		1,423.05
161177	09/30/2026	EMPOWER-ADMIN WITH FORFEITURE	18811	Multiple		482.32
161179	09/30/2026	EMPOWER-MGT	18813	Multiple		91.90
161185	09/30/2026	CASH SWEEP/POOL & MBIA CLASS	18817	Multiple	4,951.89	
Journal Totals					13,824.20	125,278.58
Journal PR: Payroll						
160962	09/13/2026	Week 39-Pay Date 09/25/2026	18782	Multiple		83.06
160962	09/13/2026	Week 39-Pay Date 09/25/2026	18782	Multiple		6,581.59
Journal Totals					0.00	6,664.65
Totals for 494-000.000-001.006					22,163.27	152,727.61
Balance 09/01/26:				130,564.34		
Net Change:				(130,564.34)		
Balance 09/30/26:				0.00		
494-000.000-016.006 MBIA CLASS TRUST (POOLED) CASH						
Journal GJ: GJ						
160872	09/16/2026	CASH SWEEP/POOL & MBIA CLASS	18754	Multiple	121,970.59	
160986	09/24/2026	CASH SWEEP/POOL & MBIA CLASS	18793	Multiple		4,802.12
161185	09/30/2026	CASH SWEEP/POOL & MBIA CLASS	18817	Multiple		4,951.89
Journal Totals					121,970.59	9,754.01
Totals for 494-000.000-016.006					121,970.59	9,754.01
Balance 09/01/26:				1,069,449.70		
Net Change:				112,216.58		
Balance 09/30/26:				1,181,666.28		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-040.000 ACCOUNTS RECEIVABLE-OTHERS						
Journal GJ: GJ						
160709	09/14/2026	SQUARE	18742	494-000.000-001.006		1,678.44
160982	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18789	494-000.000-001.006	1,195.86	
160983	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18790	494-000.000-001.006		1,195.86
160984	09/24/2026	SQUARE-MUSIC FEST SALES RECEIV	18791	494-000.000-001.006		1,195.86
Journal Totals					2,391.72	4,070.16
Journal MRB: Misc Receivables Billing						
159103	09/12/2026	SUMMARY MRB 09/12/2026		494-000.000-614.000	1,500.00	
Journal Totals					1,500.00	0.00
Totals for 494-000.000-040.000					3,891.72	4,070.16
Balance 09/01/26:				178.44		
Net Change:				(178.44)		
Balance 09/30/26:				0.00		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
160000	09/01/2026	BLUE CARE NETWORKVnd: BLUECARE	262200048717	Multiple		132.66
160002	09/01/2026	BLUE CARE NETWORKVnd: BLUECARE	262200030781	Multiple		3,949.04
160755	09/01/2026	MICHIGAN DOWNTOWN ASSOC.Vnd: M	4030	494-000.000-915.000		250.00
159694	09/12/2026	TDMKVnd: TDMK Invoice: 07.19.2	07.19.2026	494-000.000-846.000		495.00
160006	09/12/2026	BRENDONLINSLEYMUSIC LLCVnd: BL	08.11.26 20F2	494-000.000-846.000		600.00
160021	09/12/2026	CREATIVE WARDVnd: CREATIVE W I	08.11.26	494-000.000-846.000		150.00
160022	09/12/2026	DANIEL COXVnd: DANIELCOX Invoi	08.11.26 20F2	494-000.000-846.000		400.00
160036	09/12/2026	GARRETT EVANSVnd: G EVANS Invo	08.03.26 20F2	494-000.000-846.000		300.00
160038	09/12/2026	GLENNWOOD HAYESVnd: GHAYES Inv	08.11.26	494-000.000-846.000		500.00
160046	09/12/2026	LAUREN BERASVnd: LAUREN BER In	08.11.26	494-000.000-846.000		1,486.29
160052	09/12/2026	PHILLIP CLEMONSVnd: PHILLIPCLE	08.11.26 20F2	494-000.000-846.000		400.00
160056	09/12/2026	SMILE TIME EVENTSVnd: SMILE TI	26003 20F2	494-000.000-846.000		287.50
160057	09/12/2026	TDMKVnd: TDMK Invoice: 07.19.2	07.19.2026 20F2	494-000.000-846.000		495.00
160058	09/12/2026	THORNETTA DAVIS-ANDERSONVnd: T	08.11.26 20F2	494-000.000-846.000		1,500.00
160060	09/12/2026	ULTIMATE BOOM PARTY RENTAL LLC	2026-12-09 20F2	494-000.000-846.000		437.50
160061	09/12/2026	WAYNE GERARD MILTONVnd: WAYNEM	08.11.26	494-000.000-846.000		750.00
160432	09/12/2026	ANGELA COURTNEYVnd: ANGELA COU	12.31.26 20F2	494-000.000-846.000		600.00
160442	09/12/2026	NV RENTALS, INC.Vnd: NV RENTAL	2765 20F2	494-000.000-846.000		812.50
160452	09/12/2026	TDMKVnd: TDMK Invoice: 07.19.2	07.19.26	494-000.000-846.000		118.50
161070	09/12/2026	ELLEN GREENIAVnd: E GREENIA In	09.16.26.6	494-000.000-846.000		45.00
161073	09/12/2026	ERVINELE PEARSONVnd: ERVINELE	09.16.26.1	494-000.000-846.000		172.50
161076	09/12/2026	JULIE WHITEVnd: JULIEW Invoice	09.16.26.5	494-000.000-846.000		97.50
161092	09/12/2026	SEAN FISHERVnd: SEANF Invoice:	09.16.26.3	494-000.000-846.000		161.25
161095	09/12/2026	TREVON BURRELLVnd: TREVONB Inv	09.16.26.4	494-000.000-846.000		157.50
161096	09/12/2026	TYLER MORGANVnd: TAYLORM Invoi	09.16.26.2	494-000.000-846.000		90.00
161094	09/14/2026	STANDARD INSURANCE COMPANYVnd:	09.14.26	Multiple		62.45
160727	09/15/2026	CLIFTON GRANTVnd: GRANT Invoic	09.15.26.3	Multiple		400.00
161156	09/21/2026	PARADISE GARDEN LANDSCAPINGVnd	3232	494-000.000-933.000		1,352.00
161155	09/22/2026	PARADISE GARDEN LANDSCAPINGVnd	3231	494-000.000-933.000		1,061.00
161152	09/23/2026	GIFFELS-WEBSTER ENG INCVnd: GW	138708	Multiple		2,276.25
161079	09/25/2026	LAUREN BERASVnd: LAUREN BER In	09.25.26	494-000.000-846.000		1,775.26
161083	09/25/2026	MICHIGAN DEPARTMENT OF TREASUR	09.25.26	494-000.000-846.000		143.15
161157	09/25/2026	PARADISE GARDEN LANDSCAPINGVnd	3233	494-000.000-933.000		265.00
161158	09/25/2026	PARADISE GARDEN LANDSCAPINGVnd	3234	494-000.000-933.000		1,400.00
161061	09/30/2026	CLIFTON GRANTVnd: GRANT Invoic	09.30.26.2	Multiple		250.00
Journal Totals					0.00	23,372.85
Journal CD: CD						
160521	09/01/2026	Check: FPOOL 221	221(A)	Multiple	1,912.50	
160524	09/01/2026	Check: FPOOL 224	224(A)	Multiple	4,599.00	
160767	09/15/2026	Check: FPOOL 52997	52997	Multiple	132.66	
160769	09/15/2026	Check: FPOOL 52999	52999	Multiple	400.00	
160797	09/15/2026	Check: FPOOL 53027	53027	494-000.000-001.006	250.00	
160854	09/15/2026	Check: FPOOL 53042	53042	Multiple	1,730.69	
160838	09/16/2026	Check: FPOOL 229	229(A)	Multiple	457.63	
160842	09/16/2026	Check: FPOOL 233	233(A)	Multiple	4,860.00	
160847	09/16/2026	Check: FPOOL 238	238(A)	Multiple	3,487.29	
161106	09/30/2026	Check: FPOOL 53053	53053	Multiple	250.00	
161112	09/30/2026	Check: FPOOL 53059	53059	494-000.000-001.006	45.00	
161115	09/30/2026	Check: FPOOL 53062	53062	494-000.000-001.006	172.50	
161119	09/30/2026	Check: FPOOL 53066	53066	494-000.000-001.006	97.50	
161122	09/30/2026	Check: FPOOL 53069	53069	494-000.000-001.006	1,775.26	
161125	09/30/2026	Check: FPOOL 53072	53072	494-000.000-001.006	143.15	
161132	09/30/2026	Check: FPOOL 53079	53079	494-000.000-001.006	161.25	
161134	09/30/2026	Check: FPOOL 53081	53081	Multiple	62.45	
161136	09/30/2026	Check: FPOOL 53083	53083	494-000.000-001.006	157.50	
161137	09/30/2026	Check: FPOOL 53084	53084	494-000.000-001.006	90.00	
Journal Totals					20,784.38	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Totals for 494-000.000-202.000					20,784.38	23,372.85
Balance 09/01/26:				2,820.99		
Net Change:				2,588.47		
Balance 09/30/26:				5,409.46		
494-000.000-407.000 TIFA-CAPTURE TAXES						
Journal DTDF: DUE TO/DUE FROM						
160868	09/15/2026	TAX DISTRIBUTION (THRU 09/15/2 18751		Multiple		5,762.66
Journal Totals					0.00	5,762.66
Totals for 494-000.000-407.000					0.00	5,762.66
Balance 09/01/26:				416,673.77		
Net Change:				5,762.66		
Balance 09/30/26:				422,436.43		
494-000.000-410.000 TAX COLLECTED OTHER						
Journal DTDF: DUE TO/DUE FROM						
160868	09/15/2026	TAX DISTRIBUTION (THRU 09/15/2 18751		Multiple		712.41
Journal Totals					0.00	712.41
Totals for 494-000.000-410.000					0.00	712.41
Balance 09/01/26:				32,188.16		
Net Change:				712.41		
Balance 09/30/26:				32,900.57		
494-000.000-614.000 MUSIC FEST REV						
Journal CR: CR						
160571	09/01/2026	SUMMARY CR: 09/01/2026 LVMF (K		494-000.000-001.006		35.00
160686	09/10/2026	SUMMARY CR: 09/10/2026 LVMF (K		494-000.000-001.006		70.00
160897	09/16/2026	SUMMARY CR: 09/16/2026 LVMF (K		494-000.000-001.006		35.00
160909	09/17/2026	SUMMARY CR: 09/17/2026 LVMF (C		494-000.000-001.006		1,644.00
160973	09/23/2026	SUMMARY CR: 09/23/2026 LVMF (C		494-000.000-001.006		80.00
Journal Totals					0.00	1,864.00
Journal GJ: GJ						
160961	09/12/2026	SQUARE-MUSIC FESTIVAL SALES 18781		494-000.000-040.000		1,195.86
160708	09/14/2026	SQUARE VERIFY 18741		494-000.000-001.006		0.01
160923	09/18/2026	SQUARE VERIFY 18767		494-000.000-001.006		0.01
160981	09/24/2026	SQUARE VERIFY 18788		494-000.000-001.006		0.01
160991	09/24/2026	TO REVERSE MANUAL JOURNAL ENTR 18795		494-000.000-001.006	0.01	
Journal Totals					0.01	1,195.89
Journal MRB: Misc Receivables Billing						
159103	09/12/2026	SUMMARY MRB 09/12/2026		494-000.000-040.000		1,500.00
Journal Totals					0.00	1,500.00
Totals for 494-000.000-614.000					0.01	4,559.89
Balance 09/01/26:				7,378.00		
Net Change:				4,559.88		
Balance 09/30/26:				11,937.88		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
160962	09/13/2026	Week 39-Pay Date 09/25/2026 18782		Multiple	5,754.78	
Journal Totals					5,754.78	0.00
Totals for 494-000.000-701.000					5,754.78	0.00
Balance 09/01/26:				27,318.96		
Net Change:				5,754.78		
Balance 09/30/26:				33,073.74		
494-000.000-702.000 SALARIES PART-TIME						
Journal PR: Payroll						
160962	09/13/2026	Week 39-Pay Date 09/25/2026 18782		Multiple	371.25	
Journal Totals					371.25	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-702.000 SALARIES PART-TIME						
Totals for 494-000.000-702.000					371.25	0.00
Balance 09/01/26:				472.37		
Net Change:				371.25		
Balance 09/30/26:				843.62		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
161094	09/14/2026	STANDARD INSURANCE COMPANYEMPL	09.14.26	Multiple	62.45	
Journal Totals					62.45	0.00
Journal GJ: GJ						
160964	09/13/2026	MISSION SQUARE 803046	18784	Multiple	114.85	
Journal Totals					114.85	0.00
Journal PR: Payroll						
160962	09/13/2026	Week 39-Pay Date 09/25/2026	18782	Multiple	455.56	
160962	09/13/2026	Week 39-Pay Date 09/25/2026	18782	Multiple	83.06	
Journal Totals					538.62	0.00
Totals for 494-000.000-703.000					715.92	0.00
Balance 09/01/26:				2,875.89		
Net Change:				715.92		
Balance 09/30/26:				3,591.81		
494-000.000-716.000 DEFINED CONTRIBUTION PENSION PLAN EXP						
Journal GJ: GJ						
161177	09/30/2026	EMPOWER-ADMIN WITH FORFEITURE	18811	Multiple	482.32	
161179	09/30/2026	EMPOWER-MGT	18813	Multiple	91.90	
Journal Totals					574.22	0.00
Totals for 494-000.000-716.000					574.22	0.00
Balance 09/01/26:				1,372.85		
Net Change:				574.22		
Balance 09/30/26:				1,947.07		
494-000.000-717.000 DEFINED BENEFIT PENSION PLAN CONTRIBUTIO						
Journal GJ: GJ						
161026	09/28/2026	MERS POSTING-PD DEFINED BENEF	18806	Multiple	1,423.05	
Journal Totals					1,423.05	0.00
Totals for 494-000.000-717.000					1,423.05	0.00
Balance 09/01/26:				2,846.10		
Net Change:				1,423.05		
Balance 09/30/26:				4,269.15		
494-000.000-718.000 HEALTH INSURANCE PREMIUMS (CURRENT EMPL)						
Journal AP: AP						
160002	09/01/2026	BLUE CARE NETWORKSUBGROUP 1	262200030781	Multiple	3,949.04	
Journal Totals					3,949.04	0.00
Totals for 494-000.000-718.000					3,949.04	0.00
Balance 09/01/26:				1,638.06		
Net Change:				3,949.04		
Balance 09/30/26:				5,587.10		
494-000.000-723.000 RETIREE HEALTH CARE - OPEB						
Journal AP: AP						
160000	09/01/2026	BLUE CARE NETWORKSUBGROUP 3	262200048717	Multiple	132.66	
Journal Totals					132.66	0.00
Totals for 494-000.000-723.000					132.66	0.00
Balance 09/01/26:				265.32		
Net Change:				132.66		
Balance 09/30/26:				397.98		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-846.000 MUSIC FESTIVAL EXP						
Journal AP: AP						
159694	09/12/2026	TDMKMUSIC FESTIVAL EXP	07.19.2026	494-000.000-202.000	495.00	
160006	09/12/2026	BRENDONLINSLEYMUSIC LLCMUSIC F	08.11.26 2OF2	494-000.000-202.000	600.00	
160021	09/12/2026	CREATIVE WARDMUSIC FESTIVAL EX	08.11.26	494-000.000-202.000	150.00	
160022	09/12/2026	DANIEL COXMUSIC FESTIVAL EXP	08.11.26 2OF2	494-000.000-202.000	400.00	
160036	09/12/2026	GARRETT EVANSMUSIC FESTIVAL EX	08.03.26 2OF2	494-000.000-202.000	300.00	
160038	09/12/2026	GLENNWOOD HAYESMUSIC FESTIVAL	08.11.26	494-000.000-202.000	500.00	
160046	09/12/2026	LAUREN BERASMUSIC FESTIVAL EXP	08.11.26	494-000.000-202.000	1,486.29	
160052	09/12/2026	PHILLIP CLEMONSMUSIC FESTIVAL	08.11.26 2OF2	494-000.000-202.000	400.00	
160056	09/12/2026	SMILE TIME EVENTSMUSIC FESTIVA	26003 2OF2	494-000.000-202.000	287.50	
160057	09/12/2026	TDMKMUSIC FESTIVAL EXP	07.19.2026 2OF2	494-000.000-202.000	495.00	
160058	09/12/2026	THORNETTA DAVIS-ANDERSONMUSIC	08.11.26 2OF2	494-000.000-202.000	1,500.00	
160060	09/12/2026	ULTIMATE BOOM PARTY RENTAL LLC	2026-12-09 2OF2	494-000.000-202.000	437.50	
160061	09/12/2026	WAYNE GERARD MILTONMUSIC FESTI	08.11.26	494-000.000-202.000	750.00	
160432	09/12/2026	ANGELA COURTNEYMUSIC FESTIVAL	12.31.26 2OF2	494-000.000-202.000	600.00	
160442	09/12/2026	NV RENTALS, INC.MUSIC FESTIVAL	2765 2OF2	494-000.000-202.000	812.50	
160452	09/12/2026	TDMKMUSIC FESTIVAL EXP	07.19.26	494-000.000-202.000	118.50	
161070	09/12/2026	ELLEN GREENIAMUSIC FESTIVAL EX	09.16.26.6	494-000.000-202.000	45.00	
161073	09/12/2026	ERVINELE PEARSONMUSIC FESTIVAL	09.16.26.1	494-000.000-202.000	172.50	
161076	09/12/2026	JULIE WHITEMUSIC FESTIVAL EXP	09.16.26.5	494-000.000-202.000	97.50	
161092	09/12/2026	SEAN FISHERMUSIC FESTIVAL EXP	09.16.26.3	494-000.000-202.000	161.25	
161095	09/12/2026	TREVON BURRELLMUSIC FESTIVAL E	09.16.26.4	494-000.000-202.000	157.50	
161096	09/12/2026	TYLER MORGANMUSIC FESTIVAL EXP	09.16.26.2	494-000.000-202.000	90.00	
160727	09/15/2026	CLIFTON GRANTMUSIC FESTIVAL EX	09.15.26.3	Multiple	400.00	
161079	09/25/2026	LAUREN BERASMUSIC FESTIVAL EXP	09.25.26	494-000.000-202.000	1,775.26	
161083	09/25/2026	MICHIGAN DEPARTMENT OF TREASUR	09.25.26	494-000.000-202.000	143.15	
161061	09/30/2026	CLIFTON GRANTMUSIC FESTIVAL EX	09.30.26.2	Multiple	250.00	
Journal Totals					12,624.45	0.00
Totals for 494-000.000-846.000					12,624.45	0.00
Balance 09/01/26:				6,134.99		
Net Change:				12,624.45		
Balance 09/30/26:				18,759.44		
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
161152	09/23/2026	GIFFELS-WEBSTER ENG INCDDA <\$2	138708	Multiple	2,276.25	
Journal Totals					2,276.25	0.00
Totals for 494-000.000-882.000					2,276.25	0.00
Balance 09/01/26:				4,860.00		
Net Change:				2,276.25		
Balance 09/30/26:				7,136.25		
494-000.000-915.000 MEMBERSHIPS						
Journal AP: AP						
160755	09/01/2026	MICHIGAN DOWNTOWN ASSOC.MEMBER	4030	494-000.000-202.000	250.00	
Journal Totals					250.00	0.00
Totals for 494-000.000-915.000					250.00	0.00
Balance 09/01/26:				0.00		
Net Change:				250.00		
Balance 09/30/26:				250.00		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
161156	09/21/2026	PARADISE GARDEN LANDSCAPINGREP	3232	494-000.000-202.000	1,352.00	
161155	09/22/2026	PARADISE GARDEN LANDSCAPINGREP	3231	494-000.000-202.000	1,061.00	
161157	09/25/2026	PARADISE GARDEN LANDSCAPINGREP	3233	494-000.000-202.000	265.00	
161158	09/25/2026	PARADISE GARDEN LANDSCAPINGREP	3234	494-000.000-202.000	1,400.00	
Journal Totals					4,078.00	0.00
Totals for 494-000.000-933.000					4,078.00	0.00
Balance 09/01/26:				13,704.63		
Net Change:				4,078.00		
Balance 09/30/26:				17,782.63		

Fund 494 DDA CONSTRUCTION FUND (CAPITAL PROJECTS)

GL Number	Description	Balance
*** Assets ***		
494-000.000-016.006	MBIA CLASS TRUST (POOLED) CASH	1,181,666.28
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	18,795.87
494-000.000-141.001	INFRASTRUCTURE	1,080,071.69
494-000.000-177.000	NON DEPRECIABLE-CAPITAL ASSETS	73,631.00
494-000.000-177.001	DEPRECIABLE ASSETS	75,432.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(340,808.22)
Total Assets		2,088,788.87
*** Liabilities ***		
494-000.000-202.000	ACCOUNTS PAYABLE	5,409.46
494-000.000-295.000	DEFERRED REVENUE-PERSONAL PRO	18,795.87
Total Liabilities		24,205.33
*** Fund Balance ***		
494-000.000-370.000	FUND BALANCE-NONSPENDABLE PREPAID	1,504.40
494-000.000-390.000	FUND BALANCE-UNASSIGNED	733,078.60
494-000.000-391.000	FUND BALANCE-NET INVESTMENT IN CA	888,327.00
Total Fund Balance		1,622,910.00
Beginning Fund Balance - 25-26		1,622,910.00
Net of Revenues VS Expenditures - 25-26		72,546.21
*25-26 End FB/26-27 Beg FB		1,695,456.21
Net of Revenues VS Expenditures - Current Year		369,127.33
Ending Fund Balance		2,064,583.54
Total Liabilities And Fund Balance		2,088,788.87

* Year Not Closed

DDA Code Enforcement Report March 2021

Item 5B.

Address	Property Owner	Violation
27900 EVERGREEN RD	RAINBOW RASCALS LATHRUP VILLAGE LLC	3/11/2021 Dumpster enclosure needs to be cleaned.

54-35. - Dumpsters

Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish removal service. No waste shall be used by business establishments for outside storage by obtaining necessary permits in conformity with the zoning ordinance.

(Code 1991, art. VIII, ch. 4, § 303)

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 controls in a clean and sanitary condition.

Records: 1

Code Enforcement



27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: October 16, 2026
 RE: Flock Camera Lease Renewal – 1 Year Term

Background

The City of Lathrup Village has been using four (4) Flock License Plate Reader (LPR) Cameras since 2024. The Lathrup Village Downtown Development Authority (DDA) has paid for their use since the program inception and installation that year.

The City of Lathrup Village Police Department has found success with the program and supports their continued use. Police Chief Michael Zang is asking the Lathrup Village DDA to continue to provide financial backing to keep this program active for another contract year.

Attached you will find the invoices for this program since its launch. The 2024 invoice was \$15,000. The 2025 invoice initially was \$14,500 but we were credited back \$5,917.81 due to equipment issues. The final total was \$8,582.19 that year. The 2026 quote is \$14,500 for the continued use of the four (4) cameras from October 1, 2026 to September 30, 2027.

The presentation by Sgt. Keith Roberts for the Lathrup Village DDA is also included in this packet. It detailed more information about the Flock program and demonstrated the use of the cameras for cases from January through April 2025. We do know Flock cameras have been used in more cases since then.

Representatives from Flock will be attending the DDA Board meeting Friday, October 16, 2026, to give further information on the program and be available to answer questions.

This agenda item was originally scheduled for the September 18 DDA Board meeting. Due to lack of quorum, that meeting was canceled. A DDA Special meeting was held September 23, 2026, where this agenda item was tabled until the October DDA Board meeting.

Recommendation: To fund the Flock LPR Cameras program at \$14,500.00 from GL#494-000.000-955.000 – Miscellaneous Expenditures, effective from October 1, 2026 to September 30, 2027.

The Lathrup Village Police Department

Introduction into program effectiveness:

Sgt Keith Roberts

flock safety

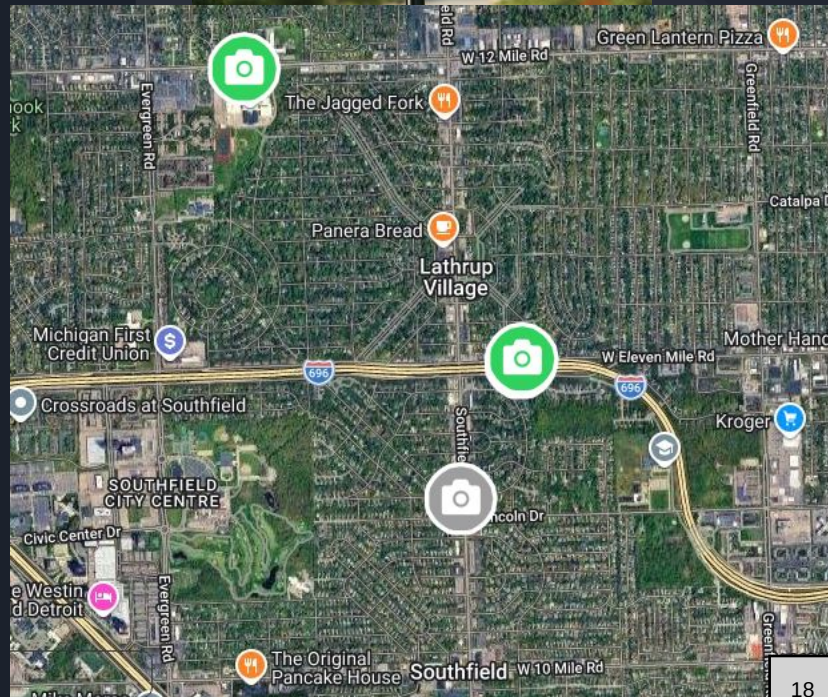
What is Flock?

At its core, Flock Safety builds and operates:

- **License plate reader cameras (ALPRs)**
→ These are cameras mounted on poles or roads that automatically scan passing cars.
- **Vehicle tracking software**
→ The cameras capture details like:
 - License plate number
 - Car make, model, and color
 - Time and location
- **Database + search tools**
→ Law enforcement can search an area for a specific make/model/color and develop a suspect in a crime that had just occurred.
- **ALERT function** notifies Law Enforcement when a high priority vehicle is passing through. I.E. Stolen car, felony wanted subject or vehicle, Amber Alert, Missing Person, and Personal Protection Orders or ERPO
- **Custom Hot List** allows investigators/patrol to be notified when a wanted vehicle is passing through the city in order to stop and ID the occupants in furtherance of a criminal investigation.



Item 7A.



FLOCK AIDING LVPD INVESTIGATIONS AND PATROL

Individual Police Departments must approve and grant permission to the LVPD to access their Flock cameras. LVPD has access to thousands of cameras nation wide. These help Detectives track suspects who come in/out from out of state like theft groups (SATG), traveling scam artists, fraudsters, and wanted subjects with active Lathrup Village arrest warrants evading arrest.

MI LEIN

4/12/2026 at 11:38:22 AM
4 hours ago

NCIC - Stolen Vehicle

Plate

Source Entry Details

F 0 RD, EPD

Device

F#002 W 11 Mile @ Lathrup Blvd WB 3,4

Estimated Location

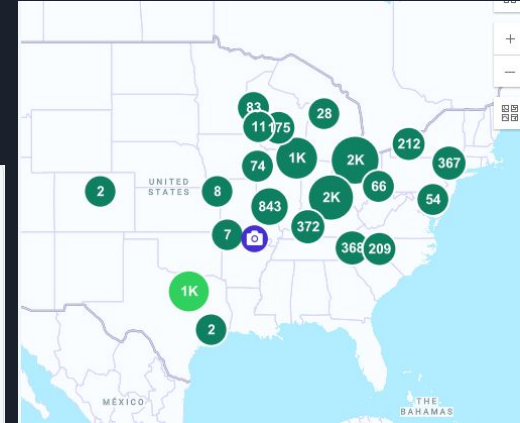
17455 W Eleven Mile Rd, Lathrup Village, Michigan 48076, US

Search Nearby Video

Mark Outcome

Open Map

Comments

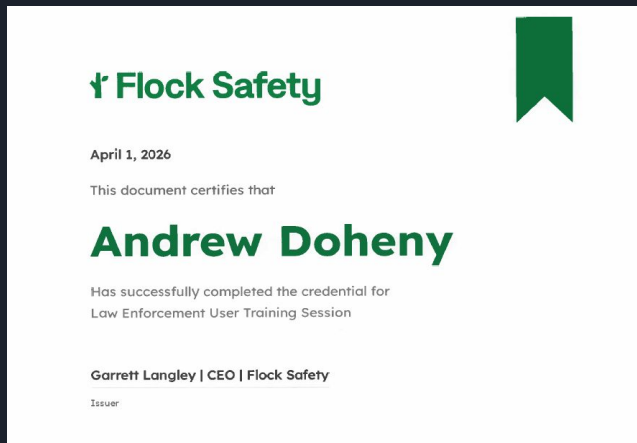


TRAINING AND POLICY

1.) Each Officer must review and sign the Policy regarding ALPR.

2.) Officers must take the required training before being granted access to use the system. Personal use of the system is strictly forbidden.

- Law Enforcement User Training Session
- Law Enforcement - Alerts Cert
- Law Enforcement - Search Cert
- Flock Mobile Application



Item 7A.

Lathrup Village Police Department

Chief of Police
Scott McKee

General Order	SUBJECT	Number of Pages	
24.04	Automated License Plate Readers	7	
<i>*This Directive Supersedes All Previously Issued Correspondence Relative To This Topic*</i>			
MLEAC Standards:		Effective Date	Revised Date
		05/17/24	

1. PURPOSE

1.1 The purpose of this policy is to provide guidance for the capture, storage, and use of digital data obtained through the use of Automated License Plate Reader (ALPR) Technology to solve crime.

2. POLICY

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition, provides automated detection of license plates. ALPRs are used by the Lathrup Village Police Department to link data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. ALPRs may also be used to gather information related to active warrants, homeland security advisories and bulletins, electronic surveillance, suspect interdiction, and stolen property recovery. It is the intent of the Department to ensure that the access and use of ALPR data is consistent with respect for individuals' privacy and civil liberties. It is also the policy of the Lathrup Village Police Department not to contribute to the criminalization of poverty. As such, ALPR technology will not be used for traffic enforcement, or the enforcement of civil judgements and immigration laws.

OVERSIGHT AND AUDITS

10. ALPR DETECTION BROWSING AUDITS

A. It is the responsibility of the Chief of Police or their designee to conduct an annual audit of the ALPR detection browsing inquiries, including an audit sampling of the ALPR system utilization from the previous 12 months to verify proper use in accordance with the authorized uses of the system. The audit shall randomly select a substantial sampling of the inquiries and determine if each inquiry meets the requirements established by policy.

B. The audit shall be documented in an internal report to the Chief of Police. The report shall include any data errors found and any violations of this policy.



To: Chief Zang

From: Sergeant Roberts

RE: 2025 Flock Audit

Date: 3/27/2026

This memo is to serve as an annual audit of the Automated License Plate Readers (ALPR) or "Flock" for the year 2025 per General Order 24.04. Flock is used in a variety of capacities in Law Enforcement. Flock assists in the apprehension of high priority vehicles traveling through the city as well as aiding in the investigations of crimes that occur within the city. The program has led to numerous traffic stops that end in arrests as well as arrest warrants issued by the Oakland County Prosecutors Office through investigations.

The Lathrup Village Police Department has established policies and procedures, along with training, to ensure public trust and the proper use of the system. The LVPD conducts annual audits of the ALPR detection browsing inquiries. The audit shall randomly select a substantial sampling of the inquiries and determine if each inquiry meets the requirements established by policy.

In the year 2025, Officers from the Lathrup Village Police Department conducted a total of 1309 searches. The search is categorized by the name of the Officer, cameras searched, time frame to be searched, license plate, reason for search, case #, and date/time stamp of when it was run. A random audit of 10% of these searches was conducted. Ten (10) searches were chosen at random per month and reviewed to verify proper procedure was followed. A list of the searches is attached to this document.

My audit and review of all randomly chosen searches for the 2025 calendar year resulted in no suspicion of improper use of the system. It appears that proper policy and procedures were conducted on the samples chosen. All Officers have taken the proper training class provided by Flock as well.

Sergeant Keith Roberts
Lathrup Village Police Department
Kroberts@lathrupvillage.org
(947)224-0368

SUCCESSFULNESS OF FLOCK

January -April 2025

Item 7A.

25-367

- Traffic altercation road rage at 11 Mile and Southfield Rd.
- An elderly driver got struck in the face by the other driver and fell to the ground. The elderly man's legs were ran over by a passing car.
- Ofc used Flock to identify suspects vehicle. Through an investigation the suspect was identified and an arrest warrant was approved by the Prosecutor's Office (misd assault).
- Investigating Ofc put the suspects vehicle into his "Custom Hot List". Several weeks later, while on patrol, the Ofc got a Flock alert that the vehicle was coming towards the city.
- Ofc found the vehicle parked at Mich 1st Credit Union. Ofc arrested the suspect on the Lathrup Village arrest warrant.

25-384

- Retail fraud at BP Gas Station where multiple suspects, in the same vehicle, stole various expensive bottles of liquor.
- Det. used Flock to identify the vehicle, after it fled the scene (rental).
- Det. sent out a crime bulletin to all area Departments.
- Several jurisdictions had open retail fraud cases on the same suspects and vehicle, but they were not able to identify the plate of the car. (No Flock)
- LVPD was able to ID suspects and submit for arrest warrants, with corroboration from Canton PD and Livonia PD.

25-597

- Flock alert of a stolen vehicle in the city, stolen out of Detroit 6 days prior.
- LVPD Officers boxed in the vehicle at a red light, to prevent a pursuit.
- Driver was arrested and a Lathrup Village warrant was issued for possession of stolen property.

25-716

- Flock alerted to a vehicle whose registered owner was wanted for a felony retail fraud warrant out of Canton.
- Officers stopped the vehicle and identified the driver as the wanted subject.
- Arrestee was turned over to Canton PD.

25-1485

- Flock alert on a vehicle that was wanted out of Royal Oak for Felonious Assault.
- Officers stopped the vehicle without incident and identified the occupants.
- Royal Oak Officers arrived on scene and took possession of the vehicle and the occupants for questioning.

25-2135

- Flock alert on a stolen U-Haul truck in the city.
- Vehicle was stopped without incident and driver was positively identified.
- It was discovered that Southfield PD had an open case on the driver but Southfield PD could not identify the suspects real name, due to him using a fake license at the time of rental.
- Due to LVPD's stop and proper ID of the driver, he was arrested and the vehicle was impounded.

25-5791

- Victim reported one of his business checks was fraudulently made out to suspect and cashed by the suspect, one at the Mich 1st Credit Union.
- Mich 1st provided security pic of the suspects car but plate was unreadable, only able to see the first three digits.
- Detective noted the rear windshield wiper was stuck in the 11 O'clock position on the suspects car.
- Detective used Flock Search feature on cameras in the area, for a black Jeep Grand Cherokee in the timeframe suspect was at Mich 1st.
- Detective found a vehicle with the same rear wiper blade stuck in the same position that passed. Suspect was able to be identified via SOS.
- Arrest warrant was issued.



25-3084

- Flock alert of a vehicle with a stolen license plate in the city.
- Officers stopped the vehicle without incident.
- Through an investigation, it was determined the owner/driver was unaware that his true license plate was stolen and replaced with a different stolen plate (a common MO when stolen vehicles are used in other more severe crimes).
- Due to LVPD's stop and investigation, it prevented a potentially dangerous situation the driver could of been placed in as well as getting his plate into LEIN as stolen before it is used in another crime.

25-4039

- Flock alert on a stolen flatbed trailer with a SC plate, in the city. On the trailer was also a large John Deere tractor.
- Officers located the trailer and tractor parked in the driveway of a residents home.
- Investigation was conducted and it was determined that both the trailer and tractor were stolen.
- Case was turned over to Oakland County Auto Theft for issuance of charges.



25-12162

- A resident walked into the front lobby and presented Officers with an Order for a Mental Health Examination petition.
- The order was signed by the Circuit Court judge and was for the residents wife, who was experiencing a mental health crisis.
- Officers went to the home and attempted to serve the petition to take the subject to the Hospital.
- The subject refused to open the door and refused to go to the Hospital. Officers determined she was not in any immediate danger and without a search warrant, left the home.
- Ofc put the subjects vehicle plate into his Custom Hot List.
- Three days later, Flock alerted the vehicle was heading in the direction of her home.
- Ofc posted down the road from the home and observed her pull into the driveway.
- Ofc took the subject into protective custody after a brief struggle.
- Subject received the proper mental health help at the Hospital and was transferred to a long term care facility.

-This same scenario occurred a few months later where Flock assisted in taking another resident in a mental health crisis into protective custody. She made several attempts to avoid Police and parents.

26-1277

- Flock alert on a stolen vehicle in the city, stolen two weeks prior from a neighboring city.
- Officers located the vehicle and attempted a traffic stop to which the vehicle fled.
- After a brief pursuit Officers were able to safely disable the vehicle by blocking it in at 11 Mile and Southfield Rd.
- The driver was arrested and discovered to have an active warrant for Armed Robbery out of Southfield.
- The passenger was experiencing a drug overdose due to fentanyl and received the necessary medical attention on scene.
- During a search of the vehicle a BB gun, with the orange tip removed and painted black, was located in the back seat. (Potentially prevented another planned armed robbery)

26-2347

- Officers took a report of a stolen credit card being used at Middle Eats.
- Through an investigation and the use of Flock, the suspects vehicle was found.
- The suspect used the stolen credit card in multiple cities throughout Metro Detroit.
- A joint investigation is currently ongoing.

Recently, a bank robbery occurred in a neighboring jurisdiction. Prior to this, this city removed all Flock cameras for their local Police Department to utilize. Oakland County Sheriff and the FBI alerted to us that the suspect's vehicle was just seen on our Lathrup Village Flock camera on 11 Mile Rd and Lathrup Blvd. LVPD Officers, as well as FBI, located the vehicle driving in the city and stopped it on NB Southfield Rd approaching 12 Mile. The suspect was taken into custody.

THANK YOU!

Sgt. Keith Roberts

Patrol Division
Kroberts@lathrupvillage.org
(734)536-4526





INVOICE

Item 7A.

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-39400
Invoice Date: 5/1/2024
Due Date: 5/31/2024
Payment Terms: Net 30
PO#:

Bill To: MI - Lathrup Village PD
27400 Southfield Rd
Lathrup Village, Michigan, 48076

Ship To: MI - Lathrup Village PD
27400 Southfield Rd
Lathrup Village, Michigan 48076

Billing Company Name: MI - Lathrup Village PD
Billing Contact Name:
Billing Email Address:

Payment Terms: Net 30
Contracted Billing Structure: Annual - First Year at Signing

Notes:

ITEMS	QTY	UNIT PRICE	SALES TAX	TOTAL
Flock Safety Falcon ®	4	\$3,000.00	\$0.00	\$12,000.00
Enhanced LPR Upgrade	1	\$2,500.00	\$0.00	\$2,500.00
Professional Services - Standard Implementation Fee	4	\$125.00	\$0.00	\$500.00

Unless otherwise noted on the Order Form, the Term shall commence upon first installation and validation of Flock Hardware.
Link to Location of Services:

Subtotal: \$15,000.00
Sales Tax: \$0.00
Credit: \$0.00
Payments: \$0.00
Balance Due: \$15,000.00

If you have questions about your invoice or need to update your billing contact information, please email billing@flocksafety.com or call 866-901-1781, option 3.



INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-39400
 Invoice Date: 5/1/2024
 Due Date: 5/31/2024
 Payment Terms: Net 30
 PO#:

Payment Remittance Information

Pay by Check:

Payable to: Flock Group Inc
 Memo: INV-39400
 Mail to: PO Box 121923
 Dallas, TX 75312-1923

If paying by check, please include the remittance slip below.

Pay by ACH:

Account Legal Name: Flock Group Inc.
 Account Number: 3302113966
 Account Type: Checking
 Routing / SWIFT Code: 121140399 / SVBKUS6S

If paying by ACH, please include your invoice number in the memo section of the ACH transfer request.

By paying this invoice, I, the customer, agree to the terms and conditions listed at
<https://www.flocksafety.com/terms-and-conditions>

Please be aware that failure to pay the invoice by the due date may result in an interest penalty or disconnection of service, as specified in your contract.

.....
 Detach and Return with Payment

Make Checks Payable to: Flock Group Inc

If sending via Flock Group Inc
 USPS: PO Box 121923
 Dallas, TX 75312-1923

Or

If sending via Flock Group Inc
 UPS, FedEx or 891923
 USPS: 1501 North Plano Rd. ste 100
 Richardson, TX 75081

Account: MI - Lathrup Village PD

Invoice # INV-39400

Amount Due: **\$15,000.00**

Amount Enclosed: \$ _____



INVOICE

Item 7A.

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number INV-76086
Invoice Date: 10/6/2025
Due Date: 11/5/2025
Payment Terms: Net 30
PO#:

Bill To: MI - Lathrup Village PD
27400 Southfield Rd
Lathrup Village, Michigan, 48076

Ship To: MI - Lathrup Village PD
27400 Southfield Rd
Lathrup Village, Michigan 48076

Billing Company Name: MI - Lathrup Village PD
Billing Contact Name: Michael Zang
Billing Email Address: detective@lathrupvillage.org

Payment Terms: Net 30
Contracted Billing Structure: Annual

Renewal - MI - Lathrup Village PD - New Deal: Year 1 of 12 Month Term, 2025 - 2026

Notes: (Concession credit of 5,917.81 applied. Balance due of 8,582.19)

Please note a minor change to our invoices starting February 1, 2025 updating product/SKU names listed in each line item. This change is only to naming conventions and will not affect the products, functionality, or services you receive from Flock Safety. Please update your payment system to reflect these new product/SKU names as needed.

ITEMS	QTY	UNIT PRICE	SALES TAX	TOTAL
Unlimited Vehicle Description Alerts	1	\$0.00	\$0.00	\$0.00
Custom Hot List Deconfliction	1	\$0.00	\$0.00	\$0.00
Custom Hot List Attachments	1	\$0.00	\$0.00	\$0.00
Multi Geo Search	1	\$0.00	\$0.00	\$0.00
Visual Search	1	\$0.00	\$0.00	\$0.00
Convoy Search	1	\$0.00	\$0.00	\$0.00
Enhanced LPR Upgrade	1	\$2,500.00	\$0.00	\$2,500.00
Flock Safety LPR, fka Falcon	4	\$3,000.00	\$0.00	\$12,000.00

If you have questions about your invoice or need to update your billing contact information, please email billing@flocksafety.com or call 866-901-1781, option 3.



INVOICE

Flock Group Inc dba Flock Safety

www.flocksafety.com

Invoice Number INV-76086

Invoice Date: 10/6/2025

Due Date: 11/5/2025

Payment Terms: Net 30

PO#:

Flock Safety Platform	1	\$0.00	\$0.00	\$0.00
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Unless otherwise noted on the Order Form, the Term shall commence upon first installation and validation of Flock Hardware.

Link to Location of Services:

Subtotal: \$14,500.00

Sales Tax: \$0.00

Credit: \$5,917.81

Payments: \$0.00

Balance Due: \$8,582.19

.....
Detach and Return with Payment

Make Checks Payable to: Flock Group Inc

If sending via Flock Group Inc
USPS: PO Box 121923
Dallas, TX 75312-1923

Or

If sending via Flock Group Inc
UPS, FedEx or 891923
USPS: 885 East Collins Boulevard,
Suite 110
Richardson, TX 75081

Account: MI - Lathrup Village PD

Invoice # INV-76086

Amount Due: **\$8,582.19**

Amount Enclosed: \$ _____



INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-76086
 Invoice Date: 10/6/2025
 Due Date: 11/5/2025
 Payment Terms: Net 30
 PO#:

Payment Remittance Information

Pay by Check:

Payable to: Flock Group Inc
 Memo: INV-76086
 Mail to: PO Box 121923
 Dallas, TX 75312-1923

If paying by check, please include the remittance slip below.

Pay by ACH:

Account Legal Name: Flock Group Inc.
 Account Number: 3302113966
 Account Type: Checking
 Routing / SWIFT Code: 121140399 / SVBKUS6S

If paying by ACH, please include your invoice number in the memo section of the ACH transfer request.

Please be aware that failure to pay the invoice by the due date may result in an interest penalty or disconnection of service, as specified in your contract.

.....
 Detach and Return with Payment

Make Checks Payable to: Flock Group Inc

If sending via Flock Group Inc
 USPS: PO Box 121923
 Dallas, TX 75312-1923

Or

If sending via Flock Group Inc
 UPS, FedEx or 891923
 USPS: 885 East Collins Boulevard,
 Suite 110
 Richardson, TX 75081

Account: MI - Lathrup Village PD

Invoice # INV-76086

Amount Due: **\$8,582.19**

Amount Enclosed: \$ _____

Flock Safety + MI - Lathrup Village PD

Flock Group Inc.
3284 Northside Parkway NW, Suite 150
Atlanta, GA 30327

MAIN CONTACT:
Network Success
engage@flocksafety.com

Created Date: 08/14/2026
Expiration Date: 10/01/2026
Quote Number: Q-221193
PO Number:

flock safety

Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 27400 Southfield Rd Lathrup Village, Michigan 48076

Ship To: 27400 Southfield Rd Lathrup Village, Michigan 48076

Billing Company Name: MI - Lathrup Village PD
 Billing Contact Name: Michael Zang
 Billing Email Address: detective@lathrupvillage.org
 Billing Phone: (248) 663-8031

Subscription Term: 12 Months
 Renewal Term:
 Payment Terms: Net 30
 Billing Frequency: Annual - First Year at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$14,500.00
Flock Safety Flock OS			
Flock Safety Platform -	Included	1	Included
Enhanced LPR Upgrade	Included	1	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	4	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			

Subtotal Year 1:	\$14,500.00
Annual Recurring Subtotal:	\$14,500.00
Estimated Tax:	\$0.00
Contract Total:	\$14,500.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Product and Services Description

Flock Safety Platform Items	Product Description
One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
Convoy Search	Unearth hidden connections by detecting suspect vehicles that frequently travel together. This tool is invaluable for investigating organized or serial crimes and identifying accomplices.
Visual Search	Transforms any digital photo into a potent investigative lead, enhancing evidence collection. Upload the image of a vehicle into FlockOS® to initiate a reverse image search that will help you identify crucial suspect vehicle information and unlock dead-end investigations.
Multi Geo Search	Connects the dots between multiple crimes and crime scenes. Link a suspect vehicle to multiple incidents based on location, without needing a vehicle description or plate number.
Custom Hot List Attachments	The ability to add case notes, photos, reports, and other relevant case information to Custom Hot List Alerts
Custom Hot List Deconfliction	Allows Flock Safety users to identify overlapping investigations within their agency and within other law enforcement agencies and provide the contact information of opted-in parties to facilitate collaboration.
Unlimited Vehicle Description Alerts	Users can set up and receive notifications for suspect vehicles based on body type, make, color, location and timeframe. Notifications are sent via app, SMS or email when a vehicle matching the predetermined criteria passes a camera in your organization's network.



27400 Southfield Rd Item 8A.
 Lathrup Village, MI 48076
 (248) 557 - 2600
 www.lathrupvillage.org

To: Lathrup Village Downtown Development Authority

From: Tom Kennedy –Downtown Development Authority Project Coordinator

Date: October 16, 2026

RE: 11 Mile Snow Removal Request for Qualifications

On August 31, the Lathrup Village Downtown Development Authority issued a **Request for Qualifications (RFQ)** for the removal of snow along the sidewalks of 11 Mile and the overpasses over I-696.

The City received nine proposals in response:

Company	Total Price Per Event (2026-2027)
The Jitney LLC	\$4,200
Ground Control Property Service	\$76,500 (Per Event Price not provided; Price Noted is Annual Cost)
Advocates for Self Determination	\$585 (Estimated 12 events this season: \$7020) Emergency: \$125
C-Care Lawn Services	\$4,900
Snow Plow Group	Unit Price Not Provided; Total Price: \$59,700
White Maple Landscaping	\$695 (+ \$35/Bag of Ice Melt) (Overpass Included) Standby: \$325/hour Emergency: \$400/hour (3-hour minimum)
Johnson Landscaping	\$23,100 (Per Event Price not provided; Price Noted)
Paradise Garden Landscaping (Inc.)	\$618.00 (1"-4"; Additional inch would be an extra \$35) \$40/bag applied (42 bag required) Standby: \$150/hour Emergency: \$150/hour
The Guiding Brand LLC	\$1,259 (up to 4") Standby: \$100 Emergency: \$325

DDA Staff reviewed the above proposals and provided the breakdowns you see, based on the per event price, rather than breaking down each companies individual price. In the meeting packet, you will note that not all of the companies are presented in the packet. This was done intentionally. DDA Staff thought it best to only include the top three proposals, considering the feedback received from the September meeting.

Attached to the DDA Meeting Packet you will find the proposals for three finalists: Advocates for Self Determination, White Maple Landscaping and the incumbent contractor, Paradise Garden Landscaping. These are arrayed in order by which they were received.

The **DDA Board will review and select a vendor at its next regular meeting on Friday, October 16.** DDA Staff will then reach out to and coordinate with the winning bid company to form an action plan for this season.

Recommended Action(s)

The DDA Board reviews the proposals and decides which company to award the three-year contract to. Additionally, we ask the DDA Board to ask questions of Staff who have been in contact with the companies, and if the companies have representatives present, ask them directly.

RESPONSE TO REQUEST FOR QUALIFICATIONS

City of Lathrup Village

Downtown Development Authority

Snow Removal Services: 11 Mile Road Sidewalks & Overpasses

Fiscal Years 2026–2027 through 2028–2029

Submitted by

ADVOCATES FOR SELF DETERMINATION, LLC

28124 Orchard Lake Road, Suite 103, Farmington Hills, MI 48334

248-723-7152 | info@advocates.work | www.advocates.work

Shannon Patterson, Executive Director

Submitted to: Tom Kennedy, DDA Project Coordinator, tkennedy@lathrupvillage.org

Due: Monday, October 12, 2026, 12:00 P.M.

Contents

Cover Letter

1. Service Plan

2. Pricing Structure

3. Response Time Commitment

4. Experience & Qualifications

5. Optional Add-On Services

6. Insurance

Attachment A: Official Bid Table (signed)

Attachment B: Certificate of Insurance (liability and workers' compensation)

October 9, 2026

Tom Kennedy
DDA Project Coordinator
City of Lathrup Village Downtown Development Authority
27400 Southfield Road, Lathrup Village, MI 48076

Re: RFQ – Snow Removal Services, 11 Mile Road Sidewalks & Overpasses

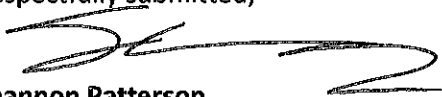
Dear Mr. Kennedy:

Advocates for Self Determination, LLC is pleased to submit its qualifications and pricing for snow and ice removal on the 11 Mile Road sidewalks and the seven pedestrian overpasses between Lathrup Boulevard and Evergreen Road.

We understand what this contract protects: the people who walk this corridor in winter, including residents crossing I-696 on foot, transit riders, and visitors to the DDA district. Our organization serves vulnerable adults across Oakland County every day, and we treat safe pedestrian access as a safety obligation, not a convenience.

Our proposal commits to completing every route within the 12-hour window after each 2-inch-plus event, a written service report after every event, environmentally safer de-icing materials on the overpass decks, and simple per-event pricing held steady for three years. We would welcome the opportunity to serve the DDA.

Respectfully submitted,



Shannon Patterson

Executive Director, Advocates for Self Determination, LLC
248-723-7152 | info@advocates.work

1. Service Plan

Service Area

All sidewalks and pedestrian pathways along 11 Mile Road between Lathrup Boulevard and Evergreen Road, both sides where applicable, plus all seven (7) pedestrian overpasses connecting 11 Mile Road, as marked in red on the RFQ map. Areas hatched in black (I-696 and the westbound service drive west of Santa Barbara Drive) are excluded.

Event Workflow

1. **Monitor.** Our crew lead tracks National Weather Service forecasts for southeast Michigan and places the crew on alert when 2 inches or more is forecast.
2. **Mobilize.** Crews mobilize as snowfall ends, or earlier during long storms so accumulation never gets ahead of us.
3. **Overpasses first.** The seven overpasses are cleared first, since bridge decks freeze faster than ground-level sidewalks and are the corridor's main pedestrian crossings.
4. **Sidewalks.** Crews work the 11 Mile sidewalks in a set route, clearing to pavement edge to edge, including curb ramps and crosswalk landings.
5. **De-ice.** Ice-melt is applied after clearing, as requested by City staff, with extra attention to ramps, slopes, and overpass approaches.
6. **Report.** Within 24 hours of completion, we email the DDA a service report with dates, start and finish times, areas serviced, materials applied, and any hazards observed.

Equipment

Advocates will deploy the following for every event:

- **Ford F-150 with snow plow:** crew and equipment transport, fitted with an amber warning beacon and a tailgate salt spreader for treating overpass approaches and long sidewalk runs.
- **Two walk-behind snow blowers:** primary clearing for sidewalks and overpass decks, sized to clear walkways without damaging railings, curbs, or landscaping.
- **Two walk-behind broadcast spreaders:** measured application of de-icer on sidewalks, curb ramps, and overpass decks.
- **Hand tools:** snow shovels, push brooms, and ice scrapers for curb ramps, crosswalk landings, stairs, and bridge joints the blowers cannot reach.
- **Safety gear:** ANSI Class 2 or higher high-visibility apparel and traffic cones for work beside the service drives.

All equipment is inspected and serviced before the season, and spare belts, shear pins, and fuel are carried on every event so a breakdown does not stop the route.

Staffing

Each event is staffed by a two-person crew led by a designated crew lead, Shannon Patterson, Executive Director (cell: 248-943-9842), who is the DDA's direct point of contact during every event. A backup crew is on call for heavy or extended storms, and the Advocates office line, 248-723-7152, serves as a

secondary contact. All crew members are background-screened under the same standards Advocates applies to its licensed care workforce, wear high-visibility safety apparel, and are trained to work alongside live traffic on the service drives.

De-Icing Materials

- **Overpass decks and approaches:** calcium magnesium acetate (CMA) or a calcium chloride blend, which works at lower temperatures and is gentler on concrete, steel, and vegetation than straight rock salt.
- **Sidewalks:** treated rock salt applied at measured rates, avoiding over-application near tree lawns and planters.
- **Ice and freezing rain:** calcium chloride for fast melt; sand or grit for traction when temperatures fall below the effective range of salt.

2. Pricing Structure

Pricing is per event, with all labor, materials, and equipment included. An event is a snowfall exceeding two inches (2"), or a call-out requested by City staff. The completed official Bid Table is attached as Attachment A.

Item (per event)	FY 2026–27	FY 2027–28	FY 2028–29
1. Snow Clearing: 11 Mile	\$325.00	\$335.00	\$345.00
2. Ice Clearing: 11 Mile	\$140.00	\$145.00	\$150.00
3. Snow Removal: Overpasses (all 7)	\$120.00	\$125.00	\$130.00
Total per full event	\$585.00	\$605.00	\$625.00
Estimated season (12 events)	\$7,020.00	\$7,260.00	\$7,500.00

Bid Table amounts assume 12 events per season for comparison purposes. The DDA is billed only for events actually serviced.

Optional Rates

- **Standby: \$65.00 per crew-hour.** Applies when the DDA asks a crew to stage on site ahead of a storm or remain on call during an extended event.
- **Emergency: \$125.00 per crew-hour.** Applies to call-outs outside the standard event, such as an urgent ice condition, a mid-storm pass, or a spot treatment requested by City staff. One-hour minimum.

Billing

Advocates invoices monthly, itemizing each event by date, items performed, and the matching service report, so DDA staff can verify every charge.

3. Response Time Commitment

Advocates confirms it can and will meet the required response time: all sidewalks and overpasses will be cleared within twelve (12) hours of the end of each snowfall exceeding two inches. Our internal target is eight (8) hours, with overpasses completed first. For storms lasting longer than 12 hours, we will perform interim passes so pedestrian routes stay open, and we will notify the DDA of any condition that could delay service before the deadline passes, not after.

4. Experience & Qualifications

- **Winter operations at our own properties.** Advocates manages year-round grounds and winter maintenance, including snow and ice removal, for five residential care properties in Oakland County, where clear walks and entries are required for residents, staff, and emergency responders.
- **Licensed, accountable operator.** Advocates is a State of Michigan–licensed Adult Foster Care provider. We work under state inspection, documentation, and incident-reporting requirements, and we bring that same discipline to this contract.
- **Reliable, screened workforce.** Our staff are background-checked and trained, and our management team already runs 24/7 operations, on-call schedules, and emergency response.
- **Local.** Our Farmington Hills office is minutes from the 11 Mile corridor, so crews can mobilize quickly.

References

Organization	Contact	Phone
Taylor Special Care Services	Chasity Ellis	248-875-5754
Door To Door Transport	Andre Taylor	313-806-3665
Great Lakes Legal Group	Jehan Crump Gibson	313-275-3295

5. Optional Add-On Services

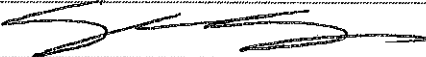
Offered at the DDA's request; pricing on request or under the hourly rates above:

- **Pre-treatment:** anti-icing of overpass decks and ramps ahead of forecast freezing rain or snow, which prevents ice from bonding to the surface and speeds cleanup.
- **Snow relocation:** removing windrows and piles that block curb ramps, crosswalks, bus stops, or overpass entrances after large storms.
- **Spring cleanup:** sweeping leftover grit and salt from sidewalks and overpass decks at season's end.
- **Hazard reporting:** photos of damaged railings, lighting outages, or trip hazards found during service, sent with each event report at no charge.

6. Insurance

A current Certificate of Insurance showing commercial general liability and workers' compensation coverage is attached as Attachment B. Advocates will name the City of Lathrup Village and its DDA as additional insured upon award, and will meet any other insurance terms in the final contract.

Advocates accepts the contract term of up to three (3) years with a two (2) year mutual renewal option.

Authorized Representative	Shannon Patterson, Executive Director
Signature	
Date	10/6/26

CERTIFICATE OF LIABILITY INSURANCE

Item 8A.

DATE (MM/DD/YYYY)

09/28/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Jeanine Bruwier	
Hilb Group of Indiana, LLC	PHONE (A/C, No, Ext):	FAX (A/C, No):
45600 Village Boulevard	E-MAIL ADDRESS: jbruwier@hilbgroup.com	
Shelby Township MI 48315	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Philadelphia Indemnity Insurance Co	18058
	INSURER B: Accident Fund National Insurance Co	12305
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 26/27 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:	Y		PHPK2606265	09/24/2026	09/24/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Professional Liability \$ 1M/\$3M
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PHPK2606265	09/24/2026	09/24/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			PHUB882845	09/24/2026	09/24/2027	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 PER STATUTE OTH-ER \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	100059426	09/24/2026	09/24/2027	E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Abuse & Molestation Employee Dishonesty- 1st & 3rd Party			PHPK2606265	09/24/2026	09/24/2027	Occurrence/Aggregate \$1M/\$3M Emp. Theft-1st & 3rd \$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Where required by written contract Detroit Area Agency on Aging is additional insured with respect to general liability as their interest may appear.

CERTIFICATE HOLDER

Detroit Area Agency of Aging 1333 Brewery Park Blvd #200 Detroit MI 48207	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2025/12)

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WHITE MAPLE LANDSCAPING

32969 Hamilton Court #138F, Farmington Hills, MI 48334 | (248) 230-8888 | info@whitemaplelandscaping.com

October 13, 2026

Tom Kennedy, DDA Project Coordinator
City of Lathrup Village Downtown Development Authority
27400 Southfield Rd., Lathrup Village, MI 48076

Re: RFQ – Snow Removal Services, 11 Mile Road Sidewalks & Overpasses

Dear Mr. Kennedy,

White Maple Landscaping submits the enclosed Bid Table for snow and ice removal on the 11 Mile Road sidewalks between Lathrup Boulevard and Evergreen Road, including all seven (7) pedestrian overpasses. We acknowledge receipt of Addendum No. 1.

Service plan: A dedicated crew and sidewalk snow equipment are assigned to this corridor, with additional crews and equipment from our commercial snow operation available during heavy or extended storms. The sidewalks and all seven overpasses are serviced as one route every event. We use rock salt on sidewalks and an environmentally safer ice melt on overpasses and curb ramps.

Response time: We will perform all services within 12 hours of the end of each snowfall exceeding 2 inches, and send a report of service dates and times after every event.

Pricing: We offer two options, both shown on the enclosed Bid Table. The Unit Price column is our per-push price; the Amount column is our optional seasonal price.

Option 1 – Per push (pay only for services performed). Each push covers all sidewalks along 11 Mile Road and all seven (7) overpass walkways:

- 1 to 4 inches: \$695 | over 4 to 6 inches: \$795 | over 6 to 8 inches: \$895 | over 8 to 10 inches: \$995
- Over 10 inches: \$995 plus \$100 per additional 2 inches
- Salt: \$35 per bag applied, billed separately; invoiced monthly for services performed

Option 2 – Seasonal: \$20,000 for FY 2026-2027, covering all pushes and salt applications from November 1 through March 31, billed in 5 equal monthly installments.

- Both options increase 4% each fiscal year (seasonal: \$20,800 in FY 2027-2028; \$21,630 in FY 2028-2029)

Optional add-on: Snow hauling at \$400 per hour (4-hour minimum), including loader and haul truck.

References and insurance:

- Ari Kostelitz, owner of large village properties serviced by White Maple, (313) 320-9400
- Certificate of liability insurance enclosed; workers' compensation certificate to follow under separate cover

Thank you for the opportunity. Please contact me with any questions.

Sincerely,

Izzy Goldberg
Project Manager, White Maple Landscaping
(248) 949-6382 | izzy@whitemaplelandscaping.com

Enclosures: Bid Table, Certificates of Insurance

Bid Table

Bidders must use this page as the official submission form of their quotation and shall be provided in addition to other requested proposal documents.

Bidder will provide all labor, materials and equipment in order to complete the Work in accordance with the contract documents for the following prices:

FISCAL YEAR 2026-2027:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Snow Clearing: 11 Mile	\$ 695 / push	\$ 12,000
2.	Ice Clearing: 11 Mile	\$ 35 / bag	\$ 8,000
3.	Snow Removal: Overpasses	\$ Incl.	\$ Incl.
CY 2027 Total:			\$ 20,000

FISCAL YEAR 2027-2028:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Snow Clearing: 11 Mile	\$ 723 / push	\$ 12,480
2.	Ice Clearing: 11 Mile	\$ 36 / bag	\$ 8,320
3.	Snow Removal: Overpasses	\$ Incl.	\$ Incl.
CY 2028 Total:			\$ 20,800

FISACAL YEAR 2028-2029:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Snow Clearing: 11 Mile	\$ 752 / push	\$ 12,980
2.	Ice Clearing: 11 Mile	\$ 37 / bag	\$ 8,650
3.	Snow Removal: Overpasses	\$ Incl.	\$ Incl.
CY 2029 Total:			\$ 21,630

Unit prices are based on (circle one):

Per Event

Per Inch

Seasonal Rate

Other: Unit = per push/bag; Amount = seasonal option

OPTIONAL RATES:

Standby: \$ 325.00 / hour

Emergency: \$ 400.00 / hour (3-hr min.)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)
06/18/2026

Item 8A.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Bassett Insurance Group, LLC 28305 Southfield Rd Lathrup Village MI 48076-	CONTACT NAME: Julius Bassett PHONE (A/C, No., Ext): (248)327-7729 E-MAIL ADDRESS: info@bassettins.com FAX (A/C, No.): (313)216-4960
INSURED White Maple Landscaping, LLC 32969 Hamilton Court #138F Farmington Hills MI 48334-	INSURER(S) AFFORDING COVERAGE INSURER A: Merchants Preferred Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: NAIC # 12901

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	Y	X	CTRI010902	03/22/2026	03/22/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			CAP1083934	03/22/2026	03/22/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 300,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

AI 000648

EVIDENDE OF INSURANCE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



October 13, 2026
City of Lathrup Village

Contract No. - 1698

Snow Management 2026 - 2027

Special Site Note:

11 Mile Road (Northside and Southside) between Evergreen Road and one block east of Lathrup Blvd.

Cross walks Perpendicular to 696 - East to West 9 Total -

1. Lathrup Blvd (1)
2. Center crosswalk (17600 w 11-mile Road) (1)
3. Southfield Road (2)
4. Center crosswalk Meadowbrook Way (1)
5. Rainbow Drive crosswalk (1)
6. Santa Barbara Drive crosswalk (1)
7. Center crosswalk (Michigan First Conference) (1)
8. Evergreen Cross walk (East side only) (1)

MAP - Per Service – 12,720 running feet/ 63,600 square feet

1 - 4 inches - Snow Plowing - Per Service

Snow Removal Services

Paradise Garden Landscaping will begin plowing within two (2) to four (4) hours of the end of a snowfall event **and/or** once an accumulation of 1.5 inches has occurred. Any disputes regarding snowfall amounts at any given time will be resolved by referring to official records from the National Weather Service.

Paradise Garden Landscaping will ensure that all concrete and asphalt areas are cleared completely after each snowfall. This includes, but is not limited to, all main entrances and exits, main drives, fire lanes, parking areas, carports, mailbox areas, and garage access areas.

Contract No. - 1698

City of Lathrup Village

October 13, 2026

4.1 - 6 inches - Snow Plowing - Per Service**Snow Removal Services**

Paradise Garden Landscaping will begin plowing within two (2) to four (4) hours of the end of a snowfall event **and/or** once an accumulation of 1.5 inches has occurred. Any disputes regarding snowfall amounts at any given time will be resolved by referring to official records from the National Weather Service.

Paradise Garden Landscaping will ensure that all concrete and asphalt areas are cleared completely after each snowfall. This includes, but is not limited to, all main entrances and exits, main drives, fire lanes, parking areas, carports, mailbox areas, and garage access areas.

6.1 - 8 inches - Snow Plowing - Per Service**Snow Removal Services**

Paradise Garden Landscaping will begin plowing within two (2) to four (4) hours of the end of a snowfall event **and/or** once an accumulation of 1.5 inches has occurred. Any disputes regarding snowfall amounts at any given time will be resolved by referring to official records from the National Weather Service.

Paradise Garden Landscaping will ensure that all concrete and asphalt areas are cleared completely after each snowfall. This includes, but is not limited to, all main entrances and exits, main drives, fire lanes, parking areas, carports, mailbox areas, and garage access areas.

8.1 - 10 inches - Snow Plowing - Per Service**Snow Removal Services**

Paradise Garden Landscaping will begin plowing within two (2) to four (4) hours of the end of a snowfall event **and/or** once an accumulation of 1.5 inches has occurred. Any disputes regarding snowfall amounts at any given time will be resolved by referring to official records from the National Weather Service.

Paradise Garden Landscaping will ensure that all concrete and asphalt areas are cleared completely after each snowfall. This includes, but is not limited to, all main entrances and exits, main drives, fire lanes, parking areas, carports, mailbox areas, and garage access areas.

CONTRACT SUMMARY

SERVICES	OCCURS	PRICE EACH	EXT PRICE	SALES TAX	TOTAL PRICE
1 - 4 inches - Snow Plowing - Per Service	1	\$1,161.54	\$1,161.54	\$0.00	\$1,161.54
4.1 - 6 inches - Snow Plowing - Per Service	1	\$721.00	\$721.00	\$0.00	\$721.00
6.1 - 8 inches - Snow Plowing - Per Service	1	\$824.00	\$824.00	\$0.00	\$824.00
8.1 - 10 inches - Snow Plowing - Per Service	1	\$927.00	\$927.00	\$0.00	\$927.00
			\$3,633.54	\$0.00	\$3,633.54

Snow and Ice Maintenance Terms of Service

1. In consideration of the payments described above attached hereto, the Contractor shall perform the work (the "Work") described, at the lands and premises municipally known as "Job location(s)" (the "Premises").
2. If requested to do so by the Client, the Contractor shall provide evidence of compliance with applicable workers' compensation legislation, including payments due thereunder. Evidence of such insurance shall be provided by the Contractor to the Client upon the request of the Client.
3. The Contractor shall be responsible for and shall restore at its expense all damage to the property of the Client caused by the Contractor in the performance of the Work which damage was not reasonably foreseeable as a consequence of the Contractor's performance of this

Agreement. The Client acknowledges that some damage to the property of the Client is reasonably foreseeable as a consequence of the Contractor's performance of this Agreement, which reasonably foreseeable damage includes, but is not limited to, damage to concrete, asphalt, sod, grass and planting materials due to the application of ice melting products and surface damage to curbs and asphalt due to the clearing of snow and ice.

4. The Contractor shall indemnify and hold harmless the Client, its agents and employees from and against any claim for damages arising from an occurrence of bodily injury or death or the destruction of tangible personal property provided that the damages are caused by the negligence or breach of this Agreement of the Contractor or anyone for whom the Contractor is responsible in law and provided that the Contractor is given notice of the claim by the Client within a reasonable time following the occurrence but in any event within 48 hours of the Client first acquiring knowledge of the circumstances of the claim. The Client expressly waives the right to be indemnified by the Contractor and agrees to indemnify and hold harmless the Contractor, its agents and employees from and against any claim for damages save and except those which arise due to the negligence or breach of this Agreement of the Contractor.
5. If there is a conflict within this Agreement, the Site Map (if any) takes precedence over the Drawings and Specifications, the Drawings and Specifications take precedence over the contract and takes precedence over the remainder of the Agreement. This Agreement constitutes the whole of the agreement between the Parties and supersedes all prior negotiations, representations or agreements.
6. The Client expressly acknowledges that it has physical possession of, is responsible for and has control over the condition of the Premises. If the Contractor is delayed in the performance of any portion of the Work by the application of a by-law, by a stop work order (providing the order was not issued as a result of an act or omission of the Contractor), by labor disputes, lock outs, fire, or by any other circumstance reasonably beyond the Contractor's control, including extremely heavy winter conditions, then the time for the performance of that portion of the Work shall until the Contractor is no longer so delayed. If during any particular attendance the Contractor is unable to perform work in an area of the Premises due to the presence of any vehicles, structures or equipment on the Premises, the Contractor will not be required to perform the Work in those areas until the Contractor's next attendance at the Premises.
7. Should the Contractor fail to comply with the requirements of this Agreement to a substantial degree, the Client may notify the Contractor in writing that the Contractor is in default of its contractual obligations and instruct the Contractor to correct the default within 5 business days. If the Contractor fails to correct the default in the time specified or subsequently agreed upon, the Client may correct the default and deduct the cost thereof from any payment due to the Contractor or terminate the Agreement. If the Client so terminates the Agreement, the Contractor shall be entitled to be paid for the value of all Work performed to the date of the termination.

To The Snow and Ice Maintenance Contract

Definitions

- The *Drawings and Specifications* are attached as form part of this Agreement and also include any site map prepared by the Contractor and approved, before or after execution of this Agreement, by the Client (the "Site Map").
- The *Snow Clearing Areas* are described in the Drawings and Specifications and are those areas upon which snow Clearing is to occur.
- *Snow Stockpiling Areas* are those areas to be determined at the discretion of the Contractor where Cleared snow will be accumulated, subject to Relocation or Removal.
- *Ice Management Areas* are those areas upon which Ice Melting Products are to be applied,

through truck, machine and/or hand applications in accordance with the Drawings and Specifications.

- *Clearing* involves moving snow from the Snow Clearing Areas to the Snow Stockpiling Areas through Plowing, Pushing or Shoveling as specified in the Drawings and Specifications. "Clear" has a corresponding meaning.
- *Plowing* involves the Clearing of snow through the use of a plow or blade attached to truck vehicle. Plow has a corresponding meaning.
- *Pushing* involves the Clearing of snow through the use of a plow attached to a vehicle or motorized piece of equipment which is not a truck vehicle, including a front-end loader. Push has a corresponding meaning.
- *Shoveling* involves the Clearing of snow through the use of hand tools, including shovels pushers, blowers and brooms. Shovel has a corresponding meaning.
- *Relocation* involves relocating snow from the perimeter of the Snow Clearing Areas to another location on the Premises in accordance with the Drawings and Specifications or as directed by the Client. Relocate has a corresponding meaning.
- *Removal* involves relocating snow from the perimeter of the Snow Clearing Areas to a location outside the Premises in accordance with the Drawings and Specifications or as directed by the Client. Remove has a corresponding meaning.
- *Ice Melting Products*, for the purposes of this Agreement, include, but are not limited to: sodium chloride (rock salt), magnesium chloride, calcium chloride, potassium chloride, brine, urea, sand, calcium magnesium acetate. Sodium chloride is the specified ice melter, unless explicitly specified otherwise in this proposal.
- A *Snowfall* commences when snow begins to accumulate upon the Premises and ends when the continuous accumulation upon the Premises ceases.

Description of the Work

- The Contractor will attend at the Premises, within 2-4 hours of the first accumulation of 2-4" of snow during a Snowfall, to commence snow Clearing once in accordance with the Drawings and Specifications. If a further accumulation 2" occurs during a Snowfall, the Contractor will return to commence a second pass to again Clear the snow the end of that Snowfall.
- As Additional Work, the Contractor shall attend at the Premises to apply Ice Melting Products to the Premises in accordance with the Drawings and Specifications only on an "On-Call Basis". When the Client wishes Ice Melting Products to be applied at the Premises, the Client will make a request that the Contractor do so by contacting the Contractor at 586.944.0020 and by confirming the request to the Contractor in writing by email at Office@paradisegl.com. The Contractor will attend to apply Ice Melting Products to the Premises once within a reasonable period following the request, having regard to the timing of the request and the volume of work the Contractor is otherwise committed to. The Contractor will be paid for the Additional Work as per the rates set out in this proposal.
- During the entire Term of this Agreement, it is the Client's sole responsibility to engage a reasonable and effective system to monitor the weather in the vicinity of the Premises, to determine when and in what quantities Ice Melting Products are to be applied to the Premises, and to make a request of the Contractor in that regard.
- Notwithstanding anything else in this Agreement, the Contractor will not be responsible for any damages or claims Fixed Price with Ice Melting Product Applications on an On-Call Basis whatsoever relating to or caused in whole or in the Contractor lure to provide Ice Melting Products to the Premises and the Client will indemnify and save the Contractor and its agents

and employees harmless from and against any such claims.

- The Client acknowledges that Ice Melting Products, which are not intended to provide traction, are freeze point depressants only, the effectiveness of which will depend on ground temperatures and weather conditions at, and following, the time of their application. The Client further acknowledge that the application of Ice Melting Products will not and cannot result in the immediate or complete removal of ice or snow from the Premises and the Contractor provides no guarantee or warranty that the application of Ice Melting Products will be effective in eliminating ice or snow. The application of Ice Melting Products is towards managing, but not eliminating, the risks associated with snow and ice.
- The Contractor will not be responsible to apply the Ice Melting Products if they are not commercially and reasonably available to the Contractor, at commercially reasonable rates. If the Ice Melting Products are not so available, the Contractor will advise the Client promptly and the Client and Contractor will negotiate the extent to which, upon a request being made, alternative ice melting products will be used (if available) and what other steps might be taken to address the issue.
- Unless the Drawings and Specifications provide otherwise, neither Snow Removal nor Snow Relocation are included as part of the Fixed-Price Work but must be requested by the Client as Extra Work in accordance with the Extra Work paragraph, below. The Contractor will advise the Client if, in the Contractor's opinion, Snow Removal or Snow Relocation should be performed and, should no approval for Extra Work in that regard be provided, the Contractor will not be responsible for losses or damages which might have been prevented had the Snow Removal or Snow Relocation occurred.
- The Contractor will keep and maintain records to document its attendances on site and its application of Ice Melting Products, if performed under this Agreement, and will make those records available to the Client upon reasonable request if the Client pays the reasonable photocopying charges associated with the request.

Extra Work

- It is not intended that the Contractor should perform any work or services not described in or properly inferable from this Agreement. The Client may request that the Contractor perform extra work or services ("Extra Work") by contacting the Contractor at 586.944.0020 and by confirming the request to the Contractor in writing by email at Office@paradisegl.com. The Contractor will not unreasonably withhold its agreement to perform Extra Work. If the Contractor agrees to perform Extra Work, the Contractor will do so within a reasonable period having regard to the timing of the request and the volume of work the Contractor is otherwise committed to. The Contractor will be paid for Extra Work an amount as agreed.

Payment Terms and Conditions

Upon the acceptance of the work, payment of the unpaid balance Contract Price when due together with such Value Added Taxes as may be applicable to such payment.

- Should the Client fail to make payments as they become due under the terms of the Contract or in the event of any claim, interest at twelve percent (12%) per annum above the prime rate on such unpaid amounts shall also become due and payable until payment.
- The act of non-payment creates a lien in favor of the Contractor in any and all equipment and property of the Client in the possession of the Contractor as well as in the Work in progress as at the date of termination. The Contractor shall be at liberty to retain possession of the same pending payment in full.
- Notwithstanding anything contained herein to the contrary, the completion date of the Work shall

Contract No. - 1698

City of Lathrup Village

October 13, 2026

be deemed to be extended by that number of days equal to any delay in payment to the Contractor Inc.

- The client shall be responsible for a \$45.00 returned check fee, or the highest amount authorized by law, for any checks returned for any reason.
- The client agrees and understands that they will be responsible for all costs of collection, including reasonable attorney fees, should the contractor refer the customer's account to a collection company or attorney for collection.

By



Zaid Hanna

Date 10/13/2026

Paradise Garden Landscaping Inc.

By

Date

City of Lathrup Village



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) **Item 8A.**
12/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER
FEDERATED MUTUAL INSURANCE COMPANY
HOME OFFICE: P.O. BOX 328
OWATONNA, MN 55060

CONTACT
NAME: CLIENT CONTACT CENTER
PHONE
(A/C, No, Ext): 888-333-4949 FAX
(A/C, No): 507-446-4664

E-MAIL
ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: FEDERATED MUTUAL INSURANCE COMPANY

13935

INSURED
PARADISE GARDEN LANDSCAPING INC
26220 GROESBECK HWY
WARREN, MI 48089-4147

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER: 21

REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)
							MED EXP (Any one person)
							PERSONAL & ADV INJURY
							GENERAL AGGREGATE
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS & COMP/OP ACC
	☒ POLICY ☐ PROJECT ☐ LOC						
	OTHER:						
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)
	☒ ANY AUTO						BODILY INJURY (Per Person)
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per Accident)
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per Accident)
A	☒ UMBRELLA LIAB ☒ OCCUR						EACH OCCURRENCE
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE
	☐ DED ☐ RETENTION						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☒ PER STATUTE ☐ OTHER
	ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.I. EACH ACCIDENT
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.I. DISEASE - EA EMPLOYEE
							E.I. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
SEE ATTACHED PAGE

CERTIFICATE HOLDER

CITY OF LATHRUP VILLAGE DDV
27400 SOUTHFIELD RD
LATHRUP VILLAGE, MI 48076-3412

21 0

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Nicholas R. Zaver



AGENCY CUSTOMER ID: _____

Item 8A.

LOC #: _____

ADDITIONAL REMARKS SCHEDULEPage 1 of 1

AGENCY FEDERATED MUTUAL INSURANCE COMPANY		NAMED INSURED PARADISE GARDEN LANDSCAPING INC 26220 GROESBECK HWY WARREN, MI 48089-4147
POLICY NUMBER SEE CERTIFICATE # 21.0		
CARRIER SEE CERTIFICATE # 21.0	NAIC CODE	EFFECTIVE DATE: SEE CERTIFICATE # 21.0

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY, ADDITIONAL INSURED ALSO INCLUDES CITY OF LATHRUP VILLAGE AND LATHRUP VILLAGE DDA, ITS EMPLOYEES, ITS CITY COUNCIL AND INDIVIDUAL MEMBERS THEREOF, AGENTS AND/OR AUTHORIZED REPRESENTATIVES FOR THE CITY. THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU ENDORSEMENT FOR GENERAL LIABILITY.

COMMERCIAL GENERAL LIABILITY
CG 20 33 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - AUTOMATIC STATUS WHEN
REQUIRED IN A WRITTEN CONSTRUCTION
AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Section II - Who Is An Insured is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

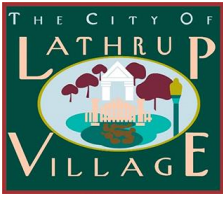
C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: DDA Board of Directors
 FROM: Mike Greene – City Administrator
 DATE: October 16, 2026
 RE: DDA Lot – Request For Qualifications Submission

Background Brief: The City received one proposal in response to the recent solicitation for developer qualifications for City/DDA-owned triangle lots. MGM Improvement Services, Inc. has submitted a development proposal and expression of interest for a multi-family residential development on the approximately 0.32-acre DDA-owned parcel located east of Southfield Road at Goldengate Drive East and California Drive.

The proposed project envisions a modern, for sale (not rentals), three-story multi-family development featuring attached two-car garages, open-concept living spaces, luxury finishes, and community green space. MGM has identified an estimated \$4.8 million total development budget (for both parcels) and has assembled a development team including architectural/civil engineering, legal, accounting, property management, and construction professionals.

MGM Improvement Services has been operating since 2005 and has experience in residential, multi-unit, and commercial construction throughout Southeast Michigan. The proposal also includes an accounting firm attestation regarding the developer's financial capacity to undertake the project.

The proposed development is generally consistent with the City's vision for the Village Center district and its emphasis on creating a compact, pedestrian-oriented downtown that incorporates residential uses and supports redevelopment of underutilized properties. The Village Center zoning district specifically identifies multiple-family residential as a permitted use, subject to applicable standards and Planning Commission review where required.

The proposal's multi-family residential use, three-story building concept, pedestrian-oriented site design, and inclusion of community green space are generally aligned with the intent of the Village Center district. The zoning ordinance also expressly recognizes that projects within the district may include residential uses and open spaces and references consistency with the City's Master Plan as a consideration in the development review process.

The layout, site plan, building design, and other development features in MGM's proposal are conceptual and provided for **illustrative purposes only**. Approval to proceed with purchase agreement negotiations would not constitute approval of the proposed site plan or development design. If a purchase agreement is finalized, the developer would be required to prepare a finalized site plan and development plans in accordance with applicable City requirements. Those plans would be subject to the City's normal development review process, including review and approval by the Planning Commission, as applicable.

Parcel History: The DDA district was expanded/modified in 2013 to include this parcel; however, this parcel is not in the development area defined in the TIF plan. The DDA Act lets the DDA acquire, own/sell property, and that power is not limited to the TIF area. The restriction applies to spending TIF dollars, which can be spent only according to the TIF plan.

After the DDA district was formally expanded, on September 23, 2013, the City Council approved the transfer of the property to the DDA in the amount of \$58,348. The property was transferred, but, while it does appear as it was a budgeted item in FY 2013, staff cannot find any records of the financial transfer from the DDA to the City taking place.

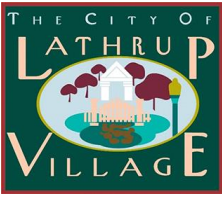
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

Previous Action: 8-21-26 LVDDA Board Approval to publish RFQ

Economic Impact: The purchase agreement development process will have limited fees associated with City Attorney review of the potential purchase agreement document.

Recommendation: I recommend authorizing staff to begin negotiations with MGM Improvement Services regarding a potential purchase agreement for the property. Any final purchase agreement would be subject to review and approval by the DDA Board.

NOTE: Under the 2011 Development Plan, a DDA sale of property requires City Council consent.

Recommended Motion:

Moved by _____ seconded by _____ to authorize staff to negotiate a Purchase Agreement of Parcel 24-13-302-001 (DDA Lot) with MGM Improvement Services, Inc., subject to final LVDDA Board approval.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

MGM

IMPROVEMENT SERVICES, INC.

DEVELOPMENT PROPOSAL & EXPRESSION OF INTEREST

Multi-Family Residential Development Project
Lathrup Village, Michigan

SUBMITTED TO:

DEVELOPER / APPLICANT:

PRINCIPAL / PRESIDENT:

ESTIMATED PROJECT BUDGET:

DATE OF SUBMISSION:

City of Lathrup Village & Selection Committee

MGM Improvement Services, Inc. d/b/a MGM Restoration
Inc.

Steve Muci

\$4,800,000 USD

October 2026

1. Executive Summary & Development Vision

MGM Improvement Services, Inc. is pleased to present this comprehensive qualification and development proposal for the proposed multi-family residential project in Lathrup Village, Michigan. With over 21 years of continuous operation in Southeast Michigan, MGM Improvement Services, Inc. brings a robust track record of high-end residential construction, meticulous project management, and unwavering commitment to quality.

Our proposed target development budget for this landmark multi-family community is \$4,800,000 USD. Our vision integrates modern multi-level luxury townhomes, state-of-the-art site planning, attached two-car garages, and walkable community green space tailored specifically to complement the Lathrup Village Center master planning guidelines.

2. Company Information & Corporate Profile

Company Legal Name	MGM Improvement Services, Inc.
Corporate Headquarters	1232 Combermere Dr, Troy, MI 48083
President / Owner	Steve Muci
Years in Business	Established in 2005 (21+ Years of Continuous Service)
Licensing & Bonding	Licensed Residential Builder & General Contractor (State of Michigan), Fully Insured & Bonded
Core Capabilities	General Contracting, Multi-Family & Single-Family Development, Custom Home Construction, Major Renovations & Commercial Improvements

3. Development Experience & Comparable Completed Projects

MGM Improvement Services, Inc. possesses extensive hands-on experience in custom residential and specialized multi-unit developments across Oakland and Macomb Counties. Below are highlighted current and completed representative projects:

Current Active Construction Projects

- **Troy, MI Residential Community Development:** Currently constructing four (4) high-end new single-family homes in Troy, MI, demonstrating active operational bandwidth, crew management, and ongoing material sourcing capabilities in Oakland County.
- **Roseville, MI Commercial Enterprise:** Completing the ground-up construction and finish improvements for Romano's restaurant in Roseville, MI, demonstrating commercial construction expertise, coordinated trade management, and delivery of a fully finished hospitality space.
- **Residential Improvements-Oakland, Wayne & Macomb Counties:** Completed numerous residential improvement and renovation projects throughout Oakland, Wayne, and Macomb Counties, demonstrating extensive experience in project management, skilled trade coordination, quality craftsmanship, and the successful delivery of residential construction projects across Southeast Michigan.
- **Residential Construction:** Completing residential construction projects throughout Florida, demonstrating experience managing residential building projects across multiple markets while maintaining consistent standards of quality, craftsmanship, and project execution.

Project Location & Type	Project Highlights	3D Matterport Virtual Tour Link
Farmington Hills, MI Group Home Development	Specialized multi-unit / group residential facility built to institutional & residential codes.	https://my.matterport.com/show/?m=8awu8RBjD4u
Bloomfield Hills, MI Single-Family Custom Home	High-end luxury single-family residence featuring premium structural framing & interior finishes.	https://my.matterport.com/show/?m=ZtYCVUFEKUR

Southfield, MI
Modern Single-Family Home

Contemporary new construction residential home highlighting modern layout & exterior facade.

<https://my.matterport.com/show/?m=XzK5BLRH8LN>

Novi, MI
Executive Residence

Custom executive home development showcasing full-scope ground-up construction expertise.

<https://my.matterport.com/show/?m=WvNyiDU2U7o>

4. Architect, Engineer & Development Team

- **Developer & General Contractor:** MGM Improvement Services, Inc.

Steve Muci, President & Project Executive
 1232 Combermere Dr, Troy, MI 48083

Direct management of site supervision, scheduling, procurement, and construction safety.

- **Architectural & Civil Engineering:**

Artur Kokaj, Architect

Responsible for master site planning, zoning alignment (Village Center Zoning), structural engineering drawings, MEP engineering, and municipal compliance.

- **Legal Counsel:**

Ren Nushaj, Attorney-Troy Law Center

Legal counsel for the development, including transactional matters, municipal and zoning coordination, contract review, regulatory compliance, and other legal matters associated with project development and completion.

- **Financial & Accounting Services:** IQ Accounting Services, Inc.

Nevruz Nazarko, CPA / Principal Accountant
 22307 Greater Mack, Saint Clair Shores, MI 48080

Financial proforma oversight, project accounting, and audit reporting.

- **Property Management:**

Lurant Nushaj, Urban Property Management

Responsible for property management and operational oversight, including tenant relations, leasing administration, property maintenance coordination, vendor management, and ongoing management of the completed development.

- **Subcontractor & Trade Network:** Vetted Michigan Licensed Subcontractors

Master electricians, licensed plumbers, HVAC technicians, site excavators, and interior finish craftsmen with long-standing operational histories with MGM.

5. Target Budget & Construction Cost Breakdown

Cost Center / Development Phase	Scope Description	Estimated Budget
Pre-Development & Civil Permits	Site surveys, civil engineering, zoning approvals, architectural drawings & municipal fees	\$380,000
Site Work & Infrastructure	Excavation, utility connections (water, sewer, gas, electric), paving & retention	\$420,000
Foundation & Structural Framing	Concrete footings, slabs, wood/steel framing, multi-story structural floor systems	\$1,450,000
Exterior Envelope & Roofing	Modern composite facades, masonry accents, roof systems, doors & energy-efficient glass	\$480,000
MEP Mechanical Systems	Complete HVAC systems, plumbing fixtures/rough-in, electrical panels & lighting	\$680,000
Interior Finishes & Cabinetry	Drywall, flooring, high-end kitchens, bathroom fixtures, tile, trim & paint	\$950,000
Landscaping & Hardscaping	Community lawn areas, pedestrian walkways, outdoor lighting & site amenities	\$220,000
Contingency & General Conditions	Project management, jobsite security, insurance & unexpected material allowances	\$220,000
TOTAL ESTIMATED BUDGET	Complete Turn-Key Construction & Site Development	\$4,800,000

6. Envisioned Development Plan & Architectural Drawings

MGM Improvement Services, Inc. envisions a high-density, modern multi-family community designed to blend seamlessly into Lathrup Village's Village Center zoning framework. The proposal incorporates attached 2-car garages, open-concept living spaces, and luxury master suites.



Figure 1: Overall Project Context & Aerial Site Maps (DFIRM & Aerial Map)



Figure 2: Overall 3D Exterior Architectural Rendering (Sheet A-01)

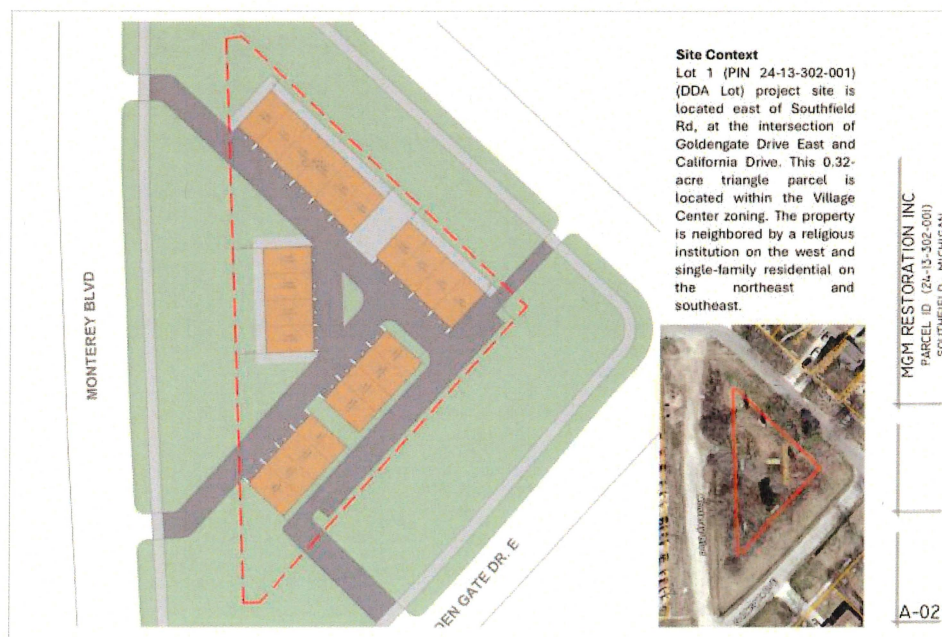


Figure 3: Master Site Plan Context & Zoning Overlay (Sheet A-02)

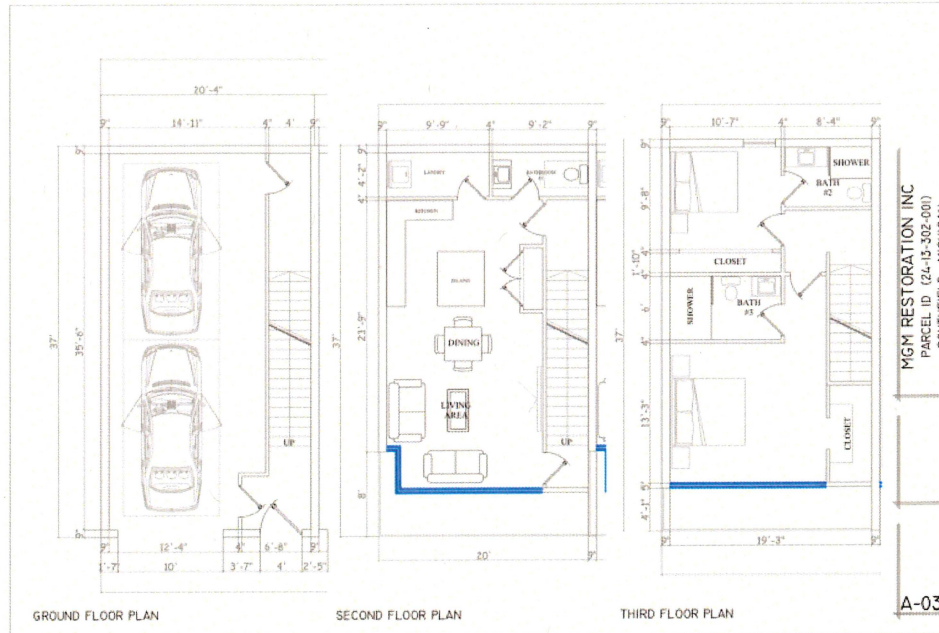


Figure 4: Individual Unit 3-Story Floor Plans (Sheet A-03)

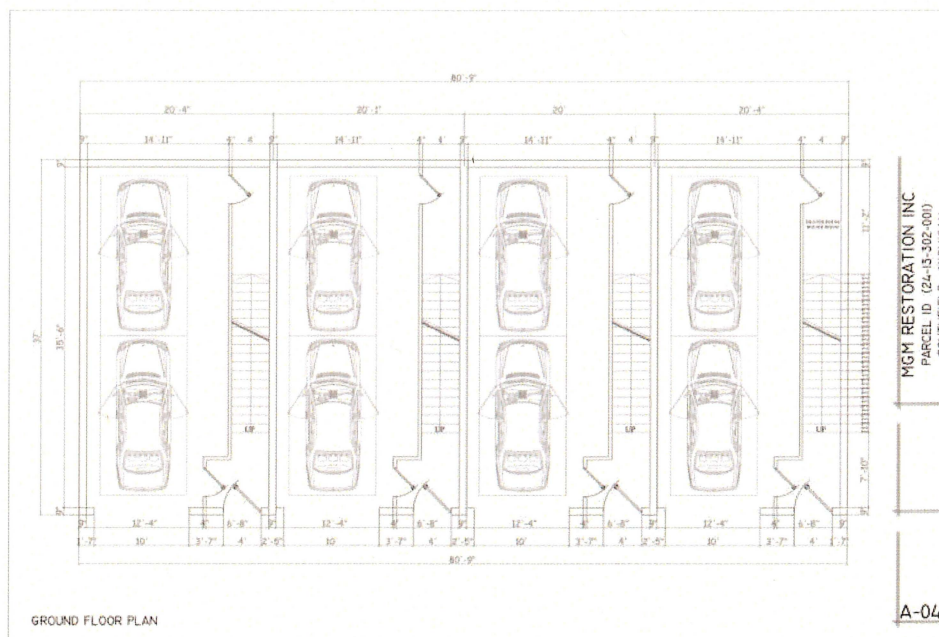


Figure 5: Ground Floor Garage & Entrance Plan (Sheet A-04)

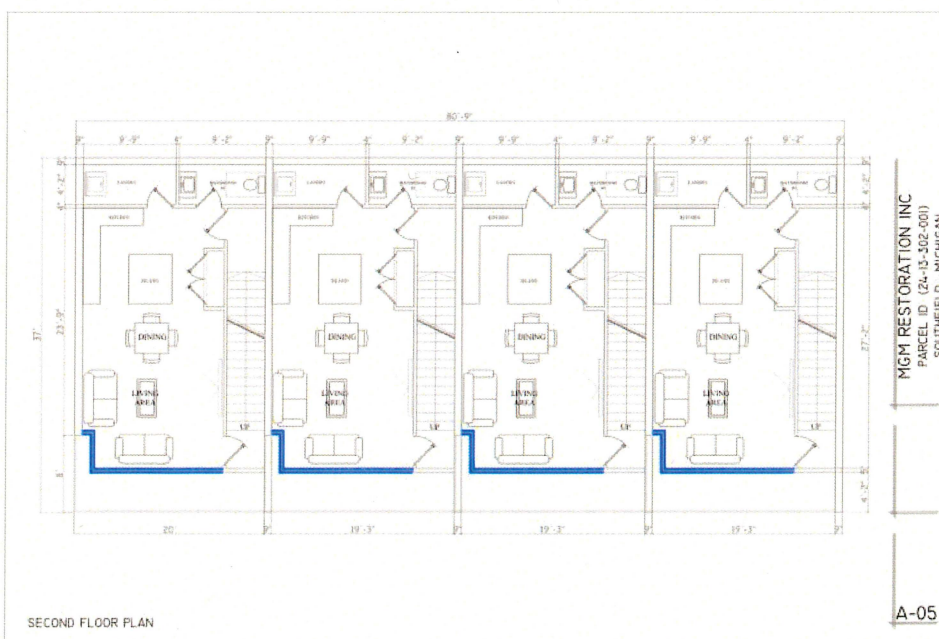


Figure 6: Second Floor Living & Kitchen Floor Plan (Sheet A-05)

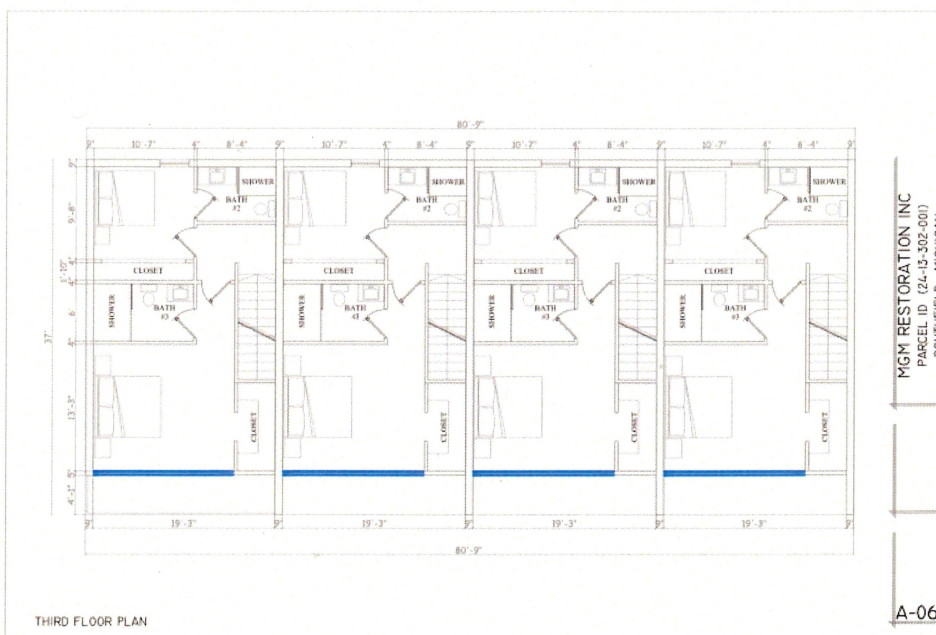


Figure 7: Third Floor Bedroom & Bathroom Floor Plan (Sheet A-06)

7. Financial Capability & Accountant Proforma Letter

IQ ACCOUNTING SERVICES, INC.

22307 Greater Mack, Saint Clair Shores, MI 48080

Name: Rovená Mataj, Accountant / Principal

CONFIRMATION OF FINANCIAL STANDING & PROFORMA ATTESTATION

Date: October 2026

To: City of Lathrup Village / Selection Committee

Re: Financial Solvency & Development Capacity — MGM Improvement Services, Inc.

To Whom It May Concern,

IQ Accounting Services, Inc. serves as the primary accounting and financial advisory firm for MGM Improvement Services, Inc., located at 1232 Combermere Dr, Troy, MI 48083, under the leadership of President Steve Muci.

We have reviewed the historical financial records, corporate tax filings, working capital position, and ongoing project cash flows for MGM Improvement Services, Inc., operating continuously in Michigan since 2005.

Based on our accounting oversight and ongoing financial reviews, we hereby attest to the following:

1. Financial Solvency: MGM Improvement Services, Inc. maintains a healthy balance sheet with solid liquidity, low leverage, and active working capital reserves.
2. Banking & Credit Relationships: The company maintains good standing with its commercial banking institutions and trade vendors, demonstrating exemplary credit payment histories.
3. Development Capacity: MGM Improvement Services, Inc. possesses the requisite financial backing, bonding capability, and operational equity required to successfully undertake and complete the proposed \$4.8 Million Multi-Family Residential Development in Lathrup Village, MI.

In our professional opinion, MGM Improvement Services, Inc. is financially sound, fully capable, and well-positioned to fulfill all financial obligations associated with this development proposal.

Sincerely,

/s/ Rovená Mataj

Rovená Mataj

IQ Accounting Services, Inc.

22307 Greater Mack, Saint Clair Shores, MI 48080



27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: October 16, 2026
 RE: Municipal Park- DDA Fund Commitment

Background

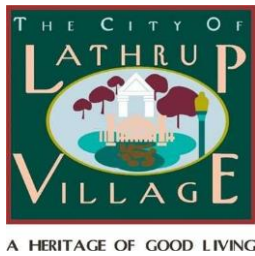
The City of Lathrup Village Municipal Park, which is located within the Lathrup Village DDA District, is currently going through review and approvals for a new playground structure and playground surface material partially using funds from the Placemaking and Public Spaces Grant through ARPA.

The Lathrup Village DDA committed \$100,000 to this ARPA project at its inception. The City of Lathrup Village also committed the same amount of funds. Currently, additional grants have come forward to help offset the cost of the project. The ARPA Second Quarter Report is attached for details and the break out of the funds. See the Economic Impact chart on page 1.

With the current funding, the City Share is \$28,330.29. There are efforts to continue to garner more grant and/or sponsorship support to cover the remainder of the cost.

The Lathrup Village DDA is coming forward to recommit our funding and has offered to cover the \$28,330.99 to complete this project, contingent on the use of PIP playground surfacing is used for the project for ease of ADA use, appearance, wear, maintenance, and long-term satisfaction.

Recommendation: To recommit DDA funds for the Municipal Park ARPA playground project for \$28,330.99, contingent on the use of the PIP playground surface.



To: Main Street Oakland County – Attn. Annaka Norris
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: July 30, 2026
 RE: Placemaking and Public Spaces Grant – ARPA Q2 2026 Status Report

Background:

The Placemaking and Public Spaces ARPA Grant is focused on replacing the existing City of Lathrup Village Municipal Park playscape, which is not currently ADA-compliant, with a new accessible and inclusive playground. Current concept materials include accessible, transfer-based play components; adaptive swings; inclusive play features; poured-in-place safety surfacing; and an accessible connection to the existing walkway system.

The project has concept drawings, a quote for materials, and additional funding sources.

Economic Impact:

There are multiple funding sources associated with the Municipal Park Playscape project. Currently, funding is coming from the Placemaking and Public Spaces Grant, Department of Natural Resources (DNR) Trust Fund, and Gametime. With the current funds in play, the City of Lathrup Village will have around \$28,000 to cover, and the City of Lathrup Village and Lathrup Village Downtown Development Authority have previously earmarked funds to complete this project.

	Expenses	Revenues
Playscape/PIP/Installation	513,291.40	
Giffels DNR Survey Work	6,000.00	
County ARPA Grant		135,767.00
MNRTF Grant (67%)		256,961.35
GameTime Grant		98,232.06
Sub Total	519,291.40	490,960.41
City Share	28,330.99	

The project is scheduled to begin installation in spring 2027, after final Michigan DNR approval.

Second Quarter Project Progress:

GiffelsWebster continued their work on completing the Michigan Natural Resources Trust Fund (MNRTF) boundary survey and legal description and completing a topographic survey of the proposed playscape area. The topographic survey provided updated information regarding site grades, existing pathways, nearby trees, open space conditions, and surrounding infrastructure. This information will help guide final playground placement, accessible route design, grading, surfacing transitions, utility review, and permit preparation. Giffels Webster quoted the cost at \$920.00 and the final cost came in at that price, noted in chart. The final price on the Boundary Survey work/Studies/Due Diligence and Project Coordination was quoted at \$6,000.00 and total charges to date for Q1 and Q2 are \$4,088.00. The second quarter portion of that work for \$2,098.00 is noted in chart below.

Documentation of Expenditures				
No.	Date	Amount	Project Budget Line Item	Purpose/Description of the Expenditure
1	4/6/2026	\$2098.00		Giffels Webster- Boundary Survey (Inv. 137329)
2	4/6/2026	\$920.00		Giffels Webster- Studies/Due Diligence (title work) (Inv. 137329)
3				
TOTAL		\$3,018.00		

Surface Material Concerns:

The Lathrup Village City Council and some members of the public have brought up concerns about the surface material to be used in the project. The Council has requested additional information regarding alternate surfacing and estimated costs. The vendor write-up is included. In summary, what they provided outlines two alternatives to PIP playground surfacing: Engineered Wood Fiber (EWF) and synthetic turf with a cushion system. EWF is the least expensive option, estimated at \$12,000–\$14,000 installed, but requires more frequent maintenance, including raking and periodic top-offs to maintain the required 12-inch depth.

However, this does not appear to meet the ADA requirements of the Trust Fund grant. Synthetic turf offers accessibility and a seamless surface with fewer displacement issues, but has a higher initial cost, approximately the same as PIP, and requires ongoing grooming, cleaning, seam inspections, and more difficult repairs. The document also clarifies that PIP does not require automatic resurfacing every two years; rather, a two-year condition assessment is recommended, with routine inspections and localized repairs as needed and more significant maintenance potentially occurring around years 4–5 or later depending on use and conditions. Overall, EWF is the best option for minimizing upfront costs, while PIP and synthetic turf provide stronger options for accessibility, durability, and lower routine maintenance.

They believe PIP is the best option for ADA, appearance, wear, maintenance, and long-term satisfaction. Especially if the City added the small granule for the high-use areas under swings, slide exits, and around the inclusive whirl.

As for the safety of PIP:

The U.S. Environmental Protection Agency (EPA), Centers for Disease Control and Prevention (CDC/ATSDR), and the U.S. Consumer Product Safety Commission (CPSC) jointly conducted the largest U.S. study of recycled tire crumb rubber under the Federal Research Action Plan (FRAP).

Key findings include:

- Recycled tire rubber contains numerous chemicals, including metals and organic compounds that originate from tires.
- Only small amounts of most organic chemicals were released into the air during field testing.
- Only 1–3% of most metals were found to be bioaccessible (available for absorption by the human body).
- Biomonitoring of athletes found metal concentrations similar to the general U.S. population.
- Researchers found no measurable difference in PAH metabolites in urine between people using synthetic turf with tire crumb and those using natural grass fields.
- The agencies concluded that the research did not identify evidence of elevated health risks from typical recreational exposure, but also noted that additional research continues because uncertainties remain.

The U.S. Consumer Product Safety Commission (CPSC) has not concluded that playground surfaces made from recycled tire rubber are hazardous.

Instead, CPSC states:

- No specific chemical hazards from recycled tire playground surfacing are currently known.
- It continues to evaluate children's exposure through an ongoing risk assessment.
- As a precaution, CPSC recommends:
- Washing hands after playground use.
- Avoid eating while on rubber surfaces.
- Discouraging children from chewing or swallowing rubber pieces.
- Limiting time on extremely hot playgrounds.

Next Steps:

The City of Lathrup Village has made substantial strides in the second quarter to bring a new accessible Municipal Park play structure to the residents and visitors.

The grant draw amount of \$101,825.25 needs to be spent by August 30, 2026. It is slated to be used for a deposit to Sinclair Recreation for the playscape equipment and materials, pending Lathrup Village City Council approval.

The second draw amount of \$33,941.75, anticipated in September 2026 will also be applied to the Sinclair Recreation deposit.

As the project moves forward, further discussions will take place with the DNR regarding surface material before installation.

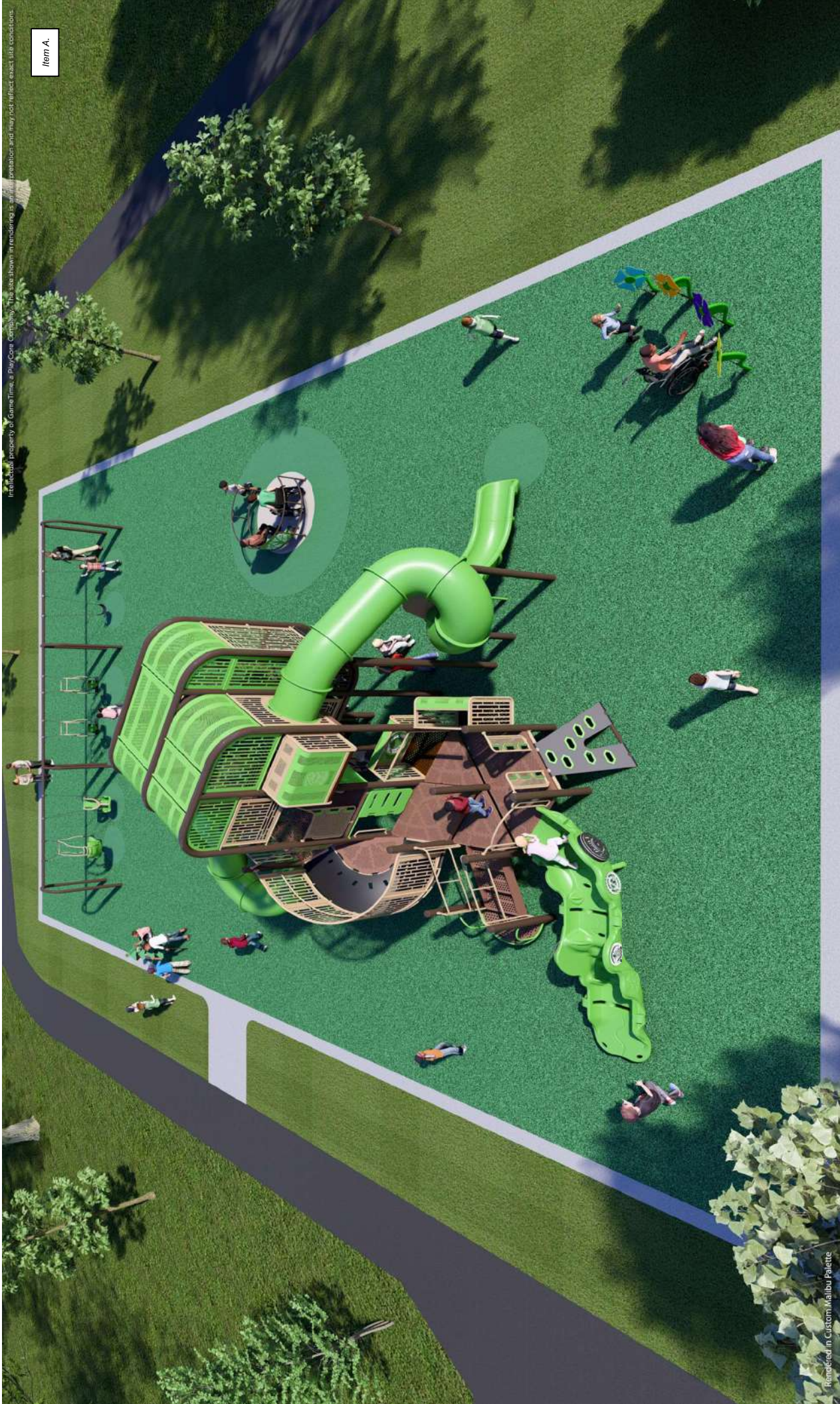
We are moving closer to a final playground and site design. This includes confirming the final layout, grading, surfacing, accessible route details, edge treatment, restoration areas, and any other site improvements necessary to construct the project. Final design documents and technical specifications will need to be prepared for permit review and procurement.

Looking forward, once final plans are complete, the City will proceed with engineering review, permit submission, and procurement authorization. If the playscape replacement remains connected to the broader MNRTF-supported Municipal Park redevelopment effort, the City will also coordinate any required grant-related review of updated boundary materials and construction documents before purchase or construction activity proceeds.

Following permit and agency review, the City will need to complete procurement, award the contract, finalize a construction schedule, provide public notification, and prepare for construction administration and project closeout. Closeout will include final inspection, accessibility and safety documentation, reimbursement support, and reconciliation of ARPA funds with any other local or grant funding sources used for the project.

Respectfully Submitted:

Janet Bloom
Community & Economic Development Director/DDA Director



Intellectual property of GameTime, a PlayCore Company. The size shown in rendering is approximate and may not reflect exact site conditions.

Item A.

Item 8C.

Lathrup Village
Municipal Park Playground 2026



Item A.

Rendered in Custom Mailbou Palette

Lathrup Village Municipal Park Playground 2026

Item 8C.



Item A.

Intellectual property of GameTime, a PlayCore Company. The size shown is an illustration. The actual size may vary. The play area is shown for informational purposes only. The actual play area may vary.



Lathrup Village
Municipal Park Playground 2026

Intellectual property of GameTime, a PlayCore Company. The size shown in rendering is an interpretation and may not reflect exact size conditions.

Item A.

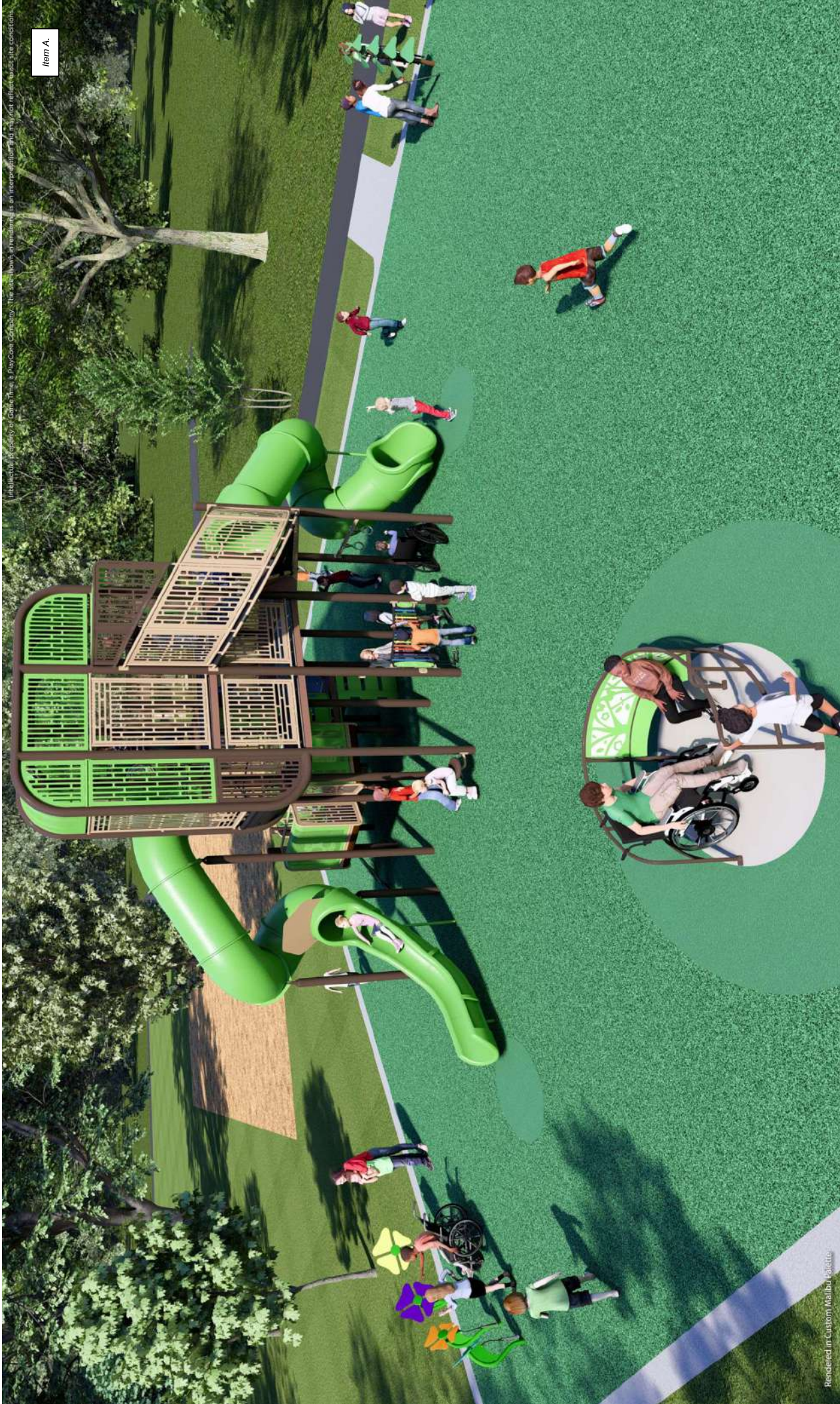


Rendered in Custom Matted Palette



Item A.

Rendered in Custom Malibu Palatka

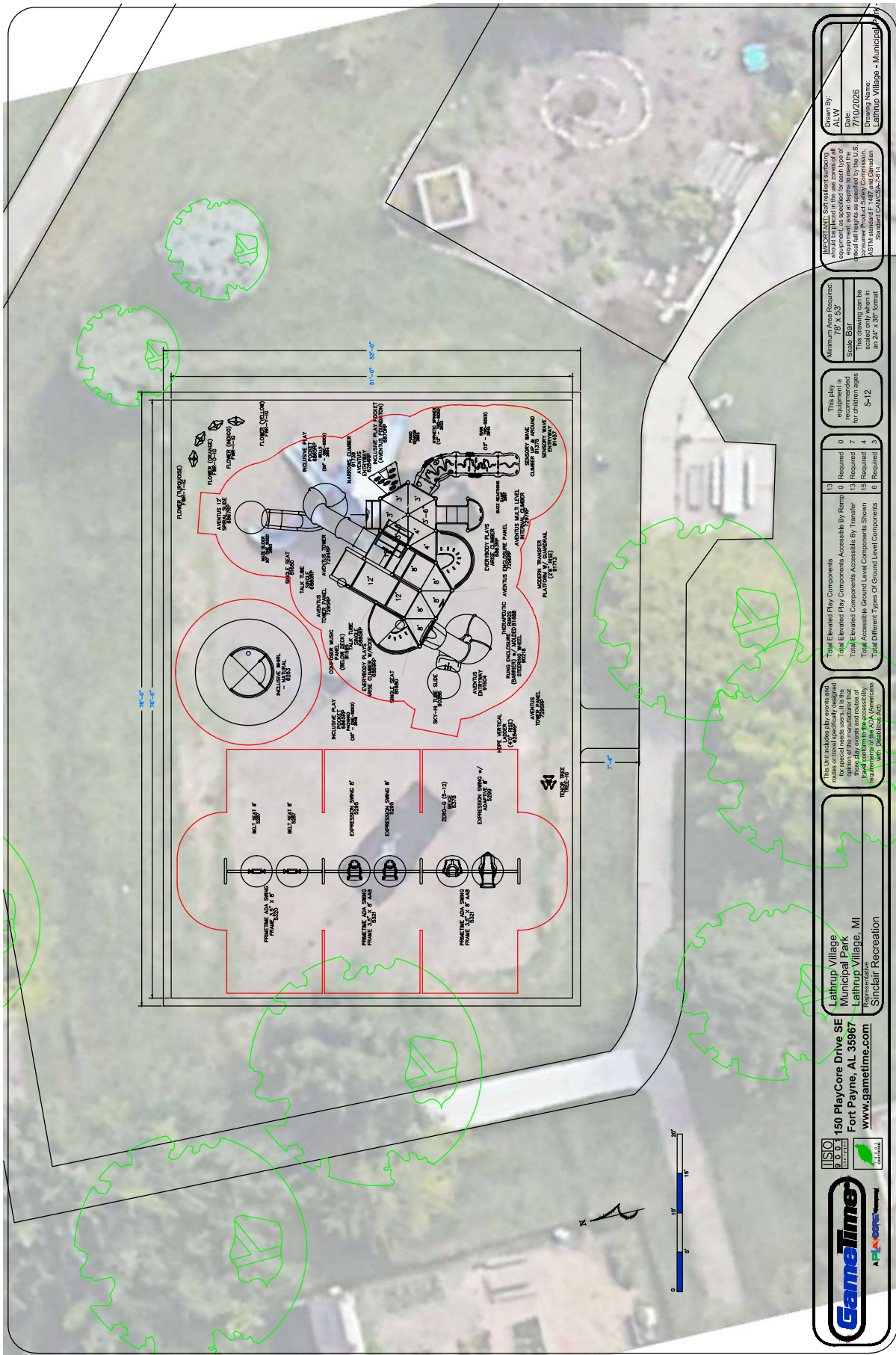


Item A.

Rendered in Custom Multibuilder by

Lathrup Village Municipal Park Playground 2026

Item 8C.





27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: October 16, 2026
 RE: Director's Report

Recast City:

Business Recruitment and Development Updates:

DDA Staff has been hard at work connecting with property owners and prospective businesses interested in establishing themselves in Lathrup Village. Through these efforts, we have connected with a network of artisans and makers looking to relocate their operations to the city. This group has identified potential properties and is exploring the creation of an educational hub where artisans can learn how to turn their crafts into viable businesses. The long-term goal is to help these businesses establish themselves in vacant commercial spaces throughout Lathrup Village.

We have also connected with a prospective business owner interested in opening a coworking space in Lathrup Village, which he considers a prime location. His vision is to expand coworking opportunities beyond Downtown Detroit and into the suburbs, with Lathrup Village potentially serving as the starting point for a larger initiative.

While both opportunities show promise, we are holding off on sharing further details until the projects become more concrete.

Recast City Action Plan and Development Opportunities:

Our Action Plan with Recast City is in full swing, and we are already seeing encouraging signs of progress. Staff recently participated in a productive pre-development meeting regarding the city's last undeveloped commercial lot. Representatives from the Building Department and our planning consultants at Giffels Webster reviewed the developer's initial concepts and provided feedback that the developer found highly valuable.

Staff will remain in contact with the developer as he works toward presenting a more refined concept. The proposed development would feature a mixed-use design with commercial space that could accommodate artisans and bakers, aligning with our broader

efforts to attract small-scale producers and support a more diverse local business community.

Master Plan:

Giffels Webster will introduce the draft Master Plan at the October 20, 2026 Planning Commission meeting. Master Plan information is available on the City of Lathrup Village website.

Property Updates:

Bro's Eatery - 28851 Southfield Road – Received Certificate of Occupancy; not open yet.

Available lease location: 28801 Southfield Road #300, Lathrup Village, MI 48076. Was formerly the Bellviso Global Aesthetics. A second suite has also opened up at this location.

Special Land Use (SLU) Application: 28939 Southfield Road, Lathrup Village, MI 48076 (Exxon Gas Station) was reviewed by Planning Commission on August 18. The application was to add a liquor license for the establishment. Their recommendation was to not approve the SLU due to “lack of demonstration of need”. The City Council followed the Planning Commission’s recommendation and did not approve the SLU at the September 21 meeting.

The business has reapplied for the same SLU and it will be presented at the October Planning Commission meeting. They are providing more detail to their application. They are also asking for extended business hours outside of regular ordinance hours.

27300 Southfield Road – Due to lack of movement by property owner to install a barrier wall in alley area that was required from the site plan, the owner has until Oct. 19, 2026 to comply or risk legal action.

MSOC – Quarterly Reports:

Third Quarter Lathrup Village DDA stats were sent to Main Street Oakland County (MSOC) on 10/5/2026. They are attached.

MSOC – Technical Support:

As an Affiliate Program, we are eligible for \$2,500 in Technical Support funds from MSOC for 2027. The portal will open soon. Share your ideas.

MSOC - Board Training:

As stated in the DDA Bylaws, it is required for DDA board members to complete 4 hours of training per year, which can be facilitated by MSOC. Please plan to sign up for the MSOC Board of Directors Training on one of the three dates and locations provided. Information flyer is attached. Dates are Oct. 20 (Oak Park), Oct. 21 (Wixom), or Oct. 27 (Lake Orion); sessions are 5:30 pm – 9 pm.

Please note: Main Street Oakland County will award \$1,500 in training funds to each of the top three communities with the highest total attendance across all three training sessions. Awards will be based on actual attendance, not just registrations.

Registration is free, and participants can choose the date and location that works best for them:
<https://AdvantageOakland.Eventbrite.com>

Main Street America- Self - Evaluation:

The 2027 National Accreditation Platform opened September 21 and will close February 15, 2027. We will be tasked to do a self-evaluation for our program. Please watch your email for further details and instructions.

RFQ's/RFP's:

The RFQ for 11 Mile Road and Landscape & Maintenance we moved to October 26 at noon. It will be prepared for the November DDA Board meeting.

Design Committee Launch:

Main Street Committees typically are: Design, Economic Vitality, Organization, and Promotion. We plan to launch the Design Committee first. We will be working to gather volunteers for the Design Committee to help review Façade Grants and Sign Grants and other infrastructure and beautification efforts in the Lathrup Village DDA. We will have more information soon. If someone is interested in participating, they can contact the DDA office.

For Your Calendar:

Completed Events:

September 22 – How to Avoid Fraud – with Chase Bank and Lathrup Village Police.
 5:30 pm City Hall. 14 attendees. Four presenters. Chase provided a booklet on fraud prevention.

September 29 – SBA/TriCities Lender Matchmaking, 1 – 4 pm, at Southfield Public Library. Around 20 lenders and business support organizations participated. A steady group of participants came to take part.

October 8 – MSOC – DDA Training (Staff Retreat) – Media 101 training

Upcoming Events:

October 17 – Halloween Fall Fest by Parks & Recreation/DDA 1-3 pm, at City Hall.

October 20 – 11am – 2 pm (drop in)- “Swag Grab Event” hosted by Lathrup Village DDA and Southfield DDA. Pick up MSOC Shop Small items for your DDA business. Located at 22555 Greenfield Road at Greenfield Plaza. Flyer attached.

December 4 – Winterfest (tree lighting ceremony/kids activities), 6-8 pm, at City Hall

Recommendation: To Receive and File

	Annual Revenue	2.) \$ Public Investment	3.) # of Public Improvement Projects	4.) \$ Private Sector Investment	5.) # of New Construction Projects	6.) # of Building Rehabs	7.) # of New Housing Units	8.) Sq. ft. of New Bldgs & Adds	9.) Net Gain of Businesses	10.) Net Gain of FULL TTME	11.) Net Gain of PART TIME	12.) \$ Spent on Advertising/Promotion	13.) \$ Spent on Special Events	14.) # of Special Events	15.) # of Vol Hours	16.) \$ from Sponsorship Received	17.) % Public Funding	18.) MSA Branding Adopted? (yes/no)
1st Quarter (Jan-Mar)		533,326	1	0	0	0	0	0	3	5	6	175	0	3	50	0	89%	Yes
2nd Quarter (Apr-Jun)		0	0	30,500	4	1	0	0	-1	-2	-6	0	0	1	460	0	89%	Yes
3rd Quarter (July-Sept)		459,343	0	5,000	1	0	0	0	2	4	4	2,512	35,187	27	660	26,400	89%	Yes
4th Quarter (Oct-Dec)																		
Totals		992,669	1	35,500	5	1	0	0	4	7	4	2,687	35,187	31	1,170	26,400		Yes

First Quarter Information:

#2 Southfield Road Water Main (Lincoln to 11 Mile project)
#3 Southfield Road Water Main (Lincoln to 11 Mile project)
#9 Holy Burger opened; Holbrook Auto opened; a salon opened
#12 Master Plan signs - qty 10
#14 Business Grand Opening DDA hosted - Holy Burger; Tri-Cities event with Oak Park/Southfield DDAs in February; DDA 3D printing demo with area youth
#15 Hours from DDA Board Member participation and Grand Opening hours
#17 Corrected: it is 89%

Second Quarter Information:

#2 Money allocated for façade and sign grants for LV businesses - not used - \$30,000; continuation of Southfield Road Water Main (Lincoln to 11 Mile project)
#3 Southfield Road Water Main (Lincoln to 11 Mile)-continuation of project
#4 26079--26041 Southfield Road - façade improvement/roof rework (pitch change) (building value \$170,000; est. \$30,000); 4 driveway resurfacings (\$500)
#5 4 driveway resurfacings
#6 26079--26041 Southfield Road - façade/roof work
#9 Lost Pappa's Pizza, Smackin' Soul, and For Your Eyes Only. (Removed Bros. Eatery - they opened 3rd qtr)
#14 Southfield Road Corridor Clean Up - May 16
#15 Southfield Road Corridor Clean Up - 70 people for 6 hours
#17 Corrected: it is 89%

Third Quarter Information:

#2 Southfield Road Water Main Project - additional funds in 3rd qtr. (\$459,342.75)
Sign Grant awarded to Pro Chiropractic (max. match of \$2,500) - will reflect in report for qtr it gets paid out
#3 Same project from First Quarter (Southfield Road Water Main Project)
#4 Jay Bird's addition (Bros. Eatery/Havana Tacos & Chicken - minimal changes)
#5 Jay Bird's Bar & Grill pavilion addition
#9 Bros. Eatery & Havana Tacos & Chicken
#12 LVMF and DDA flyers(\$165)
#13 Lathrup Village Music Festival - \$10,000 DDA plus other LVMF expenses
#14 August Health Month: 3 Wed. lectures, Blood Drive, CPR Certification, 8 Balance Workshops; Wed. Night Concerts (July/Aug - 6 total); Food Truck Fridays (July/Aug/Sept - 8 total)
#15 August Health Month: Wed lectures (3), Blood Drive (6.5), CPR Certification (4.5), Balance Workshops (20), Wed. Night Concerts (24), Food Trucks (2), LVMF: 600
#16 LVMF Sponsorship



Board of Directors Training:

Working Together Effectively to Best Serve the Community



CHOOSE THE ONE DATE AND LOCATION BEST FOR YOU: [AdvantageOakland.Eventbrite.com](https://www.advantageoakland.com/eventbrite)

Advance Registration is free and required. Light dinner included. Check-in begins at 5:30 PM. Workshop starts at 6 PM.

OCTOBER 20, 2026 | 5:30 pm to 9 pm

Oak Park Municipal Services Building,
14300 Oak Park Boulevard, Oak Park | Room #4

OCTOBER 21, 2026 | 5:30 pm to 9 pm

Wixom City Hall, Council Chambers,
49045 Pontiac Trail, Wixom

OCTOBER 27, 2026 | 5:30 pm to 9 pm

Orion Art Center - Moosetree Studio,
3191 Clarkston Road., Lake Orion

ABOUT THE WORKSHOP

Designed specifically for DDA and Main Street board members and staff, this interactive workshop delivers a turnkey training solution. Instead of spending valuable time creating original training materials, downtown managers receive a ready-made, essential tool to seamlessly integrate into their annual meeting and professional development schedule.

Empower your board volunteers to understand their vital roles, enhance individual leadership, and operate as a high-performing team – making this a must-attend event for every local board member.

POW! Strategies delivers a tailored, engaging two-hour session complete with interactive Q&A. Custom-crafted to address Main Street Oakland County's specific community needs and opportunities, the program covers core fundamentals of board management, including:

- Master downtown management: Striking the perfect balance between Main Street and DDA frameworks
- Implement proven best practices for effective boards of directors
- Realize the full value and economic impact of dedicated downtown management
- Optimize staff and board management dynamics
- Clarify roles and responsibilities for boards, committees, and chairpersons
- Actionable tips and strategies to take back home: Recruiting volunteers, engaging colleagues, empowering passionate advocacy, successful fundraising, conflict resolution, consensus building, and more
- Define clear boundaries and collaborative responsibilities for professional staff
- Experience a dynamic peer-to-peer environment where you will explore the real-world nuances of leading boards and managing downtowns through interactive dialogue, tackling tough questions, and sharing high-impact engagement strategies.
- Navigate governance rules and procedures effortlessly (OMA, Robert's Rules, PA57, and reporting requirements)

Before the workshop, participants complete a brief online organizational self-assessment so we can target and address the real-world issues most relevant to your community during and after the session.

Board of Directors Training: Working Together Effectively to Best Serve the Community

SPEAKER



Cristina Sheppard-Decius, *CMSM*

Founder/President

POW! Strategies, Inc.

POW! Strategies, Inc., is a strategic planning, business development and communications firm helping communities and businesses grow. With over 25 years of downtown management and public relations experience, Sheppard-Decius also provides educational training, assessments, coaching, project development and executive management services. She is known nationally and locally for her proven track record of revitalizing Downtown Ferndale (2000-2015); building a collaborative organizational framework in Downtown Dearborn (2015-2022); and serving as the executive director for the Birmingham Shopping District (2022-2024). She has served as the Chairwoman of the Michigan Downtown Association since 2020. Recognized as one of Crain's Detroit Business 40 Under 40 (2009), Sheppard-Decius holds a B.A. in Public Relations from Western Michigan University and is a Certified Main Street Manager (CMSM) of the National Main Street Center.

AGENDA

5:30 p.m. – Check-In and Light Dinner

6:00 p.m. – Training Begins

9:00 p.m. – Training Ends

Questions? Contact

Annaka Norris, *Main Street Oakland County* at:
Norrisa@OaklandCountyMI.gov | (248) 858-5447



SWAG GRAB

Event

Southfield
DOWNTOWN DEVELOPMENT AUTHORITY



Southfield
the center of it all™



GET READY TO SHOP SMALL



Shop Small Swag Sponsored by
Genisys Credit Union

SMALL BUSINESSES

Southfield and Lathrup Village small businesses are invited to pick up promotional materials that your business needs to be ready for preholiday shopping promotions and contests that begin November 1, 2026!



Event details



Tuesday
October 20, 2026



11:00 AM - 2:00 PM



Greenfield Plaza | 22555 Greenfield Rd | Southfield

COME FOR THE SWAG
STAY FOR LUNCH!

Event Highlights

FREE LUNCH

Enjoy free lunch from Egg Roll
Diva
Hosted by Southfield
Downtown Development
Authority

SHOP SMALL SWAG

Free promotional
materials + restaurant
gift card giveaway!

LOCAL GEM PHOTO OPPS

Create content to
promote your
business!

Drop in any time between 11 AM - 2 PM!



Main Street Connected Grant

For Eligible MSOC Communities and Their Downtown Businesses

To support the attraction, retention and growth of small businesses in your historic downtowns and neighborhood commercial corridors, Main Street Oakland County (MSOC) has partnered with MSU Federal Credit Union (MSUFCU) to create the Main Street Connected Grant Program. This program is designed to provide technology and digitally-based support to complement MSOC economic vitality efforts and bolster entrepreneurship at the local community level.

For more information, contact:

Erick Phillips, *Senior Local Business Development Consultant, Oakland County*
phillipse@oakgov.com | (248) 858-4070



Eligible Grant Applicants:

Eligible small business may be up to 10 years old and must be independently owned (no franchises) in one of the Main Street Districts in Auburn Hills, Berkley, Birmingham, Clarkston, Clawson, Farmington, Ferndale, Lathrup Village, Oak Park, Ortonville, Pontiac, Rochester, Royal Oak, Southfield, and Wixom.

Downtown organizations are eligible to apply and can also assist a local business with matching funds if desired.

NOTE: Pop-up businesses are eligible provided they have been open in the downtown district on a consistent basis for a minimum of six months. One time event pop-up businesses are not eligible.

Eligible Activities:



Development or use of data analytics software



Cybersecurity and data protection



Payment processing software or equipment purchases, including Point of Sale (POS)



Customer relationship management (CRM) costs



Website creation and e-commerce support



Project or inventory management software costs



Social media or digital marketing costs



Creation or implementation of pop-up operations or public markets

Grants and Match:

Grants can be up to \$2,500 each. A minimum dollar-for-dollar match must be provided by the applicant. The cost of labor, software, and hardware that is directly and specifically connected to implementing the project can go towards the grant match. After the proposed project has been completed and final costs have been verified, the grant funds will be issued directly to the local Main Street program, paid as a reimbursement. The local Main Street will be responsible for monitoring approved projects and programs to ensure compliance with the grant program guidelines.

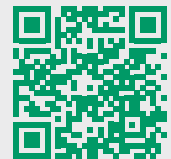
Conditions:

All applications are reviewed by and award determinations made by representatives of MSUFCU and MSOC. MSUFCU and MSOC reserve the right to decline grant applications that are not consistent with the National Main Street Program and/or the vision and masterplan of the local Main Street community. If required by the municipality, businesses applying for grant funds must be in compliance with local zoning, permitting and business license requirements. The project completion deadline is within six months of receiving the grant. Grant recipients agree to display signage at or near the project site thanking the sponsors of the grant. Signage will be provided by MSOC and must be displayed for a minimum of 30 days after completion.

NOTE: Recipients of grants will automatically receive a free consultation with MSUFCU's Commercial Solutions team as a condition of their award.

Grant Deadline:

Opens: Oct. 1, 2026
Closes: Oct. 23, 2026



LINK TO APPLICATION:
forms.oakgov.com/290