



Downtown Development Authority

Friday, August 15, 2025 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.](#) July 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.](#) Board Meeting Time
 - B. LVMF Progress Update
8. **New Business**
 - [A.](#) Michigan First Credit Union Property Tax Adjustment
 - [B.](#) LVMF T-Shirt Purchase
9. **DDA Director Report**
 - [A.](#) Monthly Director Report
10. **Adjourn**

Downtown Development Authority Meeting**Friday, July 18, 2025****Meeting Minutes****12:10 PM: Call to Order.****Roll****Call**

Present: Shermeyer, Pam; Kantor, Bruce; Huey, Danielle; Green, Alex; Greene, Mike; Colson, Austin.

Absent: Prime, Fred; Felton, Patricia; Jones, Charlotte; Sugg, Dan.

Bruce Kantor makes a motion to excuse the absences under the condition that they notified DDA Director Austin Colson that they would be absent. Upon ensuring that he was contacted, Mike Greene supports the motion and the absences are excused unanimously.

12:11 PM: Motion to approve the Agenda is made by Mike Greene and seconded by Bruce Kantor and is approved unanimously.

Motion to approve the meeting minutes is made by Bruce Kantor, supported by Mike Greene and is approved unanimously.

12:12 PM: Consent Agenda

Motion to approve consent agenda by Bruce Kantor, seconded by Mike Greene and approved unanimously. No questions or comments made on the consent agenda.

12:12 PM: Public Comment

No public comments.

12:12 PM: Old Business

Monthly Board Meeting Time discussion that was tabled in May is brought back to the forefront. DDA Director Austin Colson informs the board of the discussion from the June Special Meeting; DDA Board Members discussed their approval of a time change to the third Thursday of every month at 4:00 PM. The members present had determined that this change fit best with their schedules. The intention in today's meeting was to vote on this change.

However, Board Members Alex Green and Danielle Huey both announce that this time change does not work for them. However, 4:30 or 5:00 on either Thursday or Friday do work for them.

A brief discussion is had regarding variations and it is determined that another survey should be crafted and disseminated for the board to fill out. DDA Intern Kennedy will have one prepared for the next meeting and the item is tabled.

12:16 PM: New Business

Lathrup Village Music Festival Director Lauren Beras presents the monthly update to the DDA Board on the progress of the LVMF. The Music Festival has gone to print promotional materials and is no longer taking donations for this year's festival. However, they will accept for next year's festival, and will try to secure funding from sources so they are not chasing funding next year.

Lauren and DDA Director Colson will also be reaching out to the local Lowe's, hoping for an in-kind donation for fencing around the Family Fun Zone. The LVMF also has their promotional materials in the form of signs, posters and fliers, the latter of which will be mailed once available. The vendors spaces are being designed and Vendors are sending in their payments; there are approximately 14 vendors for this years' event. There are 11 sponsors who will have booths at the event as well.

Lauren highlights the newest business in the city, Mara Greens, and their involvement at the event as a vendor and sponsor. Filming has begun for promotional videos and commercials for the event, including sponsor and local business highlights.

And regarding the family fun area, we have secured the space for the full day; there will need to be volunteers watching at all times to ensure safety. There are currently 33 volunteers- 5 new and 28 returning- but there is a callout for at least two more volunteers for the event, specifically for the family fun area. There are volunteer events to clean up the park the day before and after the event. If anyone wants to volunteer, they can email Lauren directly at lvmfest@gmail.com.

Lauren does present two matters for the board to vote on. The final two invoices for approval: Robert Jensen and Niel Severs for stage, sound and tech. Niel worked with the LVMF last year to provide the stage, and Robert

Jensen is providing the sound equipment and other tech needed for the event. The package for tech is \$5,700- there has been no increase in price due to inflation though there has been an increase in the service being provided.

DDA Director Colson presents the two motions to vote on: First, the backline from NV Rentals and then the stage from Robert Jensen. City Administrator Greene makes motion to approve the stage equipment provided by NV Rentals for cost not to exceed \$1,525; Alex Green supports- the motion is passed unanimously. Bruce Kantor makes a motion to approve the rental of the stage provided by Robert Jensen for the cost not exceeding \$5,700; City Administrator Greene supports- the motion is passed unanimously.

12:32 PM: DDA Director Report

DDA Director Colson updates the Board on upcoming Tri-City events: The Southfield Area Chamber of Commerce is hosting an Economic Vitality breakfast- an annual event- on August 6th from 9:00 - 10:30 AM at the Plum Hollow Country Club.

There is a Networking Luncheon and Public Art Exploration event being put on by the Southfield DDA at the Southfield Municipal Complex, walking around the public art structures placed in the same area.

Oakland Thrive is hosting a “Developing a Business Plan” on August 19th from 10:00 AM to 12:00 PM at Lathrup Village City Hall.

The Lathrup Village Music Festival will be September 13th from 12:00 PM - 9:00 PM.

The Tri-City Partnership is hosting a seminar to boost holiday sales. The event is located in Oak Park this year on September 17th from 8:30 AM – 10:30 AM. A precise location is still being determined but will be publicized once a location has been determined.

Updates regarding businesses throughout the DDA District:

26600 Southfield Road- the Flagship Store for Holbrook Auto Parts is nearly complete. The entire plaza has been combined from 6 units into one, the exterior renovations are nearly complete and the interior buildout is well underway.

27310 Southfield Road- Lush Nails has acquired their wall sign and has completed the interior buildout.

27320 Southfield Road- Modern Suits and Clothing has acquired and installed their wall sign.

27330 Southfield Road- The Vapor Shoppe has begun their interior buildout.

28309 Southfield Road- Mara Greens has their simulators operational after months of inactivity due to tariffs. DDA Director Colson and the Code Enforcement officer did an inspection at the start of the month and can report that the business is nearing ready to be open to the public. Mara Greens will be present at the festival with two putting booths- anyone who sinks their putt will win time in the booths. Otherwise, participants will win their ball by just participating.

Infrastructure:

Concrete work around the two High-Intensity Activated Cross-Walk HAWK signals is complete and the signals are ready to be used by the public. A third cross walk system will be installed later this year south of I-696.

The multi-year alleyway paving project for FY25-26 is completed.

The resurfacing of Southfield Road Overpass at 11 Mile is completed.

Other Information:

During the August 19th meeting, the DDA Board needs to elect a vice-chair, a treasurer and a secretary. The only position of these that *technically* matter is the vice-chair, but all must be elected by the board per the DDA Bylaws. The secretary position would take notes for meeting minutes that will be completed by DDA Intern Kennedy, while the treasurer will follow up with the city treasurer department, since they handle finances for the DDA as a whole.

Additionally, the city is looking into reducing the strictness of the parking standards. It has been determined that the current parking standards limit new and redevelopment in the city. A brief discussion is had regarding the Southfield Boulevard Project and how a relaxed parking ordinance will be affect (or affect) the project.

12:50 PM: Adjournment

Pam Shermeyer makes a motion to adjourn the meeting. Bruce Kantor seconds. Motion passes unanimously. Meeting adjourned.

| GL NUMBER | DESCRIPTION | 2025-26 | | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|--|-----------------------------|----------------|--------|--------------------------|------------------------------|------------|-------------|------------|----------------|
| | | AMENDED BUDGET | NORMAL | 07/31/2025 (ABNORMAL) | MONTH 07/31/2025 INCREASE | (DECREASE) | NORMAL | (ABNORMAL) | |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | | | |
| Revenues | | | | | | | | | |
| Dept 000.000 | | | | | | | | | |
| 494-000.000-407.000 | TIFA-CAPTURE TAXES | 422,500.00 | | 22,511.95 | | 22,511.95 | 399,988.05 | | 5.33 |
| 494-000.000-410.000 | TAX COLLECTED OTHER | 38,000.00 | | 4,459.67 | | 4,459.67 | 33,540.33 | | 11.74 |
| 494-000.000-415.000 | MISCELLANEOUS REVENUE | 23,000.00 | | 0.00 | | 0.00 | 23,000.00 | | 0.00 |
| 494-000.000-446.000 | INVESTMENT INTEREST | 40,000.00 | | 0.00 | | 0.00 | 40,000.00 | | 0.00 |
| 494-000.000-614.000 | MUSIC FEST REV | 10,000.00 | | 5,850.00 | | 5,850.00 | 4,150.00 | | 58.50 |
| 494-000.000-665.000 | INVESTMENT INTEREST | 0.00 | | 1,436.73 | | 1,436.73 | (1,436.73) | | 100.00 |
| Total Dept 000.000 | | 533,500.00 | | 34,258.35 | | 34,258.35 | 499,241.65 | | 6.42 |
| TOTAL REVENUES | | 533,500.00 | | 34,258.35 | | 34,258.35 | 499,241.65 | | 6.42 |
| Expenditures | | | | | | | | | |
| Dept 000.000 | | | | | | | | | |
| 494-000.000-701.000 | SALARIES FULL-TIME | 130,000.00 | | 10,412.42 | | 10,412.42 | 119,587.58 | | 8.01 |
| 494-000.000-702.000 | SALARIES PART-TIME | 28,000.00 | | 2,887.50 | | 2,887.50 | 25,112.50 | | 10.31 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | 40,000.00 | | 4,147.47 | | 4,147.47 | 35,852.53 | | 10.37 |
| 494-000.000-722.000 | LEGAL SERVICES | 900.00 | | 0.00 | | 0.00 | 900.00 | | 0.00 |
| 494-000.000-726.000 | OFFICE SUPPLIES | 3,500.00 | | 41.32 | | 41.32 | 3,458.68 | | 1.18 |
| 494-000.000-810.000 | AUDITING & ACCOUNTING | 2,500.00 | | 0.00 | | 0.00 | 2,500.00 | | 0.00 |
| 494-000.000-822.000 | TRAINING/MEMBERSHIP | 5,000.00 | | 0.00 | | 0.00 | 5,000.00 | | 0.00 |
| 494-000.000-844.000 | MAIN STREET PROGRAM | 12,500.00 | | 23.98 | | 23.98 | 12,476.02 | | 0.19 |
| 494-000.000-845.000 | STREETSCAPING | 20,500.00 | | 0.00 | | 0.00 | 20,500.00 | | 0.00 |
| 494-000.000-846.000 | MUSIC FESTIVAL EXP | 10,000.00 | | 807.74 | | 807.74 | 9,192.26 | | 8.08 |
| 494-000.000-882.000 | PLANNING/CONSULTING FEES | 15,300.00 | | 0.00 | | 0.00 | 15,300.00 | | 0.00 |
| 494-000.000-900.000 | PRINTING/PUBLICATION COSTS | 2,000.00 | | 290.10 | | 290.10 | 1,709.90 | | 14.51 |
| 494-000.000-901.000 | POSTAGE FEES | 250.00 | | 0.00 | | 0.00 | 250.00 | | 0.00 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | 64,500.00 | | 0.00 | | 0.00 | 64,500.00 | | 0.00 |
| 494-000.000-955.000 | MISCELLANEOUS EXPENDITURES | 24,000.00 | | 0.00 | | 0.00 | 24,000.00 | | 0.00 |
| 494-000.000-968.001 | DEPRECACTION INFRASTRUCTURE | 40,000.00 | | 0.00 | | 0.00 | 40,000.00 | | 0.00 |
| 494-000.000-970.000 | CAPITAL EXPENDITURE | 100,000.00 | | 0.00 | | 0.00 | 100,000.00 | | 0.00 |
| 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 | | 528,950.00 | | 18,610.53 | | 18,610.53 | 510,339.47 | | 3.52 |
| TOTAL EXPENDITURES | | 528,950.00 | | 18,610.53 | | 18,610.53 | 510,339.47 | | 3.52 |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | | | | |
| TOTAL REVENUES | | 533,500.00 | | 34,258.35 | | 34,258.35 | 499,241.65 | | 6.42 |
| TOTAL EXPENDITURES | | 528,950.00 | | 18,610.53 | | 18,610.53 | 510,339.47 | | 3.52 |
| NET OF REVENUES & EXPENDITURES | | 4,550.00 | | 15,647.82 | | 15,647.82 | (11,097.82) | | 343.91 |

| Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY | | PERIOD ENDED | PERIOD ENDED |
|--|---------------------------------|--------------|--------------|
| GL Number | Description | 07/31/2024 | 07/31/2025 |
| *** Assets *** | | | |
| 494-000.000-001.006 | FLAGSTAR (POOLED) CASH-CHECKING | 0.00 | 311,654.13 |
| 494-000.000-010.000 | TRUST ACCOUNT-GENERAL | 966,875.67 | 0.00 |
| 494-000.000-028.096 | TAXES RECEIVABLE-PERSONAL PROP | 9,697.14 | 9,697.14 |
| 494-000.000-084.101 | DUE FROM GENERAL FUND | 345,625.46 | 501,436.95 |
| 494-000.000-141.001 | INFRASTRUCTURE | 640,945.69 | 640,945.69 |
| 494-000.000-177.000 | NON DEPRECIABLE-CAPITAL ASSETS | 27,972.00 | 27,972.00 |
| 494-000.000-177.001 | DEPRECIABLE ASSETS | 75,432.25 | 75,432.25 |
| 494-000.000-193.000 | ACCUMULATED DEPRECIATION | (277,782.22) | (277,782.22) |
| Total Assets | | 1,788,765.99 | 1,289,355.94 |
| *** Liabilities *** | | | |
| 494-000.000-202.000 | ACCOUNTS PAYABLE | 0.00 | (1,201.80) |
| 494-000.000-214.101 | DUE TO GENERAL FUND | 33,606.71 | 8,393.22 |
| Total Liabilities | | 33,606.71 | 7,191.42 |
| *** Fund Balance *** | | | |
| 494-000.000-390.000 | FUND BALANCE | 1,437,734.34 | 1,437,734.34 |
| Total Fund Balance | | 1,437,734.34 | 1,437,734.34 |
| Beginning Fund Balance | | 1,437,734.34 | 1,437,734.34 |
| Net of Revenues VS Expenditures - 24-25 | | | (171,217.64) |
| *24-25 End FB/25-26 Beg FB | | 1,266,516.70 | |
| Net of Revenues VS Expenditures - Current Year | | 317,424.94 | 15,647.82 |
| Ending Fund Balance | | 1,755,159.28 | 1,282,164.52 |
| Total Liabilities And Fund Balance | | 1,788,765.99 | 1,289,355.94 |

* Year Not Closed

| JE # | Date | Description | Reference # | OFFSETTING GL | DEBIT | CREDIT |
|---|------------|---|-------------|---------------------|------------|------------|
| 494-000.000-001.006 FLAGSTAR (POOLED) CASH-CHECKING | | | | | | |
| Journal CD: CD | | | | | | |
| 151222 | 07/15/2025 | Check: FPOOL 51167 | 51167 | Multiple | | 290.10 |
| 151252 | 07/15/2025 | Check: FPOOL 51197 | 51197 | Multiple | | 59.23 |
| 151253 | 07/15/2025 | Check: FPOOL 51198 | 51198 | Multiple | | 14,157.17 |
| 151269 | 07/15/2025 | Check: FPOOL 51214 | 51214 | Multiple | | 185.29 |
| 151275 | 07/15/2025 | Check: FPOOL 51220 | 51220 | Multiple | | 5,394.00 |
| 151586 | 07/31/2025 | Check: FPOOL 51300 | 51300 | Multiple | | 23.98 |
| 151591 | 07/31/2025 | Check: FPOOL 51305 | 51305 | Multiple | | 1,314.91 |
| 151608 | 07/31/2025 | Check: FPOOL 51322 | 51322 | Multiple | | 849.06 |
| 151619 | 07/31/2025 | Check: FPOOL 51333 | 51333 | Multiple | | 107.70 |
| 151636 | 07/31/2025 | Check: FPOOL 51350 | 51350 | Multiple | | 65.45 |
| 151651 | 07/31/2025 | Check: FPOOL 51305 | 51305 | Multiple | 1,314.91 | |
| 151652 | 07/31/2025 | Check: FPOOL 51356 | 51356 | Multiple | | 113.11 |
| 151653 | 07/31/2025 | Check: FPOOL 51357 | 51357 | Multiple | | 1,201.80 |
| Journal Totals | | | | | 1,314.91 | 23,761.80 |
| Journal CR: CR | | | | | | |
| 151296 | 07/14/2025 | SUMMARY CR: 07/14/2025 LVMF (K | | 494-000.000-614.000 | 140.00 | |
| 151326 | 07/16/2025 | SUMMARY CR: 07/16/2025 LVMF (K | | 494-000.000-614.000 | 70.00 | |
| 151446 | 07/28/2025 | SUMMARY CR: 07/28/2025 LVMF (K | | 494-000.000-614.000 | 500.00 | |
| 151664 | 07/31/2025 | SUMMARY CR: 07/31/2025 LVMF (K | | 494-000.000-614.000 | 70.00 | |
| Journal Totals | | | | | 780.00 | 0.00 |
| Journal DTDF: DUE TO/DUE FROM | | | | | | |
| 151027 | 07/07/2025 | TRF FROM FLAGSTAR POOL TO MI C 17223 | | Multiple | | 500,000.00 |
| Journal Totals | | | | | 0.00 | 500,000.00 |
| Journal GJ: GJ | | | | | | |
| 151025 | 07/07/2025 | INTERFUND DUE-TO/DUE-FROM | 17221 | Multiple | 70.20 | |
| 151079 | 07/07/2025 | MERS POSTING-PD JUNE PAYROLL | 17232 | Multiple | | 1,179.30 |
| 151078 | 07/10/2025 | OC MONTHLY DELQ PPTAX 06/2025 | 17231 | Multiple | 1,734.68 | |
| 151339 | 07/18/2025 | OC--LVMF SPONSORSHIP | 17253 | 494-000.000-614.000 | 5,000.00 | |
| 151644 | 07/31/2025 | INTERFUND DUE-TO/DUE-FROM | 17272 | Multiple | | 3,630.89 |
| 151741 | 07/31/2025 | TAX DISTRIBUTION (THRU 07/31/2 | 17301 | Multiple | 21,720.56 | |
| Journal Totals | | | | | 28,525.44 | 4,810.19 |
| Totals for 494-000.000-001.006 | | | | | 30,620.35 | 528,571.99 |
| Balance 07/01/25: | | | | 809,605.77 | | |
| Net Change: | | | | (497,951.64) | | |
| Balance 07/31/25: | | | | 311,654.13 | | |
| | | | | | | |
| 494-000.000-010.000 TRUST ACCOUNT-GENERAL | | | | | | |
| Journal GJ: GJ | | | | | | |
| 150964 | 07/02/2025 | TRF DDA TO GF & CLOSE @ FLAGST 17206 | | Multiple | | 0.20 |
| Journal Totals | | | | | 0.00 | 0.20 |
| Totals for 494-000.000-010.000 | | | | | 0.00 | 0.20 |
| Balance 07/01/25: | | | | 0.20 | | |
| Net Change: | | | | (0.20) | | |
| Balance 07/31/25: | | | | 0.00 | | |
| | | | | | | |
| 494-000.000-084.101 DUE FROM GENERAL FUND | | | | | | |
| Journal DTDF: DUE TO/DUE FROM | | | | | | |
| 151027 | 07/07/2025 | TRF FROM FLAGSTAR POOL TO MI C 17223 | | Multiple | 500,000.00 | |
| 151340 | 07/15/2025 | TAX DISTRIBUTION (THRU 07/15/2 17254 | | Multiple | 3,516.38 | |
| Journal Totals | | | | | 503,516.38 | 0.00 |
| Journal GJ: GJ | | | | | | |
| 151020 | 07/01/2025 | CR#330056 LVMF VENDOR FEE | 17216 | 494-000.000-614.000 | 35.00 | |
| 151021 | 07/02/2025 | CR#330097 LVMF VENDOR FEE | 17217 | 494-000.000-614.000 | 35.00 | |
| 151025 | 07/07/2025 | INTERFUND DUE-TO/DUE-FROM | 17221 | Multiple | | 70.00 |
| 151644 | 07/31/2025 | INTERFUND DUE-TO/DUE-FROM | 17272 | Multiple | | 3,516.16 |
| 151673 | 07/31/2025 | MONTHLY INTEREST POSTING- 07/3 17278 | | Multiple | 1,436.73 | |
| Journal Totals | | | | | 1,506.73 | 3,586.16 |
| Totals for 494-000.000-084.101 | | | | | 505,023.11 | 3,586.16 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 501,436.95 | | |
| Balance 07/31/25: | | | | 501,436.95 | | |
| | | | | | | |
| 494-000.000-202.000 ACCOUNTS PAYABLE | | | | | | |
| Journal AP: AP | | | | | | |
| 151507 | 07/03/2025 | AMAZON CAPITAL SERVICESVnd: AM 13DM-PYRJ-1D17 | | 494-000.000-844.000 | | 23.98 |
| 151164 | 07/08/2025 | 21ST CENTURY MEDIA- MICHIGANVn 2733494 | | Multiple | | 290.10 |

| JE # | Date | Description | Reference # | OFFSETTING GL | DEBIT | CREDIT |
|--------------------------------------|------------|---|--------------|---------------|-----------|----------|
| 494-000.000-202.000 ACCOUNTS PAYABLE | | | | | | |
| Journal AP: AP | | | | | | |
| 151520 | 07/08/2025 | BLUE CARE NETWORKVnd: BLUECARE | 251900021027 | Multiple | | 113.11 |
| 151204 | 07/15/2025 | MISSIONSQUARE - 803046Vnd: MIS | 6197165 | Multiple | | 185.29 |
| 151577 | 07/15/2025 | STANDARD INSURANCE COMPANYVnd: 07.15.25 | | Multiple | | 65.45 |
| 151545 | 07/18/2025 | FNBOVnd: FNBO Invoice: 07.23.2 | 07.23.25 | Multiple | | 41.32 |
| 151546 | 07/23/2025 | FNBOVnd: FNBO Invoice: 07.23.2 | 07.23.25.2 | Multiple | | 807.74 |
| 150806 | 07/31/2025 | BLUE CARE NETWORKVnd: BLUECARE | 251570019594 | Multiple | | 113.11 |
| 150807 | 07/31/2025 | BLUE CARE NETWORKVnd: BLUECARE | 251570024602 | Multiple | | 1,201.80 |
| 151558 | 07/31/2025 | MISSIONSQUARE - 803046Vnd: MIS | 695514 | Multiple | | 107.70 |
| Journal Totals | | | | | 0.00 | 2,949.60 |
| Journal CD: CD | | | | | | |
| 151222 | 07/15/2025 | Check: FPOOL 51167 | 51167 | Multiple | 290.10 | |
| 151252 | 07/15/2025 | Check: FPOOL 51197 | 51197 | Multiple | 59.23 | |
| 151253 | 07/15/2025 | Check: FPOOL 51198 | 51198 | Multiple | 14,157.17 | |
| 151269 | 07/15/2025 | Check: FPOOL 51214 | 51214 | Multiple | 185.29 | |
| 151275 | 07/15/2025 | Check: FPOOL 51220 | 51220 | Multiple | 5,394.00 | |
| 151586 | 07/31/2025 | Check: FPOOL 51300 | 51300 | Multiple | 23.98 | |
| 151591 | 07/31/2025 | Check: FPOOL 51305 | 51305 | Multiple | 1,314.91 | |
| 151608 | 07/31/2025 | Check: FPOOL 51322 | 51322 | Multiple | 849.06 | |
| 151619 | 07/31/2025 | Check: FPOOL 51333 | 51333 | Multiple | 107.70 | |
| 151636 | 07/31/2025 | Check: FPOOL 51350 | 51350 | Multiple | 65.45 | |
| 151651 | 07/31/2025 | Check: FPOOL 51305 | 51305 | Multiple | | 1,314.91 |
| 151652 | 07/31/2025 | Check: FPOOL 51356 | 51356 | Multiple | 113.11 | |
| 151653 | 07/31/2025 | Check: FPOOL 51357 | 51357 | Multiple | 1,201.80 | |
| Journal Totals | | | | | 23,761.80 | 1,314.91 |
| Totals for 494-000.000-202.000 | | | | | 23,761.80 | 4,264.51 |
| Balance 07/01/25: | | | | 18,295.49 | | |
| Net Change: | | | | (19,497.29) | | |
| Balance 07/31/25: | | | | 1,201.80 DR | | |

| | | | | | | |
|---|------------|--------------------------------|-------|----------|----------|-----------|
| 494-000.000-214.101 DUE TO GENERAL FUND | | | | | | |
| Journal GJ: GJ | | | | | | |
| 151706 | 07/01/2025 | 07/2025 DEPT HEAD DEF COMP MAT | 17291 | Multiple | | 187.53 |
| 150964 | 07/02/2025 | TRF DDA TO GF & CLOSE @ FLAGST | 17206 | Multiple | 0.20 | |
| 151025 | 07/07/2025 | INTERFUND DUE-TO/DUE-FROM | 17221 | Multiple | | 0.20 |
| 151644 | 07/31/2025 | INTERFUND DUE-TO/DUE-FROM | 17272 | Multiple | 7,147.05 | |
| Journal Totals | | | | | 7,147.25 | 187.73 |
| Journal PR: Payroll | | | | | | |
| 151486 | 07/14/2025 | 1ST PAY IN JULY | 17270 | Multiple | | 7,147.05 |
| 151672 | 07/31/2025 | 2ND PAY IN JULY | 17277 | Multiple | | 7,147.05 |
| Journal Totals | | | | | 0.00 | 14,294.10 |
| Totals for 494-000.000-214.101 | | | | | 7,147.25 | 14,481.83 |
| Balance 07/01/25: | | | | 1,058.64 | | |
| Net Change: | | | | 7,334.58 | | |
| Balance 07/31/25: | | | | 8,393.22 | | |

| | | | | | | |
|--|------------|--------------------------------|-------|-----------|------|-----------|
| 494-000.000-407.000 TIFA-CAPTURE TAXES | | | | | | |
| Journal DTDF: DUE TO/DUE FROM | | | | | | |
| 151340 | 07/15/2025 | TAX DISTRIBUTION (THRU 07/15/2 | 17254 | Multiple | | 2,842.57 |
| Journal Totals | | | | | 0.00 | 2,842.57 |
| Journal GJ: GJ | | | | | | |
| 151078 | 07/10/2025 | OC MONTHLY DELQ PPTAX 06/2025 | 17231 | Multiple | | 1,734.68 |
| 151741 | 07/31/2025 | TAX DISTRIBUTION (THRU 07/31/2 | 17301 | Multiple | | 17,934.70 |
| Journal Totals | | | | | 0.00 | 19,669.38 |
| Totals for 494-000.000-407.000 | | | | | 0.00 | 22,511.95 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 22,511.95 | | |
| Balance 07/31/25: | | | | 22,511.95 | | |

| | | | | | | |
|---|------------|--------------------------------|-------|----------|------|----------|
| 494-000.000-410.000 TAX COLLECTED OTHER | | | | | | |
| Journal DTDF: DUE TO/DUE FROM | | | | | | |
| 151340 | 07/15/2025 | TAX DISTRIBUTION (THRU 07/15/2 | 17254 | Multiple | | 673.81 |
| Journal Totals | | | | | 0.00 | 673.81 |
| Journal GJ: GJ | | | | | | |
| 151741 | 07/31/2025 | TAX DISTRIBUTION (THRU 07/31/2 | 17301 | Multiple | | 3,785.86 |
| Journal Totals | | | | | 0.00 | 3,785.86 |

| JE # | Date | Description | Reference # | OFFSETTING GL | DEBIT | CREDIT |
|---|------------|--------------------------------|--------------|---------------------|-----------|----------|
| 494-000.000-410.000 TAX COLLECTED OTHER | | | | | | |
| Totals for 494-000.000-410.000 | | | | | 0.00 | 4,459.67 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 4,459.67 | | |
| Balance 07/31/25: | | | | 4,459.67 | | |
| 494-000.000-614.000 MUSIC FEST REV | | | | | | |
| Journal CR: CR | | | | | | |
| 151296 | 07/14/2025 | SUMMARY CR: 07/14/2025 LVMF (K | | 494-000.000-001.006 | | 140.00 |
| 151326 | 07/16/2025 | SUMMARY CR: 07/16/2025 LVMF (K | | 494-000.000-001.006 | | 70.00 |
| 151446 | 07/28/2025 | SUMMARY CR: 07/28/2025 LVMF (K | | 494-000.000-001.006 | | 500.00 |
| 151664 | 07/31/2025 | SUMMARY CR: 07/31/2025 LVMF (K | | 494-000.000-001.006 | | 70.00 |
| Journal Totals | | | | | 0.00 | 780.00 |
| Journal GJ: GJ | | | | | | |
| 151020 | 07/01/2025 | CR#330056 LVMF VENDOR FEE | 17216 | 494-000.000-084.101 | | 35.00 |
| 151021 | 07/02/2025 | CR#330097 LVMF VENDOR FEE | 17217 | 494-000.000-084.101 | | 35.00 |
| 151339 | 07/18/2025 | OC--LVMF SPONSORSHIP | 17253 | 494-000.000-001.006 | | 5,000.00 |
| Journal Totals | | | | | 0.00 | 5,070.00 |
| Totals for 494-000.000-614.000 | | | | | 0.00 | 5,850.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 5,850.00 | | |
| Balance 07/31/25: | | | | 5,850.00 | | |
| 494-000.000-665.000 INVESTMENT INTEREST | | | | | | |
| Journal GJ: GJ | | | | | | |
| 151673 | 07/31/2025 | MONTHLY INTEREST POSTING- 07/3 | 17278 | Multiple | | 1,436.73 |
| Journal Totals | | | | | 0.00 | 1,436.73 |
| Totals for 494-000.000-665.000 | | | | | 0.00 | 1,436.73 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 1,436.73 | | |
| Balance 07/31/25: | | | | 1,436.73 | | |
| 494-000.000-701.000 SALARIES FULL-TIME | | | | | | |
| Journal PR: Payroll | | | | | | |
| 151486 | 07/14/2025 | 1ST PAY IN JULY | 17270 | Multiple | 5,206.21 | |
| 151672 | 07/31/2025 | 2ND PAY IN JULY | 17277 | Multiple | 5,206.21 | |
| Journal Totals | | | | | 10,412.42 | 0.00 |
| Totals for 494-000.000-701.000 | | | | | 10,412.42 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 10,412.42 | | |
| Balance 07/31/25: | | | | 10,412.42 | | |
| 494-000.000-702.000 SALARIES PART-TIME | | | | | | |
| Journal PR: Payroll | | | | | | |
| 151486 | 07/14/2025 | 1ST PAY IN JULY | 17270 | Multiple | 1,443.75 | |
| 151672 | 07/31/2025 | 2ND PAY IN JULY | 17277 | Multiple | 1,443.75 | |
| Journal Totals | | | | | 2,887.50 | 0.00 |
| Totals for 494-000.000-702.000 | | | | | 2,887.50 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 2,887.50 | | |
| Balance 07/31/25: | | | | 2,887.50 | | |
| 494-000.000-703.000 EMPLOYEE TAXES & BENEFITS | | | | | | |
| Journal AP: AP | | | | | | |
| 151520 | 07/08/2025 | BLUE CARE NETWORKEMPLOYEE TAXE | 251900021027 | Multiple | 113.11 | |
| 151204 | 07/15/2025 | MISSIONSQUARE - 803046EMPLOYEE | 6197165 | Multiple | 185.29 | |
| 151577 | 07/15/2025 | STANDARD INSURANCE COMPANYEMPL | 07.15.25 | Multiple | 65.45 | |
| 150806 | 07/31/2025 | BLUE CARE NETWORKEMPLOYEE TAXE | 251570019594 | Multiple | 113.11 | |
| 150807 | 07/31/2025 | BLUE CARE NETWORKEMPLOYEE TAXE | 251570024602 | Multiple | 1,201.80 | |
| 151558 | 07/31/2025 | MISSIONSQUARE - 803046EMPLOYEE | 695514 | Multiple | 107.70 | |
| Journal Totals | | | | | 1,786.46 | 0.00 |
| Journal GJ: GJ | | | | | | |
| 151706 | 07/01/2025 | 07/2025 DEPT HEAD DEF COMP MAT | 17291 | Multiple | 187.53 | |

| JE # | Date | Description | Reference # | OFFSETTING GL | DEBIT | CREDIT |
|---|------------|------------------------------|-------------|---------------|----------|--------|
| 494-000.000-703.000 EMPLOYEE TAXES & BENEFITS | | | | | | |
| Journal GJ: GJ | | | | | | |
| 151079 | 07/07/2025 | MERS POSTING-PD JUNE PAYROLL | 17232 | Multiple | 1,179.30 | |
| Journal Totals | | | | | 1,366.83 | 0.00 |
| Journal PR: Payroll | | | | | | |
| 151486 | 07/14/2025 | 1ST PAY IN JULY | 17270 | Multiple | 497.09 | |
| 151672 | 07/31/2025 | 2ND PAY IN JULY | 17277 | Multiple | 497.09 | |
| Journal Totals | | | | | 994.18 | 0.00 |
| Totals for 494-000.000-703.000 | | | | | 4,147.47 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 4,147.47 | | |
| Balance 07/31/25: | | | | 4,147.47 | | |

| | | | | | | |
|-------------------------------------|------------|--------------------|----------|----------|-------|------|
| 494-000.000-726.000 OFFICE SUPPLIES | | | | | | |
| Journal AP: AP | | | | | | |
| 151545 | 07/18/2025 | FNBOFFICE SUPPLIES | 07.23.25 | Multiple | 41.32 | |
| Journal Totals | | | | | 41.32 | 0.00 |
| Totals for 494-000.000-726.000 | | | | | 41.32 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 41.32 | | |
| Balance 07/31/25: | | | | 41.32 | | |

| | | | | | | |
|---|------------|---|---------------------|-------|-------|------|
| 494-000.000-844.000 MAIN STREET PROGRAM | | | | | | |
| Journal AP: AP | | | | | | |
| 151507 | 07/03/2025 | AMAZON CAPITAL SERVICESMAIN ST 13DM-PYRJ-1D17 | 494-000.000-202.000 | | 23.98 | |
| Journal Totals | | | | | 23.98 | 0.00 |
| Totals for 494-000.000-844.000 | | | | | 23.98 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 23.98 | | |
| Balance 07/31/25: | | | | 23.98 | | |

| | | | | | | |
|--|------------|-------------------------|------------|----------|--------|------|
| 494-000.000-846.000 MUSIC FESTIVAL EXP | | | | | | |
| Journal AP: AP | | | | | | |
| 151546 | 07/23/2025 | FNBO MUSIC FESTIVAL EXP | 07.23.25.2 | Multiple | 407.74 | |
| 151546 | 07/23/2025 | FNBO MUSIC FESTIVAL EXP | 07.23.25.2 | Multiple | 400.00 | |
| Journal Totals | | | | | 807.74 | 0.00 |
| Totals for 494-000.000-846.000 | | | | | 807.74 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 807.74 | | |
| Balance 07/31/25: | | | | 807.74 | | |

| | | | | | | |
|--|------------|--|--|----------|--------|------|
| 494-000.000-900.000 PRINTING/PUBLICATION COSTS | | | | | | |
| Journal AP: AP | | | | | | |
| 151164 | 07/08/2025 | 21ST CENTURY MEDIA- MICHIGANPR 2733494 | | Multiple | 290.10 | |
| Journal Totals | | | | | 290.10 | 0.00 |
| Totals for 494-000.000-900.000 | | | | | 290.10 | 0.00 |
| Balance 07/01/25: | | | | 0.00 | | |
| Net Change: | | | | 290.10 | | |
| Balance 07/31/25: | | | | 290.10 | | |

DDA Code Enforcement Report August 2025

| Address | Property Owner | Violation | Category | Status |
|---------------------|-------------------|---------------------------------------|----------------|-------------|
| 27241 Southfield Rd | Lathrup, Pharmacy | Owner instructed to remove wall signs | Sign Violation | Letter Sent |

Sec. 52-30. - (a) (2) Maintenance.

(a) Damaged or abandoned signs.

(2) Abandoned signs shall be removed or put into service. Removal of such signs shall include removal of the poles and/or supports.

INSPECTOR COMMENTS: Remove Abandoned Wall Sign

| | | | | |
|---------------------|------------------------------|----------------------------------|-------------------|----------|
| 28505 Southfield Rd | Help Center Investments, LLC | Grass not to exceed 7" in height | Tall Grass/ Weeds | Complied |
|---------------------|------------------------------|----------------------------------|-------------------|----------|

302.4 Weeds

Premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual

plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall

DDA Code Enforcement Report August 2025

Address **Property Owner** **Violation** **Category** **Status**

be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

INSPECTOR COMMENTS: weeds remain in and around parking lot and at rear

| | | | | |
|----------------------------|-----------------------------------|--|----------------------------|-----------------|
| 27411 Southfield Rd | SKZ Property Holdings, LLC | Outdoor tent not permitted - discontinue use of tent and outdoor dining | Accessory Structure | Complied |
|----------------------------|-----------------------------------|--|----------------------------|-----------------|

4.8 OUTDOOR DINING

1. The Planning Commission shall review requests for outdoor dining through the site plan review process.

8. Applications for outdoor dining shall be accompanied by fully dimensioned plans or drawings indicating the location and layout of the proposed seating area within the subject site, and the delineations method proposed.

INSPECTOR COMMENTS: Any/all outdoor commercial dining must be applied for and approved in order to be permitted

5.16 ACCESSORY BUILDINGS AND STRUCTURES

1. Accessory buildings or structures located in any use district shall be subject to the following regulations, unless otherwise provided in this chapter:

- A. Where an accessory building or structure is physically attached to a main building, it shall be subject to and must conform to, all regulations of this chapter applicable to main buildings unless otherwise specified.
- B. Accessory buildings or structures shall not be erected in any front yard nor in any exterior side yard setback unless otherwise provided in this chapter.

DDA Code Enforcement Report August 2025

Address **Property Owner** **Violation** **Category** **Status**

C. A detached accessory building shall not be located within 10 feet of any main building, nor shall it be located within one foot of an alley right-of-way. In no instance shall an accessory building or deck be located within an easement for public utilities or a public or private right-of-way.

INSPECTOR COMMENTS: covered tent not permitted - remove and discontinue further uses

| | | | | |
|----------------------------|-----------------------------------|--|---------------------------|--------------------|
| 27411 Southfield Rd | SKZ Property Holdings, LLC | Hours of operation not permitted between 11 PM & 7 AM | Hours of Operation | Letter Sent |
|----------------------------|-----------------------------------|--|---------------------------|--------------------|

4.7 HOURS OF OPERATION FOR ALL PLACES OF BUSINESS, TRADE OR COMMERCE

It is the express policy and intent of the city to preserve and protect its essence and character as a fine residential community by placing reasonable limitations on the uses of property where such uses will, or may be likely to, intrude upon the peaceful and quiet enjoyment of adjacent residential areas to an unreasonable degree or to be or to become a legal nuisance in fact as defined by the common law of this state. To this end, no place of business, trade or commerce shall be open for the transaction of business with the general public between the hours of 11:00 p.m. and 7:00 a.m. the following day except with the express prior approval of the Zoning Board of Appeals as a deviation under the provisions of Section 7.

INSPECTOR COMMENTS: HOURS OF OPERATION NOT PERMITTED BETWEEN 11 PM & 7 AM

| | | | | |
|----------------------------|---------------------------------------|--|---------------|-----------------|
| 28000 Southfield Rd | L.V. Property Investments, LLC | Pallets Stored at the southwest corner of building - Remove | Debris | Complied |
|----------------------------|---------------------------------------|--|---------------|-----------------|

54-66 Outside storage for unsightly or offensive materials.

No person shall cause or permit the premises he owns or otherwise has under his occupancy or control or the adjoining right-of-way to be used for the outside storage (outside of an appropriate container or building) of garbage, sewage, filth, refuse, dead or cut tree branches, waste, including yard waste, trash, debris, litter, rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery,

DDA Code Enforcement Report August 2025

Address Property Owner Violation Category Status

discarded building materials, discarded household goods, or any unsightly, offensive or obnoxious materials. All land areas found to be used for such purposes or to be strewn with such materials are declared to be public nuisances. (Code 1991, art. V, ch. 7, § 108)

INSPECTOR COMMENTS: Pallets Stored at Southwest Corner of Building – Remove

| | | | | |
|----------------------------|-----------------------------------|---|---|--------------------|
| 28309 Southfield Rd | Mouhajer Development, Inc. | Wall sign installed without approval and permit issuance | Working Without Required Permit(s) | Letter Sent |
|----------------------------|-----------------------------------|---|---|--------------------|

Sec. 52-27. - Permitting - Sign permit application requirements.

(a)Sign permits shall be issued by the planning and zoning administrator or his/her designee upon approval of a written application. Where electrical permits are required, they shall be obtained at the same time as the sign permit.

(c)The planning and zoning administrator or his/her designee shall consider and deny, approve, or approve with conditions, all sign applications for which an application is made and a review fee is paid. The planning and zoning administrator may initiate a review by the downtown development authority, if the site falls within the DDA district.

INSPECTOR COMMENTS: wall sign installed before review approval and permit issuance

| | | | | |
|----------------------------|--------------------------|--|-----------------------|-----------------|
| 26603 Southfield Rd | SMJ Building, LLC | Discontinue use of flashing "Open" sign | Sign Violation | Complied |
|----------------------------|--------------------------|--|-----------------------|-----------------|

Sec. 52-23. - (l) General requirements.

Signs shall not have scrolling, blinking, flashing, animated or fluttering lights or other illuminating devices which have a changing light intensity, brightness or color.

INSPECTOR COMMENTS: flashing/animated signs not permitted - discontinue use of flashing "Open" sign

DDA Code Enforcement Report August 2025

| Address | Property Owner | Violation | Category | Status |
|----------------------------|-----------------------------------|--|-----------------------|-----------------|
| 28305 Southfield Rd | Mouhajer Development, Inc. | Outline tubing signs limited to 1 per business - Discontinue use of more than 1 lighted "Open" sign | Sign Violation | Complied |

Sec. 52-25. - (e) Other signs

(1) Outline tubing sign. Outline tubing signs are limited to two square feet and one per business.

INSPECTOR COMMENTS: outline tubing signs limited to 1 per business - discontinue use of more than 1 lighted "Open" sign

| | | | | |
|----------------------------|------------------------------|--|--------------------------|--------------------|
| 27051 Southfield Rd | LAN LAN Holdings, LLC | Weeds observed near north side of building - grass & weeds not to exceed 7" in height | Tall Grass/ Weeds | Letter Sent |
|----------------------------|------------------------------|--|--------------------------|--------------------|

302.4 Weeds

Premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

INSPECTOR COMMENTS: weeds observed near north side of building - grass & weeds not to exceed 7" in height

DDA Code Enforcement Report August 2025

| Address | Property Owner | Violation | Category | Status |
|----------------------------|-------------------|--|-----------------------|--------------------|
| 26710 Southfield Rd | Surnow Co. | Maximum amount of coverage on windows not to exceed 10% of total area | Sign Violation | Letter Sent |

Sec. 52-26. - (g) Signs not requiring a permit.

(g) Window Signs. Window signs shall be permitted for non-residential uses. Window signs on a building side shall not exceed ten percent of the total glass area on that side of the building and on the floor where the sign will be located. Window signs shall include permanent and temporary decals and static vinyl clings that are visible from the exterior. Such signs shall be calculated on the full extent of the graphic representation, regardless of its opacity.

INSPECTOR COMMENTS: Maximum amount of coverage on windows not to exceed 10% of total area

| | | | | |
|----------------------------|--------------------|--|-----------------------|---------------------------------|
| 27330 Southfield Rd | Sadier Abro | Backlighting not to exceed a spread in excess of 4" | Sign Violation | Door Tagged, Letter Sent |
|----------------------------|--------------------|--|-----------------------|---------------------------------|

Sec. 52-23. - (k) (5) Illumination.

Backlit signs shall use only white for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign elements.

INSPECTOR COMMENTS: Backlighting not to exceed a spread in excess of 4"



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

MEMORANDUM

To: DDA Board of Directors

From: Austin Colson, Director – Community & Economic Development/DDA
 Thomas Kennedy, Intern – Community & Economic Development/DDA

Date: August 15, 2025

RE: Proposed New Meeting Time

Background

Over the past several months, the DDA has held ongoing discussions regarding our regular meeting schedule. To ensure all members had the opportunity to provide input, four surveys were conducted, and the topic was discussed during several board meetings.

At the June Special Meeting, a consensus emerged in favor of moving the meeting time to 4:00 p.m. on the third Thursday of each month. This proposal was brought forward for a final vote at the July meeting to determine whether the change should be adopted. During this meeting a fourth survey vote was requested by board members.

Following the vote, the results were as follows:

| Meeting Times | Votes |
|-----------------------|----------|
| Thursday at 4:00 p.m. | 2 |
| Thursday at 5:00 p.m. | 1 |
| Thursday at 7:00 p.m. | 1 |
| Friday at Noon | 3 |

The majority of board members voted to retain the current meeting time of 12:00 p.m. on the third Friday of each month.

Suggested Motion: "I move to retain the current DDA meeting schedule, holding regular meetings at 12:00 p.m. on the third Friday of each month."



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

MEMORANDUM

To: DDA Board of Directors
 From: Austin Colson, Director – Community & Economic Development/DDA
 Date: August 15, 2025
 RE: Property Tax Adjustment – Michigan First Credit Union

Background

Over the past year, the City of Lathrup Village was involved in a Michigan Tax Tribunal case with Michigan First Credit Union regarding their property assessments for tax years 2023 and 2024.

In May 2024, the Michigan Tax Tribunal issued a Consent Judgment (attached) granting a reduction in both the assessed and taxable values of the property located at 24-14-356-052, resulting in lower tax obligations for the credit union for both years.

At that time, the City implemented the adjustment for the 2024 tax year, while the adjustment for the 2023 tax year was to be handled by Oakland County. In July 2025, Oakland County completed the adjustment for 2023 (see attached report) and issued an invoice requesting repayment of the refunded taxes.

Impact on DDA Budget

The total impact on the DDA budget from the 2023 tax year adjustment is \$82,148.44. This amount is required to be repaid to Oakland County, as they are the entity that issued the refund to Michigan First Credit Union.

This unanticipated reimbursement will have a significant effect on the DDA's FY25-26 budget. The Finance Director has brought this to our attention so that the DDA Board may discuss how best to respond and plan for the impact during upcoming budget adjustments or deliberations.

Please review the attached Consent Judgment and Oakland County Detail Report for additional background.

OAKLAND COUNTY TREASURER

DETAIL REPORT

CITY OF LATHRUP VILLAGE-DDA

07/31/2025

PAYMENTS AND CHARGES

00100

Tax Year 2024

| Type | CVT | Fund | Class Code | Property Key | Tax(Real) | Tax(Personal) | Local Unit Interest | Local Delq Interest | Revolving Fund Interest | MTT/STC Interest | Total |
|-----------------------|-------------------------|-------|------------|------------------|-----------|---------------|---------------------|---------------------|-------------------------|------------------|----------|
| Tax Receipt | City of Lathrup Village | 00100 | 251 | 40 99-00-016-003 | \$0.00 | \$19.73 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$19.73 |
| Tax Receipt | City of Lathrup Village | 00100 | 251 | 40 99-00-018-007 | \$0.00 | \$155.15 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$155.15 |
| Tax Receipt | City of Lathrup Village | 00100 | 251 | 40 99-00-024-008 | \$0.00 | \$164.71 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$164.71 |
| 2024 Tax Year Total | | | | | \$0.00 | \$339.59 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$339.59 |
| 00100 Fund Code Total | | | | | \$0.00 | \$339.59 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$339.59 |

00101

Tax Year 2023

| Type | CVT | Fund | Class Code | Property Key | Tax(Real) | Tax(Personal) | Local Unit Interest | Local Delq Interest | Revolving Fund Interest | MTT/STC Interest | Total |
|-----------------------|-------------------------|-------|------------|------------------|--------------|---------------|---------------------|---------------------|-------------------------|------------------|--------------|
| Adjustment | City of Lathrup Village | 00101 | 201 | 40 24-14-356-052 | \$-82,148.44 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$-82,148.44 |
| 2023 Tax Year Total | | | | | \$-82,148.44 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$-82,148.44 |
| 00101 Fund Code Total | | | | | \$-82,148.44 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$-82,148.44 |

PAYMENTS AND CHARGES Total:

\$-82,148.44

\$339.59

\$0.00

\$0.00

\$0.00

\$0.00

\$-81,808.85

GRETCHEN WHITMER
GOVERNORSTATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSINGMARLON I. BROWN, DPA
DIRECTORMichigan First Credit Union,
Petitioner,

MICHIGAN TAX TRIBUNAL

v

MTT Docket No. 23-001156

City of Lathrup Village,
Respondent.Presiding Judge
Mark PerryORDER GRANTING MOTION TO AMEND TO ADD THE 2024 TAX YEARORDER GRANTING JOINT STIPULATION FOR ENTRY OF CONSENT JUDGMENTCONSENT JUDGMENT

The Tribunal has reviewed the Stipulation and finds that it comports with the mandates of State law.¹ Further, a Motion has been filed requesting that the Tribunal permit Petitioner to amend the petition filed in this case to include the subject property's true cash and taxable values for the subsequent 2024 tax year. Respondent has not filed a response to the Motion to Amend. More importantly, the Motion is timely under MCL 205.737 and 205.735a and Petitioner has shown good cause to justify the granting of the Motion. As a result, the Tribunal shall grant Petitioner's Motion and enter the parties' Stipulation. Therefore,

IT IS ORDERED that the Motion to Amend to Add 2024 Tax Year is GRANTED.

IT IS FURTHER ORDERED that the Joint Stipulation for Entry of Consent Judgment including all attachments, terms and conditions is GRANTED and ADOPTED, unless otherwise indicated.

IT IS FURTHER ORDERED that the officer charged with maintaining the assessment rolls for the tax years at issue shall correct or cause the assessment rolls to be corrected to reflect the property's true cash and taxable values as provided in this Consent Judgment within 20 days of the entry of the Consent Judgment.²

IT IS FURTHER ORDERED that the officer charged with collecting or refunding the affected taxes shall collect taxes and any applicable interest or issue a refund as required by the Consent Judgment within 28 days of the entry of the Consent Judgment. If a refund is warranted, it shall, unless otherwise indicated, include a proportionate share of any property tax administration fees paid and of penalty and interest paid on delinquent taxes. The refund shall also, unless otherwise indicated,

¹ See MCL 211.27a.

² See MCL 205.755.

separately indicate the amount of the taxes, fees, penalties, and interest being refunded. A sum determined by the Tribunal to have been unlawfully paid shall, unless otherwise indicated, bear interest from the date of payment to the date of judgment and the judgment shall bear interest to the date of its payment. A sum determined by the Tribunal to have been underpaid shall not bear interest for any time period prior to 28 days after the issuance of this Consent Judgment. Pursuant to MCL 205.737, interest shall accrue (i) after December 31, 2013, through June 30, 2016, at the rate of 4.25%, (ii) after June 30, 2016, through December 31, 2016, at the rate of 4.40%, (iii) after December 31, 2016, through June 30, 2017, at the rate of 4.50%, (iv) after June 30, 2017, through December 31, 2017, at the rate of 4.70%, (v) after December 31, 2017, through June 30, 2018, at the rate of 5.15%, (vi) after June 30, 2018, through December 31, 2018, at the rate of 5.41%, (vii) after December 31, 2018 through June 30, 2019, at the rate of 5.9%, (viii) after June 30, 2019 through December 31, 2019, at the rate of 6.39%, (ix) after December 31, 2019, through June 30, 2020, at the rate of 6.40%, (x) after June 30 2020, through December 31, 2020, at the rate of 5.63%, (xi) after December 31, 2020, through June 30, 2022, at the rate of 4.25%, (xii) after June 30, 2022, through December 31, 2022, at the rate of 4.27%, (xiii) after December 31, 2022, through June 30, 2023, at the rate of 5.65%, (xiv) after June 30, 2023, through December 31, 2023, at the rate of 8.25%, (xv) after December 31, 2023, through June 30, 2024, at the rate of 9.30%, and (xvi) after June 30, 2024, through December 31, 2024, at the rate of 9.50%.

This Consent Judgment resolves all pending claims in this matter and closes this case.

See docket look up for a copy of stipulation and for any possible refund paragraph.

By 

Entered: May 22, 2024
jw

PROOF OF SERVICE

I certify that a copy of the foregoing was sent on the entry date indicated above to the parties or their attorneys or authorized representatives, if any, utilizing either the mailing or email addresses on file, as provide by those parties, attorneys, or authorized representatives.

By: Tribunal Clerk

STATE OF MICHIGAN
DEPARTMENT OF LICENSING & REGULATORY AFFAIRS
MICHIGAN OFFICE OF ADMINISTRATIVE HEARINGS AND RULES
MICHIGAN TAX TRIBUNAL

Michigan First Credit Union,
Petitioner,

v

MTT Docket No. 23-001156

City of Lathrup Village,
Respondent.

**STIPULATION FOR ENTRY OF CONSENT JUDGMENT
AND CONSENT JUDGMENT**

1. The case is pending in the X Entire Tribunal OR Small Claims Division.
2. Property Parcel Nos:

40-24-14-356-052
40-24-14-356-053
3. The values for the property identified above as established by Respondent's Board of Review are:

| Tax Year | Parcel Number | True Cash Value | Assessed Value | Taxable Value |
|----------|------------------|-----------------|----------------|---------------|
| 2023 | 40-24-14-356-052 | \$ 26,652,920 | \$ 13,326,460 | \$ 12,515,860 |
| 2023 | 40-24-14-356-053 | \$ 600,360 | \$ 300,180 | \$ 244,820 |
| 2024 | 40-24-14-356-052 | \$ 26,662,760 | \$ 13,331,380 | \$ 13,141,650 |
| 2024 | 40-24-14-356-053 | \$ 598,280 | \$ 299,140 | \$ 257,060 |

4. The values for the property identified above as stipulated by the parties for settlement purposes are:

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Consent Judgment, Page 2 of 3

| Tax Year | Parcel Number | True Cash Value | Assessed Value | Taxable Value |
|----------|------------------|-----------------|----------------|---------------|
| 2023 | 40-24-14-356-052 | \$ 20,048,000 | \$ 10,024,000 | \$ 10,024,000 |
| 2023 | 40-24-14-356-053 | \$ 452,000 | \$ 226,000 | \$ 226,000 |
| 2024 | 40-24-14-356-052 | \$ 20,048,000 | \$ 10,024,000 | \$ 10,024,000 |
| 2024 | 40-24-14-356-053 | \$ 452,000 | \$ 226,000 | \$ 226,000 |

5. If stipulation addresses tax years other than the tax year originally appealed or tax years added through motions to amend that have been granted by the Tribunal, list the separate facts upon which the parties rely to invoke the Tribunal's authority over those tax year or years (attach additional page if necessary):


6. List separately any special terms or conditions being proposed by the parties that would affect the execution of this Consent Judgment including, but not limited to, the joint payment of the refund, the waiver of interest, etc. (attach additional page if necessary):
 - The parties agree that interest is waived on all refunds issued pursuant to this stipulation as to all applicable jurisdictions.
 - The parties agree that the stipulation regarding the subject property's assessed and taxable values is strictly for settlement purposes only.
 - This stipulation constitutes the entire agreement between the parties, written or otherwise, as to the property's assessment(s) for the tax year(s) at issue.
 - Pay refund jointly to "DM Colliers, c/o Michigan First Credit Union."
 - Refund check must be sent to: Colliers International, Attn: Joshua T. Shillair, Esq. Vice President | Tax Appeal, 400 W 4th Street, Suite 350, Royal Oak, MI 48067.


Signature of Petitioner's Authorized Representative:

Signed: _____/s/ Joshua T. Shillair_____ Dated: 5/17/2024
Joshua T. Shillair, Esq. (P72674), Attorney for Petitioner

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Signature of Respondent's Authorized Representative:

Signed:  Dated: 05/20/2024
Scott R. Baker, Esq. (P69106), Attorney for Respondent

Signed:  Dated: 5/20/2024
Terry Schultz, Oakland County Equalization, Representative for Respondent

[Consent Judgment will be prepared by the Tribunal.]



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

MEMORANDUM

To: DDA Board of Directors
 From: Austin Colson, Director – Community & Economic Development/DDA
 Date: August 15, 2025
 RE: Lathrup Village Music Festival (LVMF) T-shirt Purchase

Background

Over the past month, quotes for screen printing of the official t-shirts for the 2025 Lathrup Village Music Festival (LVMF) were requested. Three vendors were contacted—two provided quotes, and another verbally expressed interest but never submitted a written quote.

Attached is the lowest quote received from local producer *TDMK Silk Screening* for the production of festival branded t-shirts imprinted with the festival's custom five-color logo on the front and sponsor logos on the back. The total cost for this order is \$1,339.

The second vendor *Speedy Tees* submitted a quote of \$1,410.

TDMK Silk Screening has successfully provided high-quality t-shirts for the first two editions of the music festival. Their familiarity with our design requirements and proven reliability make them a strong choice for continuing this partnership.

If approved, this order will allow us to maintain consistent branding and quality for our official merchandise.

Suggested Motion: "I move to authorize the DDA Director to contract with TDMK Silk Screening for the production of official Lathrup Village Music Festival 2025 t-shirts at a cost of \$1,339, as quoted, for sale as festival merchandise."

TDMK

Silk Screening

17134 Hubbell St., Detroit, MI 48235

T-SHIRTS * SWEATSHIRTS * SWEAT PANTS * SHORTS * CAPS * JACKETS * TOTE BAGS

Phone (313) 300-0638

tdmkdetroit@sbcglobal.net

Invoice

August 6, 2025

Lathrup Village

Contact: Austin Colson

| Description | Quantity | Size | Unit Cost | Cost |
|---|------------------------|--------|--------------|-------------------|
| Black Softstyle T-shirts imprinted on the front with a custom plastisol screen printed four color logo and imprinted on the back with a one color logo | 4 | Small | \$19.00 each | \$1,273.00 |
| | 20 | Medium | " | |
| | 21 | Large | " | |
| | 22 | XL | " | |
| | 3 | 2XL | \$22.00 each | \$ 66.00 |
| Art Charge \$25 each color | Waived | | \$125.00 | No Charge |
| Screen Charge \$25 each | | | \$125.00 | |
| Garment Charge | | | | \$1,339.00 |
| Tax | Tax Exempt Business | | Shipping | |
| Total Due | | | | \$1,339.00 |

Thank you for your order!

Contact Person: Frank Watts

MEMORANDUM

To: LVDDA Board of Directors

From: Austin Colson, CED/DDA Director

Date: August 15, 2025

RE: Department/Director Report

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

Upcoming DDA Events

- Food Truck Friday hosted by the Parks and Recreation Committee will feature *Wetzel's Detroit* and *Kona Ice*: August 22nd, 4:30pm-7:30pm (Location: City Hall).
- Developing a Business Plan: August 19th, 10am-12pm (Location: Community Room)
- Lathrup Village Third Annual Music Festival: September 13th, 12pm-9pm (Municipal Park)
- Using AI Tools in Small Business: September 16th, 8:45am-11am (Location: Waterford)
- Resources to Boost Holiday Sales Seminar: September 17th, 8:30am-10:30am (Oak Park)

Past DDA Events

- Networking luncheon and public art exploration: August 12th, 10:30am-1pm (Location: Meet at the "SFLD" letters in front of Southfield City Hall)
- Southfield Chamber of Commerce Economic Vitality Breakfast: August 6th, 9am-10:30am (Location: Plum Hollow Country Club)

Business/Property Updates

- 26600 Southfield Road (Holbrook Auto Parts) – Zoning Board of Appeals request for a variance to the city's zoning ordinance regarding signage size for principal wall signs has been received.
- 27320 Southfield Road (Lush Nails) – Interior build out is ongoing.
- 27330 Southfield Road (Vapor Shoppe) – Interior build out is ongoing
- 27700 Southfield Road (Annie Lathrup High School) – City Council will hold a public hearing on the review and consideration of an application for a workforce housing Payment in Lieu of Taxes (PILOT) for the property on September 15th, 2025, at 7:30 p.m. in the City Council Chambers.

Infrastructure

- Contractor selected to install HAWK traffic signal at Southfield Road and Kilbirnie Avenue is scheduled to begin work on August 18, 2025, with an estimated completion date of November 1, 2025 .
- Final payment for FY25 alleyway improvements has been submitted to Finance for processing.

Miscellaneous

- A grant in the amount of \$28,000 has been secured from the Michigan Economic Development Corporation (MEDC) for the updating of the city's comprehensive plan. The city received the grant due to the efforts spearheaded by Thomas Kennedy to recertify the city at a Redevelopment Ready Community (RRC) with the MEDC.
- The Historic District Commission Mural Approval has approved a new mural installation on the south side of City Hall in partnership with the Detroit Institute of Arts (DIA). A local artist has been selected, and work is scheduled to begin in spring/summer 2026.