



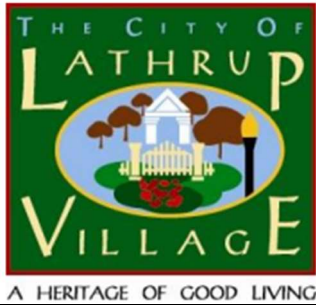
# Downtown Development Authority

Friday, June 21, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
  - [A.](#) May 2024 - DDA Board Minutes
5. **Public Comment on Agenda Items (*speakers are limited to 3 minutes*)**
6. **Consent Agenda**
  - [A.](#) May 2024 - Financial Reports
  - [B.](#) May 2024 - Code Enforcement Report
7. **Old Business**
8. **New Business**
  - [A.](#) FY 23/24 DDA Budget Amendments
  - [B.](#) Metro Times advertisement invoice
  - [C.](#) Contract with Paul Hill
9. **DDA Director Report**
  - [A.](#) June 2024 - CED Report
10. **Public Comment (*speakers are limited to 3 minutes*)**
11. **Adjourn**



# Downtown Development Authority

Friday, May 17, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

## 1. Call to Order

Chair Prime called the meeting to order at 12:00 PM.

## 2. Roll Call

Present: Felton, Garrett/Kantor, Greene, Prime, Shermeyer, Sugg, Huey

Excused: Ford, Jones

Shermeyer moved to excuse Board Members Ford & Jones, seconded by Kantor.

Motion Passed

## 3. Approval of Agenda

Shermeyer moved to approve the agenda, seconded by Kantor.

Motion Passed

## 4. Approval of Minutes

A. 4-19-24 - DDA Board Minutes

Kantor moved to approve the April 19, 2024, DDA Board Minutes, seconded by Shermeyer.

Motion Passed

## 5. Public Comment on Agenda Items (*speakers are limited to 3 minutes*)

Rick Wisz – Parker Performance Contract; Other LVMF Performance Agreements

NOTE: Mayor Garrett arrived at 12:06 to replace alternate Mayor Pro-Tem Kantor

## 6. Consent Agenda

A. Monthly Financial Reports

B. Committee Reports

C. Monthly Code Enforcement Report

Shermeyer moved to approve the consent agenda as presented, seconded by Sugg.

Motion Passed

## 7. **Old Business**

### A. FY 24/25 DDA Budget (v3)

Garrett moved to approve the FY 24/25 DDA Budget with the removal of \$100,000 for the Municipal Park Play Structure Match within the Streetscaping Line Item, seconded by Sugg.  
Motion Passed

## 8. **New Business**

### A. Request to Confirm Community & Economic Development Director Appointment

Garrett moved to confirm Austin Colson as the Lathrup Village Community & Economic Development Director, seconded by Shermeyer.  
Motion Passed

### B. Request to Approve Community & Economic Development Director Computer Purchase

Shermeyer moved to approve the Community & Economic Development Director Computer Purchase from VC3, seconded by Felton.  
Motion Passed

### C. Request to Approve LVMF Terrence Parker Performance Agreement

NOTE: Felton had to leave at 1:15 PM.

No motion presented.

### D. Request to Approve LVMF Robert Jenson (Lights, Stage, Sound) Proposal

Shermeyer moved to approve Robert Jenson to provide light, stage, and sound services for the LVMF for a total fee of \$5,700, seconded by Sugg.  
Motion Passed.

Garrett moved to enter into a DJ agreement with Stacy "Hotwaxx" Hale for an estimated cost of \$1,000, seconded by Sugg.  
Motion Passed

## 9. **DDA Director Report**

N/A

## 10. **Public Comment (*speakers are limited to 3 minutes*)**

N/A

## 11. **Adjourn**

Garrett moved to adjourn at 1:20 PM, seconded by Sugg.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
141055	05/31/2024	MONTHLY INTEREST POSTING-	05/2 16262	Multiple	3,212.69	
Journal Totals					3,212.69	0.00
Totals for 494-000.000-010.000					3,212.69	0.00
Balance 05/01/24:				914,026.03		
Net Change:				3,212.69		
Balance 05/31/24:				917,238.72		

494-000.000-084.101 DUE FROM GENERAL FUND						
Journal GJ: GJ						
140655	05/16/2024	CR 314886 314887	16241	494-000.000-415.000	75.00	
140872	05/29/2024	PETER TRUSZA VENDORS FEE RECEI	16256	494-000.000-614.000	25.00	
140871	05/30/2024	LVMF DONATION RECEIPT#315293 5	16255	494-000.000-614.000	2,000.00	
141052	05/31/2024	INTERFUND DUE-TO/DUE-FROM (NO	16259	Multiple	5,300.02	
Journal Totals					7,400.02	0.00
Totals for 494-000.000-084.101					7,400.02	0.00
Balance 05/01/24:				7,400.02 CR		
Net Change:				7,400.02		
Balance 05/31/24:				0.00		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
140232	05/02/2024	BERGER CHEVROLETVnd: BERG CHEV	115821	494-000.000-955.000		33,584.00
140235	05/02/2024	MISSIONSQUARE - 803046Vnd: MIS	APRIL 30, 2024	Multiple		125.68
140239	05/02/2024	STANDARD INSURANCE COMPANYVnd:	APRIL-MAY 2024	Multiple		94.43
140264	05/03/2024	PLANTE MORANVnd: PLANTE MOR In	10222119 - GENE	Multiple		1,334.23
140459	05/15/2024	BLUE CARE NETWORKVnd: BLUECARE	241280001434	Multiple		97.97
140460	05/15/2024	BLUE CARE NETWORKVnd: BLUECARE	241280003143	Multiple		1,168.12
140467	05/15/2024	CARMEN JOHNSONVnd: C JOHNSON I	01	494-000.000-844.000		950.00
140500	05/15/2024	FLOCK GROUP INCVnd: FLOCK SAFE	39400	494-000.000-955.000		15,000.00
140504	05/15/2024	GIFFELS-WEBSTER ENG INCVnd: GW	131675	494-000.000-933.000		15,026.65
140505	05/15/2024	GIFFELS-WEBSTER ENG INCVnd: GW	131676	494-000.000-933.000		2,811.35
140530	05/15/2024	NADIR OMOWALE Vnd: NADIR OMOW	4-30-2024	494-000.000-844.000		1,100.00
140535	05/15/2024	PAMELA SHERMEYERVnd: SHERMEYER	5-15-2024	494-000.000-845.000		234.43
140537	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2458	494-000.000-933.000		2,400.00
140539	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2455	494-000.000-933.000		250.00
140540	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2451	494-000.000-933.000		250.00
140541	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2452	494-000.000-933.000		2,100.00
140542	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2456	494-000.000-933.000		125.00
140543	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2457	494-000.000-933.000		100.00
140544	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2454	494-000.000-933.000		2,300.00
140545	05/15/2024	PARADISE GARDEN LANDSCAPINGVnd	2453	494-000.000-933.000		2,275.00
140549	05/15/2024	PLANTE MORANVnd: PLANTE Invoi	10158780	Multiple		1,157.15
140551	05/15/2024	PLANTE MORANVnd: PLANTE MOR In	10222134-G	Multiple		1,055.15
140563	05/15/2024	THORNETTA DAVIS ANDERSONVnd: T	4.30.2024	494-000.000-844.000		1,250.00
140918	05/31/2024	C & G NEWSPAPERSVnd: C & G Inv	W1-0155-2423	494-000.000-900.000		482.40
140920	05/31/2024	CARDMEMBER SERVICEVnd: CARDMEM	MAY312024	494-000.000-726.000		21.19
140921	05/31/2024	CARDMEMBER SERVICEVnd: CARDMEM	MAY312024-SUSIE	Multiple		1,213.71
140937	05/31/2024	JAY BROWNVnd: JAY BROWN Invoic	51802	494-000.000-971.000		2,000.00
140938	05/31/2024	L. ANTHONY CONSTRUCTIONVnd: L.	05/20/2024	494-000.000-933.000		209,470.18
140943	05/31/2024	MISSIONSQUARE - 803046Vnd: MIS	MAY 15 2024	Multiple		125.68
140945	05/31/2024	MISSIONSQUARE - 803046Vnd: MIS	MAY 30 2024	Multiple		125.68
140953	05/31/2024	PLANTE MORANVnd: PLANTE MOR In	10250713	Multiple		3,843.00
140959	05/31/2024	ROBERT JENSONVnd: JENSON ROB I	R09334	494-000.000-844.000		2,850.00
140962	05/31/2024	STANDARD INSURANCE COMPANYVnd:	MAY 30 2024	Multiple	51.41	
Journal Totals					51.41	304,921.00

Journal CD: CD						
140243	05/03/2024	Check: NBDC 49020	49020	Multiple	33,584.00	
140246	05/03/2024	Check: NBDC 49023	49023	Multiple	125.68	
140248	05/03/2024	Check: NBDC 49025	49025	Multiple	94.43	
140265	05/03/2024	Check: NBDC 49026	49026	Multiple	1,334.23	
140590	05/15/2024	Check: NBDC 49032	49032	Multiple	1,266.09	
140596	05/15/2024	Check: NBDC 49038	49038	Multiple	950.00	
140608	05/15/2024	Check: NBDC 49050	49050	Multiple	15,000.00	
140609	05/15/2024	Check: NBDC 49051	49051	Multiple	17,838.00	
140625	05/15/2024	Check: NBDC 49067	49067	Multiple	1,100.00	
140630	05/15/2024	Check: NBDC 49072	49072	Multiple	234.43	
140631	05/15/2024	Check: NBDC 49073	49073	Multiple	9,800.00	
140632	05/15/2024	Check: NBDC 49074	49074	Multiple	1,157.15	
140633	05/15/2024	Check: NBDC 49075	49075	Multiple	1,055.15	
140641	05/15/2024	Check: NBDC 49083	49083	Multiple	1,250.00	
140977	05/31/2024	Check: NBDC 49099	49099	Multiple	482.40	
140979	05/31/2024	Check: NBDC 49101	49101	Multiple	21.19	

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
140980	05/31/2024	Check: NBDC 49102	49102	Multiple	1,213.71	
140990	05/31/2024	Check: NBDC 49112	49112	Multiple	2,000.00	
140991	05/31/2024	Check: NBDC 49113	49113	Multiple	209,470.18	
140996	05/31/2024	Check: NBDC 49118	49118	Multiple	125.68	
140997	05/31/2024	Check: NBDC 49119	49119	Multiple	125.68	
141003	05/31/2024	Check: NBDC 49125	49125	Multiple	3,843.00	
141009	05/31/2024	Check: NBDC 49131	49131	Multiple	2,850.00	
141012	05/31/2024	Check: NBDC 49134	49134	Multiple		51.41
Journal Totals					304,921.00	51.41
Totals for 494-000.000-202.000					304,972.41	304,972.41
Balance 05/01/24:				0.00		
Net Change:				0.00		
Balance 05/31/24:				0.00		

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
140243	05/03/2024	Check: NBDC 49020	49020	Multiple		33,584.00
140246	05/03/2024	Check: NBDC 49023	49023	Multiple		125.68
140248	05/03/2024	Check: NBDC 49025	49025	Multiple		94.43
140265	05/03/2024	Check: NBDC 49026	49026	Multiple		1,334.23
140590	05/15/2024	Check: NBDC 49032	49032	Multiple		1,266.09
140596	05/15/2024	Check: NBDC 49038	49038	Multiple		950.00
140608	05/15/2024	Check: NBDC 49050	49050	Multiple		15,000.00
140609	05/15/2024	Check: NBDC 49051	49051	Multiple		17,838.00
140625	05/15/2024	Check: NBDC 49067	49067	Multiple		1,100.00
140630	05/15/2024	Check: NBDC 49072	49072	Multiple		234.43
140631	05/15/2024	Check: NBDC 49073	49073	Multiple		9,800.00
140632	05/15/2024	Check: NBDC 49074	49074	Multiple		1,157.15
140633	05/15/2024	Check: NBDC 49075	49075	Multiple		1,055.15
140641	05/15/2024	Check: NBDC 49083	49083	Multiple		1,250.00
140977	05/31/2024	Check: NBDC 49099	49099	Multiple		482.40
140979	05/31/2024	Check: NBDC 49101	49101	Multiple		21.19
140980	05/31/2024	Check: NBDC 49102	49102	Multiple		1,213.71
140990	05/31/2024	Check: NBDC 49112	49112	Multiple		2,000.00
140991	05/31/2024	Check: NBDC 49113	49113	Multiple		209,470.18
140996	05/31/2024	Check: NBDC 49118	49118	Multiple		125.68
140997	05/31/2024	Check: NBDC 49119	49119	Multiple		125.68
141003	05/31/2024	Check: NBDC 49125	49125	Multiple		3,843.00
141009	05/31/2024	Check: NBDC 49131	49131	Multiple		2,850.00
141012	05/31/2024	Check: NBDC 49134	49134	Multiple	51.41	
Journal Totals					51.41	304,921.00
Journal GJ: GJ						
140427	05/13/2024	MERS POSTING PLAN#629877 corre	16232	Multiple		46.67
140427	05/13/2024	MERS POSTING PLAN#629877 corre	16232	Multiple		46.67
140723	05/31/2024	MERS POSTING-FOR APRIL PAYROLL	16248	Multiple		1,079.30
141052	05/31/2024	INTERFUND DUE-TO/DUE-FROM (NO	16259	Multiple		5,300.02
Journal Totals					0.00	6,472.66
Journal PR: Payroll						
141133	05/13/2024	MAY 13, 2024 PAYROLL	16272	Multiple		7,347.47
141054	05/30/2024	MAY 30 PAYROLL	16261	Multiple		4,981.70
Journal Totals					0.00	12,329.17
Totals for 494-000.000-214.101					51.41	323,722.83
Balance 05/01/24:				35,916.31		
Net Change:				323,671.42		
Balance 05/31/24:				359,587.73		

494-000.000-415.000 MISCELLANEOUS REVENUE						
Journal GJ: GJ						
140655	05/16/2024	CR 314886 314887	16241	494-000.000-084.101		75.00
Journal Totals					0.00	75.00
Totals for 494-000.000-415.000					0.00	75.00
Balance 05/01/24:				3,044.59		
Net Change:				75.00		
Balance 05/31/24:				3,119.59		

494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
141055	05/31/2024	MONTHLY INTEREST POSTING-	05/2 16262	Multiple		3,212.69

User: JESSICA FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup TRANSACTIONS FROM 05/01/2024 TO 05/31/2024

Item 6A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
Journal Totals					0.00	3,212.69
Totals for 494-000.000-446.000					0.00	3,212.69
Balance 05/01/24:				39,204.64		
Net Change:				3,212.69		
Balance 05/31/24:				42,417.33		
494-000.000-614.000 MUSIC FEST						
Journal GJ: GJ						
140872	05/29/2024	PETER TRUSZA VENDORS FEE RECEI	16256	494-000.000-084.101		25.00
140871	05/30/2024	LVMF DONATION RECEIPT#315293 5	16255	494-000.000-084.101		2,000.00
Journal Totals					0.00	2,025.00
Totals for 494-000.000-614.000					0.00	2,025.00
Balance 05/01/24:				1,000.00		
Net Change:				2,025.00		
Balance 05/31/24:				3,025.00		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
141133	05/13/2024	MAY 13, 2024 PAYROLL	16272	Multiple	6,842.38	
141054	05/30/2024	MAY 30 PAYROLL	16261	Multiple	4,637.20	
Journal Totals					11,479.58	0.00
Totals for 494-000.000-701.000					11,479.58	0.00
Balance 05/01/24:				146,387.84		
Net Change:				11,479.58		
Balance 05/31/24:				157,867.42		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
140235	05/02/2024	MISSIONSQUARE - 803046EMPLOYEE	APRIL 30, 2024	Multiple	125.68	
140239	05/02/2024	STANDARD INSURANCE COMPANYEMPL	APRIL-MAY 2024	Multiple	94.43	
140459	05/15/2024	BLUE CARE NETWORKEMPLOYEE TAXE	241280001434	Multiple	97.97	
140460	05/15/2024	BLUE CARE NETWORKEMPLOYEE TAXE	241280003143	Multiple	1,168.12	
140943	05/31/2024	MISSIONSQUARE - 803046EMPLOYEE	MAY 15 2024	Multiple	125.68	
140945	05/31/2024	MISSIONSQUARE - 803046EMPLOYEE	MAY 30 2024	Multiple	125.68	
140962	05/31/2024	STANDARD INSURANCE COMPANYEMPL	MAY 30 2024	Multiple		51.41
Journal Totals					1,737.56	51.41
Journal GJ: GJ						
140427	05/13/2024	MERS POSTING PLAN#629877 corre	16232	Multiple	46.67	
140427	05/13/2024	MERS POSTING PLAN#629877 corre	16232	Multiple	46.67	
140723	05/31/2024	MERS POSTING-FOR APRIL PAYROLL	16248	Multiple	1,079.30	
Journal Totals					1,172.64	0.00
Journal PR: Payroll						
141133	05/13/2024	MAY 13, 2024 PAYROLL	16272	Multiple	505.09	
141054	05/30/2024	MAY 30 PAYROLL	16261	Multiple	344.50	
Journal Totals					849.59	0.00
Totals for 494-000.000-703.000					3,759.79	51.41
Balance 05/01/24:				56,995.47		
Net Change:				3,708.38		
Balance 05/31/24:				60,703.85		
494-000.000-726.000 OFFICE SUPPLIES						
Journal AP: AP						
140920	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024	494-000.000-202.000	21.19	
140921	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024-SUSIE	Multiple	134.99	
140921	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024-SUSIE	Multiple	1,067.18	
140921	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024-SUSIE	Multiple	40.30	
140921	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024-SUSIE	Multiple	21.19	
140921	05/31/2024	CARDMEMBER SERVICEOFFICE SUPPL	MAY312024-SUSIE	Multiple	21.19	
Journal Totals					1,306.04	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-726.000 OFFICE SUPPLIES						
Totals for 494-000.000-726.000					1,306.04	0.00
Balance 05/01/24:				1,838.85		
Net Change:				1,306.04		
Balance 05/31/24:				3,144.89		
494-000.000-810.000 AUDITING & ACCOUNTING						
Journal AP: AP						
140264	05/03/2024	PLANTE MORANAUDITING & ACCOUNT	10222119 - GENE	Multiple	1,334.23	
140549	05/15/2024	PLANTE MORANAUDITING & ACCOUN	10158780	Multiple	1,157.15	
140551	05/15/2024	PLANTE MORANAUDITING & ACCOUNT	10222134-G	Multiple	1,055.15	
140953	05/31/2024	PLANTE MORANAUDITING & ACCOUNT	10250713	Multiple	3,843.00	
Journal Totals					7,389.53	0.00
Totals for 494-000.000-810.000					7,389.53	0.00
Balance 05/01/24:				5,958.53		
Net Change:				7,389.53		
Balance 05/31/24:				13,348.06		
494-000.000-822.000 TRAINING/MEMBERSHIP						
Journal AP: AP						
140921	05/31/2024	CARDMEMBER SERVICETRAINING/MEM	MAY312024-SUSIE	Multiple		71.14
Journal Totals					0.00	71.14
Totals for 494-000.000-822.000					0.00	71.14
Balance 05/01/24:				3,495.85		
Net Change:				(71.14)		
Balance 05/31/24:				3,424.71		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
140467	05/15/2024	CARMEN JOHNSONMAIN STREET PROG	01	494-000.000-202.000	950.00	
140530	05/15/2024	NADIR OMOWALE MAIN STREET PROG	4-30-2024	494-000.000-202.000	1,100.00	
140563	05/15/2024	THORNETTA DAVIS ANDERSONMAIN S	4.30.2024	494-000.000-202.000	1,250.00	
140959	05/31/2024	ROBERT JENSONMAIN STREET PROGR	R09334	494-000.000-202.000	2,850.00	
Journal Totals					6,150.00	0.00
Totals for 494-000.000-844.000					6,150.00	0.00
Balance 05/01/24:				13,169.55		
Net Change:				6,150.00		
Balance 05/31/24:				19,319.55		
494-000.000-845.000 STREETSCAPING						
Journal AP: AP						
140535	05/15/2024	PAMELA SHERMEYERSTREETSCAPING	5-15-2024	494-000.000-202.000	234.43	
Journal Totals					234.43	0.00
Totals for 494-000.000-845.000					234.43	0.00
Balance 05/01/24:				9,980.00		
Net Change:				234.43		
Balance 05/31/24:				10,214.43		
494-000.000-900.000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						
140918	05/31/2024	C & G NEWSPAPERSPRINTING/PUBLI	W1-0155-2423	494-000.000-202.000	482.40	
Journal Totals					482.40	0.00
Totals for 494-000.000-900.000					482.40	0.00
Balance 05/01/24:				1,806.69		
Net Change:				482.40		
Balance 05/31/24:				2,289.09		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
140504	05/15/2024	GIFFELS-WEBSTER ENG INCREPAIRS	131675	494-000.000-202.000	15,026.65	
140505	05/15/2024	GIFFELS-WEBSTER ENG INCREPAIRS	131676	494-000.000-202.000	2,811.35	

06/12/2024 10:07 AM

ACTIVITY BY GL/JOURNAL REPORT FOR CITY OF LATHRUP VILLAGE

Page: 5/5

User: JESSICA

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

DB: Lathrup

TRANSACTIONS FROM 05/01/2024 TO 05/31/2024

Item 6A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
140537	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2458	494-000.000-202.000	2,400.00	
140539	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2455	494-000.000-202.000	250.00	
140540	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2451	494-000.000-202.000	250.00	
140541	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2452	494-000.000-202.000	2,100.00	
140542	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2456	494-000.000-202.000	125.00	
140543	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2457	494-000.000-202.000	100.00	
140544	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2454	494-000.000-202.000	2,300.00	
140545	05/15/2024	PARADISE GARDEN LANDSCAPINGREP	2453	494-000.000-202.000	2,275.00	
140938	05/31/2024	L. ANTHONY CONSTRUCTIONREPAIRS	05/20/2024	494-000.000-202.000	209,470.18	
Journal Totals					237,108.18	0.00
Totals for 494-000.000-933.000					237,108.18	0.00
Balance 05/01/24:				48,038.85		
Net Change:				237,108.18		
Balance 05/31/24:				285,147.03		
494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal AP: AP						
140232	05/02/2024	BERGER CHEVROLETMISCELLANEOUS	115821	494-000.000-202.000	33,584.00	
140500	05/15/2024	FLOCK GROUP INCMISCELLANEOUS E	39400	494-000.000-202.000	15,000.00	
Journal Totals					48,584.00	0.00
Totals for 494-000.000-955.000					48,584.00	0.00
Balance 05/01/24:				1,502.93		
Net Change:				48,584.00		
Balance 05/31/24:				50,086.93		
494-000.000-971.000 SIGN GRANT PROGRAM						
Journal AP: AP						
140937	05/31/2024	JAY BROWNSIGN GRANT PROGRAM	51802	494-000.000-202.000	2,000.00	
Journal Totals					2,000.00	0.00
Totals for 494-000.000-971.000					2,000.00	0.00
Balance 05/01/24:				13,480.00		
Net Change:				2,000.00		
Balance 05/31/24:				15,480.00		

Item 6A.



Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY		PERIOD ENDED	PERIOD ENDED
GL Number	Description	05/31/2023	05/31/2024
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,096,463.05	917,238.72
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	23,503.93	9,697.14
494-000.000-084.101	DUE FROM GENERAL FUND	459,714.51	0.00
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(199,302.22)	(229,016.22)
Total Assets		1,765,912.21	1,083,452.58
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	151,285.67	359,587.73
Total Liabilities		151,285.67	359,587.73
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,417,080.33	1,283,692.70
Total Fund Balance		1,417,080.33	1,283,692.70
Beginning Fund Balance		1,417,080.33	1,284,693.70
Net of Revenues VS Expenditures		197,546.21	(559,827.85)
Fund Balance Adjustments		0.00	(1,001.00)
Ending Fund Balance		1,614,626.54	723,864.85
Total Liabilities And Fund Balance		1,765,912.21	1,083,452.58

06/12/2024 09:58 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

Page: 1/1

User: JESSICA

DB: Lathrup

PERIOD ENDING 05/31/2024

Item 6A.

G/L NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024 (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000.000						
494-000.000-407.000	TIFA-CAPTURE TAXES	367,901.00	26,761.25	0.00	341,139.75	7.27
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00	7,459.33	0.00	30,028.67	19.90
494-000.000-415.000	MISCELLANEOUS REVENUE	21,974.00	3,119.59	75.00	18,854.41	14.20
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	42,417.33	3,212.69	(32,417.33)	424.17
494-000.000-614.000	MUSIC FEST	0.00	3,025.00	2,025.00	(3,025.00)	100.00
Total Dept 000.000		437,363.00	82,782.50	5,312.69	354,580.50	18.93
TOTAL REVENUES		437,363.00	82,782.50	5,312.69	354,580.50	18.93
Expenditures						
Dept 000.000						
494-000.000-701.000	SALARIES FULL-TIME	170,940.00	157,867.42	11,479.58	13,072.58	92.35
494-000.000-702.000	SALARIES PART-TIME	5,000.00	4,525.00	0.00	475.00	90.50
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	60,000.00	60,703.85	3,708.38	(703.85)	101.17
494-000.000-722.000	LEGAL SERVICES	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,350.00	3,144.89	1,306.04	3,205.11	49.53
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	13,348.06	7,389.53	(12,548.06)	1,668.51
494-000.000-822.000	TRAINING/MEMBERSHIP	10,050.00	3,424.71	(71.14)	6,625.29	34.08
494-000.000-844.000	MAIN STREET PROGRAM	22,500.00	19,319.55	6,150.00	3,180.45	85.86
494-000.000-845.000	STREETSCAPING	132,000.00	10,214.43	234.43	121,785.57	7.74
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	17,059.39	0.00	(1,759.39)	111.50
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,289.09	482.40	(289.09)	114.45
494-000.000-901.000	POSTAGE FEES	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	417,293.00	285,147.03	237,108.18	132,145.97	68.33
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00	50,086.93	48,584.00	3,370.07	93.70
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00	0.00	0.00	30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	15,480.00	2,000.00	(5,480.00)	154.80
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		958,790.00	642,610.35	318,371.40	316,179.65	67.02
TOTAL EXPENDITURES		958,790.00	642,610.35	318,371.40	316,179.65	67.02
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		437,363.00	82,782.50	5,312.69	354,580.50	18.93
TOTAL EXPENDITURES		958,790.00	642,610.35	318,371.40	316,179.65	67.02
NET OF REVENUES & EXPENDITURES		(521,427.00)	(559,827.85)	(313,058.71)	38,400.85	107.36

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
27310 SOUTHFIELD	LATHRUP VILLAGE PLA	GLASS DOOR DAMAGE AND NOT SECURED	Re-Inspection	Property Maintenance	

304.1 General.  
The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

INSPECTOR COMMENTS: GLASS DOOR DAMAGE AND NOT SECURED

28455 SOUTHFIELD RD	28455 SOUTHFIELD ROAD	TALL GRASS/WEEDS	Ordinance	Tall Grass/ Weeds	Closed
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302.4 Weeds  
All premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided.

INSPECTOR COMMENTS: CITY CONTRACTOR TO CUT TALL GRASS/WEEDS IF VIOLATION REMAINS AFTER 7 DAYS AT EXPENSE OF OWNER

26600 SOUTHFIELD RD	IGWT REALTY 11, LLC	TALL GRASS/WEEDS	Ordinance	Tall Grass/ Weeds	
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302.4 Weeds  
All premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided.

INSPECTOR COMMENTS: TALL GRASS/WEEDS TO BE CUT WITHIN SEVEN DAYS TO AVOID CUTTING BY CITY AT EXPENSE TO OWNER

28001 SOUTHFIELD RD	AESTHETICS AND BEYO	TALL GRASS/WEEDS	Ordinance	Tall Grass/ Weeds	
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302.4 Weeds  
All premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided.

INSPECTOR COMMENTS: TALL GRASS AND WEEDS TO BE CUT WITHIN 7 DAYS TO AVOID CITY CUTTING AT EXPENSE OF OWNER

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
28001 SOUTHFIELD RD	AESTHETICS AND BEYO	CONSTRUCTION DEBRIS NEAR STREET - REMOVE	Re-Inspection	DEBRIS	Discovered
		ROAD COMMISSION DEBRIS			

304.1 General.  
The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

INSPECTOR COMMENTS: CONSTRUCTION DEBRIS NEAR STREET - REMOVE

28001 SOUTHFIELD RD	AESTHETICS AND BEYO	DUMPSTER ON PROPERTY WITHOUT PERMIT	Re-Inspection	Refuse Container w/o F	Discovered
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Dumpster/Portable Storage Container Permit  
7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property within the city for more than 48 consecutive hours without a permit issued by the city administrator.

INSPECTOR COMMENTS: CONSTRUCTION DEBRIS NEAR STREET - REMOVE

26400 SOUTHFIELD RD	26400 SOUTHFIELD ROAD	DUMPSTER ON PROPERTY WITHOUT PERMIT	Re-Inspection	Dumpster - No permit	Discovered
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Dumpster/Portable Storage Container Permit  
7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property within the city for more than 48 consecutive hours without a permit issued by the city administrator.

INSPECTOR COMMENTS: DUMPSTER ON PROPERTY WITHOUT PERMIT

26333 SOUTHFIELD RD	DANOBAY PROPERTIES,	DITCH AND CULVERT TO BE MAINTAINED - PERMIT PMEXC-022-21 EXPIRED 2/22/23	Re-Inspection	Ditch and Culvert Mai	
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# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.  
(Ord. No. 409-10, pt. II, 10-18-2010)

INSPECTOR COMMENTS: DITCH AND CULVERT TO BE MAINTAINED - PERMIT PMEXC-022-21 EXPIRED 2/22/23

26021 SOUTHFIELD RD	KATTOUAH, ANDROS	TALL GRASS/WEEDS - CUT GRASS TO AVOIT CITY CONTRACTOR MOWING/CHARGE	Re-Inspection	Tall Grass/ Weeds	Discovered
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302.4 Weeds  
All premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided.

INSPECTOR COMMENTS: TALL GRASS/WEEDS - CUT GRASS TO AVOIT CITY CONTRACTOR MOWING/CHARGE

26606 SOUTHFIELD	IGWT REALTY 11, LLC	COVERAGE OF WINDOW GLASS NOT TO EXCEED 10% OF TOTAL AREA	Re-Inspection	Sign Violation	Discovered
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52-24 Sign  
Window Sign - Ten (10%) percent of the total glass area on that side of the building and on the floor where the sign will be located.

INSPECTOR COMMENTS: COVERAGE OF WINDOW GLASS NOT TO EXCEED 10% OF TOTAL AREA

26440 SOUTHFIELD RD	GREEN III, ALEX	DUMPSTER TRAILER AT REAR OF PROPERTY WITHOUT PERMIT	Re-Inspection	Dumpster - No permit	
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Dumpster/Portable Storage Container Permit

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property within the city for more than 48 consecutive hours without a permit issued by the city administrator.

INSPECTOR COMMENTS: DUMPSTER TRAILER AT REAR OF PROPERTY WITHOUT PERMIT

28901 SOUTHFIELD RD	SOUTHFIELD LLC	SIGNAGE/BANNERS ON NORTH AND SOUTH OF BUILDING	Re-Inspection	Sign Violation	Discovered
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Sec. 52-28. - Prohibited signs.  
The following signs are prohibited:

(1)Add-on signs(2)Animated signs(3)Beacon lights(4)Banners (except street banners advertising community/special events)(5)Feather and flutter signs(6)Festoons(7)Inflatable signs(8)Mirrors or mirrored signs(9)Moving signs(10)Obsolete signs(11)Pennants(12)Pole signs(13)Roof signs(14)Snipe signs  
(Ord. No. 437-15, pt. II, 4-20-2015; Ord. No. 464-21 , 6-21-2021)

INSPECTOR COMMENTS: SIGNAGE/BANNERS ON NORTH AND SOUTH OF BUILDING

27300 SOUTHFIELD	LATHRUP VILLAGE PLA	DUMPSTER ON PROPERTY WITHOUT PERMIT	Re-Inspection	Refuse Container w/o P	Discovered
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54-35. - Dumpsters  
Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish collectors for pickup. Dumpsters can 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)

INSPECTOR COMMENTS: DUMPSTER ON PROPERTY WITHOUT PERMIT

27236 SOUTHFIELD RD	LATHFILED INVESTMEN	TALL GRASS & WEEDS - OWNER TO KEEP GRASS BELOW 7" BETWEEN ALLEY AND HOMES AT REAR	Re-Inspection	Tall Grass/ Weeds	Letter Sent
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Tall Grass and Weeds

Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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Grass and weeds have exceeded a height of 7 inches. If not cut within 7 days the violation will be corrected by the City’s Contractor at homeowner’s expense.

INSPECTOR COMMENTS: TALL GRASS & WEEDS - OWNER TO KEEP GRASS BELOW 7" BETWEEN ALLEY AND HOMES AT REAR

27236 SOUTHFIELD RD	LATHFIELD INVESTMEN	TALL GRASS & WEEDS - OWNER TO KEEP GRASS BELOW 7" BETWEEN ALLEY AND HOMES AT REAR	RE-INSPECTION - ORI	Tall Grass/ Weeds	Letter Sent
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Tall Grass and Weeds

Grass and weeds have exceeded a height of 7 inches. If not cut within 7 days the violation will be corrected by the City’s Contractor at homeowner’s expense.

INSPECTOR COMMENTS: TALL GRASS & WEEDS - OWNER TO KEEP GRASS BELOW 7" BETWEEN ALLEY AND HOMES AT REAR

Records: 15

06/12/2024	BUDGET REPORT FOR CITY OF LATHRUP VILLAGE					
Calculations as of 06/30/2024						
		2023-24	2023-24	2023-24		
		AMENDED	ACTIVITY	RECOMMENDED		
GL NUMBER	DESCRIPTION	BUDGET	As of 6/12/24	AMENDMENT	DIFFERENCE	NOTES
494-000.000-407.000	TIFA-CAPTURE TAXES	\$ 367,901	\$ 26,761	\$ 415,275	\$ 47,374	
494-000.000-410.000	TAX COLLECTED OTHER	\$ 37,488	\$ 7,459	\$ 37,337	\$ (151)	
494-000.000-415.000	MISCELLANEOUS REVENUE	\$ 21,974	\$ 3,120	\$ 3,100	\$ (18,874)	
494-000.000-446.000	INVESTMENT INTEREST	\$ 10,000	\$ 42,417	\$ 42,400	\$ 32,400	Higher Interest Rates
494-000.000-614.000	MUSIC FEST		\$ 3,025	\$ 3,025	\$ 3,025	Music Festival Sponsors
		\$ 437,363	\$ 82,782	\$ 501,137	\$ 63,774	
					\$ -	
494-000.000-701.000	SALARIES FULL-TIME	\$ 170,940	\$ 157,867	\$ 170,940	\$ -	
494-000.000-702.000	SALARIES PART-TIME	\$ 5,000	\$ 4,525	\$ 5,000	\$ -	
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	\$ 60,000	\$ 60,704	\$ 65,000	\$ 5,000	
494-000.000-722.000	LEGAL SERVICES	\$ 900		\$ 900	\$ -	
494-000.000-726.000	OFFICE SUPPLIES	\$ 6,350	\$ 3,145	\$ 6,000	\$ (350)	
494-000.000-802.000	TAX TRIBUNAL RETURNS	\$ 2,000		\$ 2,000	\$ -	
494-000.000-810.000	AUDITING & ACCOUNTING	\$ 800	\$ 13,348	\$ 15,000	\$ 14,200	Approved PM Assistance
494-000.000-822.000	TRAINING/MEMBERSHIP	\$ 10,050	\$ 3,425	\$ 7,000	\$ (3,050)	
494-000.000-844.000	MAIN STREET PROGRAM	\$ 22,500	\$ 19,320	\$ 25,000	\$ 2,500	
494-000.000-845.000	STREETSCAPING	\$ 132,000	\$ 10,214	\$ 30,000	\$ (102,000)	Removal of Municipal Park Match
494-000.000-882.000	PLANNING/CONSULTING FEES	\$ 15,300	\$ 17,059	\$ 19,000	\$ 3,700	
494-000.000-900.000	PRINTING/PUBLICATION COSTS	\$ 2,000	\$ 2,289	\$ 2,500	\$ 500	
494-000.000-901.000	POSTAGE FEES	\$ 200		\$ 200	\$ -	
494-000.000-933.000	REPAIRS & MAINTENANCE	\$ 417,293	\$ 285,147	\$ 350,000	\$ (67,293)	Alley Project Less Than Projected
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	\$ 53,457	\$ 50,087	\$ 53,457	\$ -	
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	\$ 30,000		\$ 30,000	\$ -	
494-000.000-971.000	SIGN GRANT PROGRAM	\$ 10,000	\$ 15,480	\$ 15,480	\$ 5,480	
494-000.000-971.001	FACADE GRANT PROGRAM	\$ 20,000		\$ 10,000	\$ (10,000)	
		\$ 958,790	\$ 642,610	\$ 807,477	\$ (151,313)	
	Total DDA Rev	\$ 437,363	\$ 82,782	\$ 501,137		
	Total DDA Exp	\$ 958,790	\$ 642,610	\$ 807,477		
		\$ (521,427)	\$ (559,828)	\$ (306,340)		









# Memorandum

To: DDA Board of Directors  
From: Austin Colson, DDA Director  
Date: June 21, 2024  
RE: Proposed FY 23/24 June Budget Amendments

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The DDA staff and Board of Directors make an earnest effort each year to make realistic revenue projections and budget accordingly. As a standard practice the DDA tries to limit budget amendments to twice per fiscal year. The budget amendments for FY 23/24 are described below.

## **Revenues**

The total revenue from TIFA-Capture taxes for FY2024 has yet to be deposited as of June 12, 2024. Resulting in total revenue amounts to be 81% less than anticipated at this time, for a total revenue of \$82,782.

## **Expenditures**

Overall, the total expenses were 33% less than anticipated. Many of the budgeted expenses were lower than expected and those line items have been reduced and/or zeroed out. Modest increases in Employee Taxes & Benefits, Auditing & Accounting services, Main Street Program, Planning/Consulting Fees, Printing/Publication Costs, and Sign Grant Program are proposed.

With these amendments to both the revenue and expenses the DDA will only be withdrawing \$306,340 from the fund balance.

**Suggested Motion: To adopt the proposed June Amendments to the FY 23/24 DDA Budget.**



Detroit Metro Times  
PO Box 20734  
Ferndale, MI 48220

Date

06/11/24

Invoice

061124

<b>Invoice</b>	<b>Account #:</b>	62562
<b>Terms:</b> PREPAY		
<b>Amount Due:</b>	\$1,225.70	

### Lathrup Village Music Festival

<b>Payment Amount:</b>		\$	
Visa <input type="checkbox"/> MC <input type="checkbox"/> Amex <input type="checkbox"/> Exp. ____/____			
Card #	<div> <div></div><div></div><div></div><div></div> <div></div><div></div><div></div><div></div> <div></div><div></div><div></div><div></div> <div></div><div></div><div></div><div></div> </div>	CVV Code: _____	Billing Zip Code: _____
Signature: _____			
All Fields are required when paying by Credit Card			

Please return top portion with payment

### Detroit Metro Times

PO Box 20734  
Ferndale, MI 48220

### ADVERTISER

Lathrup Village Music

62562

DATE	QUANTITY	DESCRIPTION	PAGE	PUBLICATION / OPTIONS	AMOUNT
		Summer Sale package #1			\$595.00
		Summer Sale package #2			\$595.00

#### CAMPAIGN

1/2 pg

Full pg ad

250,000 web impressions

Instagram and Dedicated Eblast

+ FP to run 8/7 inside cover = \$1190

+ 3% fee

**Partial Payment of \$595 plus fee due today**

**Credit Card payments subject to a 3% processing fee.**

**ACH Payments:**  
**Midwest BankCentre**  
**Routing 081000676**  
**Account 55292387**

Credit Card surcharge:  
PAYMENTS :

\$35.70

Amount Due: \$1,225.70

Overdue accounts will be charged 1-1/2% interest per month from invoice date. 21% Annual Rate.

## PAUL HILL PERFORMANCE AGREEMENT

AGREEMENT("Agreement") entered into this 11th day of June 2024 serves as a contract for live music performance between the undersigned artist Paul Hill and LVDDA, purchaser of such services. Please read carefully, sign, and return a copy of the Agreement.

PURCHASER: Lathrup Village Downtown Development Authority (LVDDA)

EVENT: Lathrup Village Music Festival

CONTACT: Adam Laurie

ADDRESS: 27400 Southfield Rd, Southfield, MI 48076

ARTIST: Paul Hill

VENUE: Lathrup Village Municipal Park

DATE OF SHOW: Saturday August 10, 2024 (Rain Date: Sunday, August 11,2024)

SET SCHEDULE: 75 Minute Set

START TIME: 6:00pm - 7:15pm pending

LOAD IN TIME: 5:00pm

SOUND & LIGHTS: PROVIDED BY VENUE

STAGE: PROVIDED BY THE VENUE

BACKLINE: TBA

SOUNDCHECK: TBA

PAYMENT: \$2,500.00 to be paid to Paul Hill. A deposit of \$1,250.00 due at the signing of this contract. The remaining balance of \$1,250.00 will be due the day of the show, prior to performance.

1. A minimum of (5) days of cancellation in writing via email is required to receive a refund. If adequate notice is not given, the deposit will be forfeited. Bookings are not confirmed until deposits and contracts are signed and received. Artist's name shall not be used on publications (flyers), or any other promotional materials until receipt of booking confirmation.
2. Purchaser agrees to provide a lawful, secure venue with all necessary permits to conduct the event.
3. It is agreed and understood that for any reasons other than the failure of the purchaser to produce these events according to the standards agreed upon herein, an act of God, Civil war, or any other natural disaster of which the artist has no control, the artist will be ready and able to perform as per the agreement. If the artist fails to appear for any reasons other than those stated above, it is agreed that the deposit will be returned to the purchaser, fully and promptly.

4. The purchaser, by signing this agreement, warrants he/she is eighteen (18) years of age or older and is authorized to enter into a legally binding contract.

5. This agreement may not be changed, modified, or altered in any way except under full agreement by an authorized agent of both the purchaser and agent of the artist.

Artist's and Purchaser's signature below acknowledges acceptance of all terms and conditions contained herein and receipt of payment in full is compensation for Artist's performance.

DocuSigned by:

Mike Greene

707AF34CAF2743E...

LVDDA

6/21/2024

Date

DocuSigned by:

Paul Hill

0D1C143CA65E419...

Paul Hill

6/19/2024

Date



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

## MEMORANDUM

To: LVDDA Board of Directors  
 From: Austin Colson, CED/DDA Director  
 Date: June 21, 2024  
 RE: Department/Director Report

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

### Upcoming DDA Events

- LV Music Festival: August 10<sup>th</sup>, 12 – 9 pm
- Business Beautification Workshop: September 25<sup>th</sup>, 5 – 7 pm (Location: Oak Park)
- Oakland County Community Showcase: October 18<sup>th</sup>, 7:30 – 10 am
- Succession Planning Workshop: November 14<sup>th</sup>, 8:30 – 10:30 am (Location: Lathrup Village)
- Holiday Business Mixer: December 4<sup>th</sup>, 4 – 6 pm (Location: Oak Park)

### Past DDA Events

- Morning Business Mixer: May 14<sup>th</sup>, 8 -10 am (Location: Southfield)
- Plant Swap: May 18<sup>th</sup>, LV Pavilion
- Southfield Road Corridor Clean-up: June 8<sup>th</sup>
- Juneteenth Celebration: Unity in the Community, June 14<sup>th</sup>/15<sup>th</sup> Social Media/Marketing

### Commercial Business/Property Updates

- 27300 Southfield Road – Permits have been pulled. Construction is ongoing.
- 27411 Southfield Road (Jay Birds Bar & Grill) – New monument sign approved for soon to open restaurant.
- 27601 Southfield Road (Surnow LV Center) – The contractor has been approved for building permits to complete interior improvements and exterior façade work.



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- 26727 Southfield Road (BP Gas Station) – Received a favorable Special Land Use recommendation from the PC on April 16<sup>th</sup> and SLU was approved by City Council on May 20<sup>th</sup>.
- 28901 Southfield Rd (Papa's Pizza & BBQ) – OPEN. Property owner is required to submit application for Site Plan Review and remove excess signage exceeding ordinance.
- 28919 Southfield Road (Total by Verizon) – New wall sign for retail store of cellular phone service provider.

#### **Infrastructure**

- Resurfacing of Southfield Road began April 29<sup>th</sup> and is ongoing.
- Alleyway & approach work has begun and is ongoing.

#### **Miscellaneous**

- Staff is in the process of finalizing content for a standalone main street/DDA website. It will be linked to the city's website to ensure users can locate all relevant information.
- As the DDA is aware, the City has had difficulty securing the required funds to complete the entire Municipal Park Renovation (playscape and parking lot). The County recently required all organizations who initially had funds secured, to resubmit their request if they have not started their projects. Due to not having the full required funding match secured, we submitted a scaled-down version of the project to the County for consideration. This version would break the project up into multiple phases. The first phase would include play structure site work, site improvements (walkways/drainage), and part one of the play structure. This total project cost would be ~\$343,000, with the City/DDA contributing \$207,000 and the County contributing 40% or \$136,000.