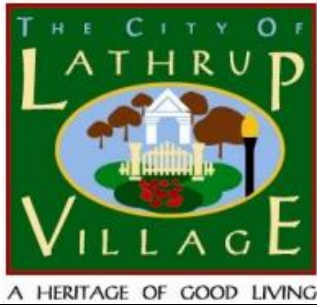




Downtown Development Authority

Friday, July 17, 2026 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
 - [A.](#) June 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.](#) LVMF Update
8. **New Business**
 - [A.](#) Cost Share Agreement Amendment 1
9. **DDA Director Report**
 - [A.](#) DDA Director's Report
10. **Public Comment**
11. **Board Member Comment**
12. **Adjourn**

Downtown Development Authority Meeting**Friday, June 26, 2026****Meeting Minutes****12:02 PM: Call to Order.****Roll Call**

Pamela Shermeyer	Present
Charlotte Jones	Present
Tracey Williams	Absent (Ex.)
Bruce Kantor	Present
Alex Green IV	Absent (Ex.)
Patricia Felton	Absent (Ex.)
Mike Greene	Absent (Ex.)
Lisa Burr	Present
Jeff Fitzzyk	Absent (Ex.)

Bruce Kantor confirms if all the absent members had notified staff of their absences ahead of time. DDA Director Colson confirms that they did. Bruce Kantor makes a motion to excuse the absences. Charlotte Jones seconds. The motion passes unanimously.

12:02 PM: Approval of Agenda

Bruce Kantor makes a motion to approve the May Agenda. Tracey Williams seconds. The motion passes unanimously.

12:03 PM: Approval of Minutes

Charlotte Jones asks for an amendment to the May meeting minutes. She was omitted from the roll call despite being present during the meeting and noted as such in the minutes. Her request to amend the minutes was accepted and made as of Monday, June 29.

Pam Shermeyer emailed DDA Project Coordinator Kennedy about the spelling of her name in the meeting minutes. That was corrected as of Monday, June 29.

Bruce Kantor makes a motion to approve the May Meeting Minutes as corrected. Lisa Burr seconds. The motion passes unanimously.

12:03 PM: Consent Agenda

Pam Shermeyer confirms there is no Code Enforcement report for this month's Consent Agenda, leaving the Board to approve only the Monthly Financial reports. Mike Greene makes a motion to approve the Consent Agenda as-is. Bruce Kantor seconds. Motion is passed unanimously.

12:04 PM: Public Comment

No public comments.

12:04 PM: Old Business

No Old Business for May.

12:05 PM: New Business

Communication Committee Engagement Efforts: John Sousanis presents the happenings of the Communication and Engagement Committee. The Committee has a survey they want to distribute through the USPS Every Door Direct Mail (EDDM) program- a program that the LVMF has used in the past to great success.

The goal of the survey is to reach people who are otherwise not reached easily through official channels. The first survey is ready to launch electronically but they also want to send it out via mail. The total cost is about \$1,500, including print and postage. The Communications Committee is asking the DDA to split the cost, since the businesses will also be included in the survey.

John fields questions from the board. Lisa Burr asks if the Communications committee tried electronically distributing the survey first. The intent is to distribute both physical and digital at the same time, given the successes of the Planning Commissions efforts during the Master Plan process. DDA Director Colson adds that it is incredibly difficult to collect data through electronic mediums due to the demographic of the community.

Jeff Fitzyk asks if there is a known breakdown of single family, multi-family and commercial properties receiving these surveys. The simple answer is yes, and it's the way that EDDM works. DDA Project Coordinator Kennedy explains how EDDM works, and how routes are predetermined and connect the business district with residential. So, while there is a known breakdown, with the way that EDDM is set up, the only thing that will be known is that the surveys will get to all of the properties, including businesses.

Bruce Kantor makes a motion to cover half of the cost of mailing the Communication and Engagement Committee's survey. Jeff Fitzyk seconds the motion. A roll call vote is taken. All members vote yes. The motion passes unanimously.

LVMF Backline Contract: Lauren Beras, producer of the LVMF presents the backline contract, which is a simple measure so the festival is quick and efficient. It handles all of the equipment and instruments so that it can be used over the course of the festival. It's part of the stage package. The backline equipment only accounts for \$1625. The entire package is \$7725, which is less than half of the next lowest bid. It is also the same contractor used the previous three years.

Jeff Fitzyk makes a motion to authorize the DDA Director to sign the contract with NV Rentals for up to \$2625 for the back equipment. Bruce Kantor seconds. The motion passes unanimously.

Lauren also wants to provide a quick update to the festival. Due to budget constraints, Quality Roots backed out of the music festival this year. Loom, however, reached out and wants to become a sponsor. They have provided \$1,500 in sponsorship. Aqua Tots Swim School is still interested, but due to their organizational setup, they have to approve the sponsorship in July. Lauren has been working closely with Annette Washington at Chase Bank regarding the possibility of a sponsorship, and Chase desired being a presenting sponsor. However, the festival has a presenting sponsor in Oakland County and the Lathrup DDA. Chase agreed to a \$3,000 sponsorship package instead. Clean Express Wash on Southfield Road north of 12 Mile desires being a sponsor, Lauren is just waiting to hear back. Michigan First Credit Union wishes to sponsor the LFMV for \$1,500. Fortson Dentistry had a brief communication breakdown, but discussions have resumed, and the LVMF is waiting to hear back on possible sponsorship.

Not counting non-committals or on-the-fence commitments, the LVMF is at \$41,700 with \$34,000 collected. Another estimated \$5,000 is on the way. Last year, the LVMF had 22 vendors. This year, there are 45 vendors. There will be a photo booth with the LVMF background, and everyone gets one photo free.

FY25-26 Year-End Budget Amendments: DDA Director Austin Colson presents- The DDA staff and Board of Directors make an earnest effort each year to make accurate revenue projections and budget accordingly. As a standard practice, the DDA tries to limit budget amendments to twice per fiscal year. These amendments are needed to reflect operational changes, grant-related activity, project costs, and other budget adjustments that occurred during the fiscal year. Overall, the proposed amendments balance the FY 25/26 DDA budget at \$573,487 for both revenues and expenditures while aligning budgeted line items with current activity and anticipated year-end needs.

Pam Shermeyer confirms that the budget is being increased by \$5,000. Jeff Fitrzyk confirms that this is budget amendment 2 for 2026, with the first amendment in January.

Jeff Fitrzyk makes a motion to approve the proposed amendment for Fiscal Year 25/26 as presented. Bruce Kantor seconds. A roll call vote is made. All present vote to approve. The motion passes unanimously.

Request to Confirm Community & Economic Development/DDA Director:

Pam Shermeyer presents the efforts of the DDA Search Committee to hire Austin Colson's successor as Community & Economic Development/DDA Director. Charlotte Jones, Pam Shermeyer and Mike Greene all made up the search committee; they got good results and brought in four people for interviews. They concluded that Janet Bloom was the best candidate. Janet is the Deputy Director of the Lake Orion DDA and also served on the DDA for Dearborn and in Farmington, as well as a former president of the Novi Chamber of Commerce and with the Northville Chamber of Commerce. Janet Bloom has experience as a sales and marketing specialist for a consulting firm and worked as an events planner and coordinator. Finally, she has been the sponsorship mentor of the Novi High School robotics team.

The search committee believes that she is the most qualified candidate for the position. No further discussion is had on the topic. Jeff Fitrzyk makes a motion to confirm Janet Bloom as the Community & Economic

Development and DDA Director for Lathrup Village. Charlotte Jones seconds the motion. The motion is approved unanimously.

12:43 PM DDA Director Report

DDA Director Colson presents for one final time. Before he begins, he adds that the DDA made a great choice with their hiring, as he has had run-ins with Janet Bloom across many Main Street Oakland County events, and has constantly been impressed by her.

Upcoming DDA Events:

Funding Your Vision: Exploring Sources of Capital – Wednesday, July 8, 2026, Clawson City Hall, 425 N. Main Street, Clawson, MI - This workshop will guide entrepreneurs and small business owners through the landscape of funding options, emphasizing that capital is a journey rather than a one-time event. The session will provide an overview of major capital sources, the typical SBA lending process, and the three primary loan types business owners may encounter.

Quarterly F.O.G. Mapping Intensive: Financial, Operations, and Growth Strategic Planning Session – Tuesday, July 14, 2026, 9:00–10:30 AM, Virtual - This virtual working session will support small business owners and entrepreneurs with strategic planning focused on three core areas: financials, operations, and growth. Participants will work through tools and strategies to better understand financial data, improve operational efficiency, manage cash flow, and develop a scalable growth plan that supports long-term profitability and sustainability. The session is free for members and \$25 for non-members.

Comprehensive Plan Open House – Master Plan Community Open House – Tuesday, July 21, 2026, 4:30–6:30 PM, Lathrup Village City Hall - The City will host a Community Open House to review updates to the City Master Plan and gather public input on Lathrup Village's long-term vision. Residents, business owners, property owners, and community stakeholders are encouraged to attend and provide feedback that will help guide future goals, priorities, and recommendations as part of the Master Plan update process.

Business/Property Updates:

17600 11 Mile Road (Chiropractor Office) – The new property owner has successfully relocated their chiropractic office to this location. Building

permits were approved, and interior improvements were completed to prepare the space for occupancy. The business hosted a successful grand opening on Saturday, May 30, marking another positive reinvestment in the Southfield Road corridor.

26221 Southfield Road – Façade improvement work is currently underway and continues to progress toward completion.

27651 Southfield Road – Middle Eats Expansion – Restaurant expanding into the adjacent 1,800-square-foot unit to the south to enlarge its dining area and better serve customers. Building permits have been approved, and construction is underway.

Infrastructure

Wayfinding Signage – Southfield Road Public Parking Lot – As the outgoing Director, I would recommend that the DDA continue exploring the installation of wayfinding signage along Southfield Road near the City-owned public parking lot just south of 12 Mile Road. Clear and visible wayfinding is an important downtown infrastructure tool because it helps visitors easily identify available parking, reduces confusion for first time customers, and supports nearby businesses by making the district more accessible.

Southfield Road Water Main Project – One northbound lane of Southfield Road, between Lincoln Drive and 11 Mile Road, is expected to be closed for approximately one month. To help support businesses during this temporary disruption, the City has provided temporary relief from the current sign ordinance restriction on feather and flutter signs. During the construction period, affected businesses may place feather or flutter signs in front of their businesses to help maintain visibility and customer awareness.

1:00 PM: Board Member Comments

Lisa Burr asks about Public Comments, specifically when residents bring a question or concern that is not necessarily answered by the board or by staff in the moment, but is left hanging for the record. When those arise, there is no follow up or closure for the board or for the record. Both DDA Staff members acknowledge that they have an open door policy to answer any questions at any time, and the most relevant of questions will make the DDA Meeting for the next month, but also when these questions come up, if they are pressing, staff will answer them after the meeting with a brief 1-on-1 during the scrum to exit the meeting. So, while there is closure

with those who brought the question, the Board does not have that same luxury. Project Coordinator Kennedy acknowledges that he is not opposed to answering these questions if the Board will prompt him, and he has the information ready. Additionally, if the Board does want follow up to a question at the next meeting, they are more than welcome to request it with Staff.

Bruce Kantor talks about the possibility of adding trash cans along Southfield Road. Something that pedestrians can use instead of carrying it home with them. Whether these are the property owners providing maintenance to the receptacles or it's DPW. The DDA has spoken about it before, but the conversations fell apart when the cost was brought up. Mayor Kantor believes that there is a benefit to starting the conversation again, in spite of the cost.

Another thing: Mayor Kantor thanks Austin for all of his work over the past two years and wishes him well in Chicago.

1:04 PM Public Comment

LVMF Producer Lauren Beras makes a comment, thanking the Board for the continued partnership with the LVMF over the years, and she proclaims she will miss Austin. She is proud of the work he has done and wishes him well. Finally, she adds that the garbage cans are a good idea and we should go for them.

John Sousanis agrees with Lisa about the lingering questions after meetings. He also adds that he still approves of the second public comment slot, and that the DDA meeting time is not conducive to getting public feedback due to it being at noon, so it's nice to have more chances. He also recommends the city do a general town hall with all the boards and commissions. Additionally, he approves of the trash cans. Finally, he congratulates Austin and wishes him well.

DDA Project Coordinator Tom Kennedy says a few words. He was hired in after spending 6 weeks unemployed following a brief stint in another community, with multiple interviews during that time and nobody wanting to take a chance on "unproven talent". Austin was the first and thus far only one who saw the potential he had, and the value he could bring. Tom says he owes his career to Austin, and wishes him well in Chicago.

1:20 PM: Adjournment

Bruce Kantor makes a motion to adjourn. Jeff Fitzyk seconds. The motion is passed unanimously. Meeting adjourned.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2026 (ABNORMAL)	MONTH 06/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS)						
Revenues						
Dept 000.000						
494-000.000-407.000	TIFA-CAPTURE TAXES	459,900.00	459,902.43	0.00	(2.43)	100.00
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	10,000.00	10,457.60	762.71	(457.60)	104.58
494-000.000-410.000	TAX COLLECTED OTHER	37,337.00	37,336.78	0.00	0.22	100.00
494-000.000-543.000	FEDERAL/STATE GRANTS	2,500.00	2,500.00	0.00	0.00	100.00
494-000.000-569.000	OTHER STATE GRANTS	750.00	752.71	0.00	(2.71)	100.36
494-000.000-614.000	MUSIC FEST REV	25,000.00	24,070.00	5,629.00	930.00	96.28
494-000.000-615.000	MAIN STREET REVENUES	8,000.00	8,000.00	0.00	0.00	100.00
494-000.000-665.000	INVESTMENT INTEREST	30,000.00	29,507.87	0.00	492.13	98.36
Total Dept 000.000		573,487.00	572,527.39	6,391.71	959.61	99.83
TOTAL REVENUES		573,487.00	572,527.39	6,391.71	959.61	99.83
Expenditures						
Dept 000.000						
494-000.000-701.000	SALARIES FULL-TIME	135,000.00	126,116.01	13,396.17	8,883.99	93.42
494-000.000-702.000	SALARIES PART-TIME	31,500.00	30,431.25	6,000.00	1,068.75	96.61
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	20,000.00	18,834.52	2,122.67	1,165.48	94.17
494-000.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	6,500.00	6,462.27	6,462.27	37.73	99.42
494-000.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	16,000.00	16,135.50	1,246.35	(135.50)	100.85
494-000.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	14,000.00	13,108.97	0.00	891.03	93.64
494-000.000-723.000	RETIREE HEALTH CARE - OPEB	1,500.00	1,415.97	132.66	84.03	94.40
494-000.000-726.000	OFFICE SUPPLIES	150.00	76.67	0.00	73.33	51.11
494-000.000-802.000	TAX TRIBUNAL RETURNS	82,150.00	82,148.44	0.00	1.56	100.00
494-000.000-810.000	AUDITING & ACCOUNTING	725.00	723.17	0.00	1.83	99.75
494-000.000-822.000	LEGAL SERVICES	1,500.00	1,040.00	0.00	460.00	69.33
494-000.000-844.000	MAIN STREET PROGRAM	11,000.00	10,932.17	0.00	67.83	99.38
494-000.000-845.000	STREETSCAPING	40,000.00	35,861.14	676.78	4,138.86	89.65
494-000.000-846.000	MUSIC FESTIVAL EXP	35,000.00	34,864.07	0.00	135.93	99.61
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	(10,374.61)	0.00	100.00
494-000.000-900.000	PRINTING/PUBLICATION COSTS	700.00	685.39	0.00	14.61	97.91
494-000.000-915.000	MEMBERSHIPS	350.00	350.00	0.00	0.00	100.00
494-000.000-933.000	REPAIRS & MAINTENANCE	7,000.00	6,917.00	0.00	83.00	98.81
494-000.000-941.000	CONTINGENCY	26,512.00	0.00	0.00	26,512.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	500.00	467.96	0.00	32.04	93.59
494-000.000-964.000	REFUNDS AND REBATES	24,100.00	24,085.54	0.00	14.46	99.94
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	40,000.00	0.00	0.00	40,000.00	0.00
494-000.000-970.000	CAPITAL EXPENDITURE	64,000.00	65,908.00	2,315.50	(1,908.00)	102.98
Total Dept 000.000		573,487.00	491,864.04	21,977.79	81,622.96	85.77
TOTAL EXPENDITURES		573,487.00	491,864.04	21,977.79	81,622.96	85.77
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS):						
TOTAL REVENUES		573,487.00	572,527.39	6,391.71	959.61	99.83
TOTAL EXPENDITURES		573,487.00	491,864.04	21,977.79	81,622.96	85.77
NET OF REVENUES & EXPENDITURES		0.00	80,663.35	(15,586.08)	(80,663.35)	100.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-001.006 FLAGSTAR (POOLED) CASH-CHECKING						
Journal CD: CD						
158461	06/01/2026	Check: FPOOL 146	146(A)	Multiple		2,678.00
158757	06/15/2026	Check: FPOOL 52718	52718	494-000.000-202.000		1,573.00
158759	06/15/2026	Check: FPOOL 52720	52720	494-000.000-202.000		1,077.30
158765	06/15/2026	Check: FPOOL 52726	52726	494-000.000-202.000		676.78
159005	06/29/2026	Check: FPOOL 52742	52742	Multiple		132.66
159007	06/29/2026	Check: FPOOL 52744	52744	Multiple		1,504.40
159036	06/29/2026	Check: FPOOL 52773	52773	Multiple		64.68
159038	06/29/2026	Check: FPOOL 52775	52775	494-000.000-202.000		2,315.50
Journal Totals					0.00	10,022.32
Journal CR: CR						
158589	06/05/2026	SUMMARY CR: 06/05/2026 LVMF (K		494-000.000-614.000	1,535.00	
158606	06/08/2026	SUMMARY CR: 06/08/2026 LVMF (K		494-000.000-614.000	591.00	
158633	06/10/2026	SUMMARY CR: 06/10/2026 LVMF (K		494-000.000-614.000	35.00	
158842	06/16/2026	SUMMARY CR: 06/16/2026 LVMF (K		494-000.000-614.000	1,035.00	
158851	06/17/2026	SUMMARY CR: 06/17/2026 LVMF (K		494-000.000-614.000	2,000.00	
158926	06/24/2026	SUMMARY CR: 06/24/2026 LVMF (K		494-000.000-614.000	28.00	
158942	06/25/2026	SUMMARY CR: 06/25/2026 LVMF (K		494-000.000-614.000	70.00	
159074	06/26/2026	SUMMARY CR: 06/26/2026 LVMF (K		494-000.000-614.000	335.00	
Journal Totals					5,629.00	0.00
Journal GJ: GJ						
156568	06/01/2026	06/2026 DEPT HEAD DEF COMP MAT	18041	Multiple		187.53
156950	06/01/2026	TO REVERSE MANUAL JOURNAL ENTR	18106	Multiple	187.53	
158495	06/01/2026	RECLASSIFY MSOC ARPA TO GF P/R	18340	Multiple		101,825.25
158829	06/05/2026	MISSION SQUARE 803046	18393	Multiple		116.74
158613	06/10/2026	CASH SWEEP/POOL & MBIA CLASS	18385	Multiple	113,364.27	
158855	06/18/2026	MERS POSTING-PD DEFINED BENEF	18397	Multiple		1,246.35
158830	06/19/2026	MISSION SQUARE 803046	18394	Multiple		116.74
158911	06/23/2026	CASH SWEEP/POOL & MBIA CLASS	18410	Multiple	9,482.48	
158919	06/24/2026	ADJUST PER DDA COST SHARE AGRE	18413	Multiple	10,374.61	
156570	06/30/2026	MERS/ALERUS DC ALLOCATION	18043	Multiple		6,462.27
159094	06/30/2026	CASH SWEEP/POOL & MBIA CLASS	18426	Multiple		6,790.37
159146	06/30/2026	TO REVERSE MANUAL JOURNAL ENTR	18434	Multiple		116.74
159156	06/30/2026	CASH SWEEP/POOL & MBIA CLASS	18444	Multiple	8,315.86	
Journal Totals					141,724.75	116,861.99
Journal PR: Payroll						
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple		85.79
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple		6,285.64
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple		85.79
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple		6,447.60
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple		8,113.33
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple		85.79
Journal Totals					0.00	21,103.94
Totals for 494-000.000-001.006					147,353.75	147,988.25
Balance 06/01/26:				634.50		
Net Change:				(634.50)		
Balance 06/30/26:				0.00		
494-000.000-016.006 MBIA CLASS TRUST (POOLED) CASH						
Journal GJ: GJ						
158613	06/10/2026	CASH SWEEP/POOL & MBIA CLASS	18385	Multiple		113,364.27
158911	06/23/2026	CASH SWEEP/POOL & MBIA CLASS	18410	Multiple		9,482.48
159094	06/30/2026	CASH SWEEP/POOL & MBIA CLASS	18426	Multiple	6,790.37	
159156	06/30/2026	CASH SWEEP/POOL & MBIA CLASS	18444	Multiple		8,315.86
Journal Totals					6,790.37	131,162.61
Totals for 494-000.000-016.006					6,790.37	131,162.61
Balance 06/01/26:				938,365.16		
Net Change:				(124,372.24)		
Balance 06/30/26:				813,992.92		
494-000.000-028.096 TAXES RECEIVABLE-PERSONAL PROP						
Journal GJ: GJ						
159165	06/30/2026	ACCRUE OC MONTHLY DELQ PPTAX 0	18446	Multiple		762.71
Journal Totals					0.00	762.71
Totals for 494-000.000-028.096					0.00	762.71
Balance 06/01/26:				20,096.74		
Net Change:				(762.71)		
Balance 06/30/26:				19,334.03		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-028.096 TAXES RECEIVABLE-PERSONAL PROP						
494-000.000-040.000 ACCOUNTS RECEIVABLE-OTHERS						
Journal GJ: GJ						
159165	06/30/2026	ACCRUE OC MONTHLY DELQ PPTAX 0 18446		Multiple	762.71	
Journal Totals					762.71	0.00
Totals for 494-000.000-040.000					762.71	0.00
Balance 06/01/26:				0.00		
Net Change:				762.71		
Balance 06/30/26:				762.71		
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
158379	06/01/2026	BLUE CARE NETWORKVnd: BLUECARE 261290053689		Multiple		132.66
158989	06/04/2026	STATE OF MICHIGANVnd: ST MICH 06.04.25		494-000.000-970.000		2,315.50
158716	06/08/2026	PAMELA SHERMEYERVnd: SHERMEYER 06.08.26		494-000.000-845.000		676.78
158988	06/15/2026	STANDARD INSURANCE COMPANYVnd: 06.15.26		Multiple		64.68
Journal Totals					0.00	3,189.62
Journal CD: CD						
158461	06/01/2026	Check: FPOOL 146	146(A)	Multiple	2,678.00	
158757	06/15/2026	Check: FPOOL 52718	52718	494-000.000-001.006	1,573.00	
158759	06/15/2026	Check: FPOOL 52720	52720	494-000.000-001.006	1,077.30	
158765	06/15/2026	Check: FPOOL 52726	52726	494-000.000-001.006	676.78	
159005	06/29/2026	Check: FPOOL 52742	52742	Multiple	132.66	
159007	06/29/2026	Check: FPOOL 52744	52744	Multiple	1,504.40	
159036	06/29/2026	Check: FPOOL 52773	52773	Multiple	64.68	
159038	06/29/2026	Check: FPOOL 52775	52775	494-000.000-001.006	2,315.50	
Journal Totals					10,022.32	0.00
Totals for 494-000.000-202.000					10,022.32	3,189.62
Balance 06/01/26:				9,620.87		
Net Change:				(6,832.70)		
Balance 06/30/26:				2,788.17		
494-000.000-295.000 DEFERRED REVENUE-PERSONAL PRO						
Journal GJ: GJ						
159165	06/30/2026	ACCRUE OC MONTHLY DELQ PPTAX 0 18446		Multiple	762.71	
Journal Totals					762.71	0.00
Totals for 494-000.000-295.000					762.71	0.00
Balance 06/01/26:				20,096.74		
Net Change:				(762.71)		
Balance 06/30/26:				19,334.03		
494-000.000-339.000 UNEARNED REVENUES						
Journal GJ: GJ						
158495	06/01/2026	RECLASSIFY MSOC ARPA TO GF P/R 18340		Multiple	101,825.25	
Journal Totals					101,825.25	0.00
Totals for 494-000.000-339.000					101,825.25	0.00
Balance 06/01/26:				101,825.25		
Net Change:				(101,825.25)		
Balance 06/30/26:				0.00		
494-000.000-409.000 DELQ PERSONAL PROPERTY REVENUE						
Journal GJ: GJ						
159165	06/30/2026	ACCRUE OC MONTHLY DELQ PPTAX 0 18446		Multiple		762.71
Journal Totals					0.00	762.71
Totals for 494-000.000-409.000					0.00	762.71
Balance 06/01/26:				9,694.89		
Net Change:				762.71		
Balance 06/30/26:				10,457.60		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-614.000 MUSIC FEST REV						
Journal CR: CR						
158633	06/10/2026	SUMMARY CR: 06/10/2026 LVMF (K		494-000.000-001.006		35.00
158842	06/16/2026	SUMMARY CR: 06/16/2026 LVMF (K		494-000.000-001.006		1,035.00
158851	06/17/2026	SUMMARY CR: 06/17/2026 LVMF (K		494-000.000-001.006		2,000.00
158926	06/24/2026	SUMMARY CR: 06/24/2026 LVMF (K		494-000.000-001.006		28.00
158942	06/25/2026	SUMMARY CR: 06/25/2026 LVMF (K		494-000.000-001.006		70.00
159074	06/26/2026	SUMMARY CR: 06/26/2026 LVMF (K		494-000.000-001.006		335.00
Journal Totals					0.00	5,629.00
Totals for 494-000.000-614.000					0.00	5,629.00
Balance 06/01/26:				18,441.00		
Net Change:				5,629.00		
Balance 06/30/26:				24,070.00		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple	3,849.68	
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple	3,999.68	
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple	5,546.81	
Journal Totals					13,396.17	0.00
Totals for 494-000.000-701.000					13,396.17	0.00
Balance 06/01/26:				112,719.84		
Net Change:				13,396.17		
Balance 06/30/26:				126,116.01		
494-000.000-702.000 SALARIES PART-TIME						
Journal PR: Payroll						
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple	2,000.00	
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple	2,000.00	
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple	2,000.00	
Journal Totals					6,000.00	0.00
Totals for 494-000.000-702.000					6,000.00	0.00
Balance 06/01/26:				24,431.25		
Net Change:				6,000.00		
Balance 06/30/26:				30,431.25		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
158988	06/15/2026	STANDARD INSURANCE COMPANYEMPL 06.15.26		Multiple	64.68	
Journal Totals					64.68	0.00
Journal GJ: GJ						
156568	06/01/2026	06/2026 DEPT HEAD DEF COMP MAT 18041		Multiple	187.53	
156950	06/01/2026	TO REVERSE MANUAL JOURNAL ENTR 18106		Multiple		187.53
158829	06/05/2026	MISSION SQUARE 803046 18393		Multiple	116.74	
158830	06/19/2026	MISSION SQUARE 803046 18394		Multiple	116.74	
159146	06/30/2026	TO REVERSE MANUAL JOURNAL ENTR 18434		Multiple	116.74	
Journal Totals					537.75	187.53
Journal PR: Payroll						
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple	435.96	
158513	06/02/2026	Week 23-Pay Date 06/05/2026	18347	Multiple	85.79	
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple	447.92	
158826	06/07/2026	Week 25-Pay Date 06/19/2026	18390	Multiple	85.79	
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple	566.52	
159123	06/21/2026	WEEK 27-PAY DATE 07/03/2026	18427	Multiple	85.79	
Journal Totals					1,707.77	0.00
Totals for 494-000.000-703.000					2,310.20	187.53
Balance 06/01/26:				16,711.85		
Net Change:				2,122.67		
Balance 06/30/26:				18,834.52		
494-000.000-716.000 DEFINED CONTRIBUTION PENSION PLAN EXP						
Journal GJ: GJ						
156570	06/30/2026	MERS/ALERUS DC ALLOCATION 18043		Multiple	6,462.27	
Journal Totals					6,462.27	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-716.000 DEFINED CONTRIBUTION PENSION PLAN EXP						
Totals for 494-000.000-716.000					6,462.27	0.00
		Balance 06/01/26:		0.00		
		Net Change:		6,462.27		
		Balance 06/30/26:		6,462.27		
494-000.000-717.000 DEFINED BENEFIT PENSION PLAN CONTRIBUTIO						
Journal GJ: GJ						
158855	06/18/2026	MERS POSTING-PD	DEFINED BENEF 18397	Multiple	1,246.35	
Journal Totals					1,246.35	0.00
Totals for 494-000.000-717.000					1,246.35	0.00
		Balance 06/01/26:		14,889.15		
		Net Change:		1,246.35		
		Balance 06/30/26:		16,135.50		
494-000.000-723.000 RETIREE HEALTH CARE - OPEB						
Journal AP: AP						
158379	06/01/2026	BLUE CARE NETWORKSUBGROUP 3	261290053689	Multiple	132.66	
Journal Totals					132.66	0.00
Totals for 494-000.000-723.000					132.66	0.00
		Balance 06/01/26:		1,283.31		
		Net Change:		132.66		
		Balance 06/30/26:		1,415.97		
494-000.000-845.000 STREETSCAPING						
Journal AP: AP						
158716	06/08/2026	PAMELA SHERMEYERSTREETSCAPING	06.08.26	494-000.000-202.000	676.78	
Journal Totals					676.78	0.00
Totals for 494-000.000-845.000					676.78	0.00
		Balance 06/01/26:		35,184.36		
		Net Change:		676.78		
		Balance 06/30/26:		35,861.14		
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal GJ: GJ						
158919	06/24/2026	ADJUST PER DDA COST SHARE AGRE	18413	Multiple		10,374.61
Journal Totals					0.00	10,374.61
Totals for 494-000.000-882.000					0.00	10,374.61
		Balance 06/01/26:		25,674.61		
		Net Change:		(10,374.61)		
		Balance 06/30/26:		15,300.00		
494-000.000-970.000 CAPITAL EXPENDITURE						
Journal AP: AP						
158989	06/04/2026	STATE OF MICHIGANCAPITAL EXPEN	06.04.25	494-000.000-202.000	2,315.50	
Journal Totals					2,315.50	0.00
Totals for 494-000.000-970.000					2,315.50	0.00
		Balance 06/01/26:		63,592.50		
		Net Change:		2,315.50		
		Balance 06/30/26:		65,908.00		

Fund 494 DDA CONSTRUCTION FUND (CAPITAL PROJECTS)

GL Number	Description	Balance
*** Assets ***		
494-000.000-000.000		3,279.17
494-000.000-016.006	MBIA CLASS TRUST (POOLED) CASH	813,992.92
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	20,096.74
494-000.000-141.001	INFRASTRUCTURE	1,080,071.69
494-000.000-177.000	NON DEPRECIABLE-CAPITAL ASSETS	73,631.00
494-000.000-177.001	DEPRECIABLE ASSETS	75,432.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(340,808.22)
Total Assets		1,725,695.55
*** Liabilities ***		
494-000.000-202.000	ACCOUNTS PAYABLE	2,788.17
494-000.000-295.000	DEFERRED REVENUE-PERSONAL PRO	20,096.74
Total Liabilities		22,884.91
*** Fund Balance ***		
494-000.000-370.000	FUND BALANCE-NONSPENDABLE PREPAID	1,315.00
494-000.000-390.000	FUND BALANCE-UNASSIGNED	733,268.00
494-000.000-391.000	FUND BALANCE-NET INVESTMENT IN CA	888,327.00
Total Fund Balance		1,622,910.00
Beginning Fund Balance		1,622,910.00
Net of Revenues VS Expenditures		79,900.64
Ending Fund Balance		1,702,810.64
Total Liabilities And Fund Balance		1,725,695.55

DDA Code Enforcement Report June 2026

Address	Property Owner	Violation	Category	Status
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19348 SUNNYBROOK AVE

DAVIS, OZELLA

TALL GRASS/WEEDS - GRASS NOT TO EXCEED 7" IN HEIGHT

Tall Grass/ Weeds

Door Tagged, 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: Grass observed over 7" in height.

19376 SUNNYBROOK AVE

COUNTS, DEON

TALL GRASS/WEEDS - GRASS NOT TO EXCEED 7" IN HEIGHT

Tall Grass/ Weeds

Door Tagged, 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: Grass observed at or over 7" in height.

27315 LATHRUP BLVD

SCOTT, JEROME

TALL GRASS/WEEDS - GRASS NOT TO EXCEED 7" IN HEIGHT

Tall Grass/ Weeds

Door Tagged, 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: Grass observed over 7" in height.

DDA Code Enforcement Report June 2026

Address	Property Owner	Violation	Category	Status
18271 MEADOWOOD AVE	WILLIAMS, BRUCE	No vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. All vehicles on any property must be licensed and operable or removed from the property.	Inoperable Vehicle	Door Tagged, Letter Sent
302.8 Motor Vehicles Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major dissassembly, disrepair, or in the process of being stripped or dismantled. Sec. 5.6 Inoperable and Abandoned Motor Vehicles "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets.				
INSPECTOR COMMENTS: Car observed with flat front driver tire.				
28550 SOUTHFIELD RD	GREAT EXPRESSIONS DENTAL CENTERS	Observed accumulation of trash and rubbish in the ditch in front of property. Ditch must be cleared of refuse per city ordinances.	Accumulation of Rubbish or Garbage	Letter Sent
308.1 Accumulation of rubbish or garbage. Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.				
INSPECTOR COMMENTS: Observed collection of garbage in ditch in front of property. Property owner is responsible for the maintenance of this ditch, including ensuring it is clear of trash and grass cutting.				
27535 GOLDENGATE W DI	DUNGY, ERWIN W	The property owner or authorized agent is responsible for scheduling the required inspections associated with this project. Calls for inspections must be at least 24 hours in advance. Please provide permit number and site address at this time. NOTE: All concrete must be poured the same day as inspected.	Working Without Required Permit(s)	Door Tagged, Letter Sent
R105.1 Required - Permits Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit.				
INSPECTOR COMMENTS: Patio work being done in the backyard did not have a permit, as required by the ordinance. Can be remedied by providing permit application and paying permit fee, either by property owner or contractor hired.				
27440 GOLDENGATE W DI	ROUSSEAUX, ELMER G	No vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. All vehicles on any property must be licensed and operable or removed from the property. You have (? days) to have the (color-type) licensed and proven to be operable.	Inoperable Vehicle	Letter Sent
302.8 Motor Vehicles				

DDA Code Enforcement Report June 2026

Address	Property Owner	Violation	Category	Status
Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major dissassembly, disrepair, or in the process of being stripped or dismantled. Sec. 5.6 Inoperable and Abandoned Motor Vehicles "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets.				
INSPECTOR COMMENTS: Car has been present an unmoved since before I became Code Enforcement Officer. Must be moved or removed from premesis in 7 days.				
26715 LATHRUP BLVD	BERNARD, DONALD K	Neighbor complained that this individual has had (2) filled garbage cans on the side of her house since Memorial Day & is now giving off a terrible odor. The neighbor complaining is located at 17538 Ramsgate - You have their permission to access their driveway so you can view the issue.	Sanitation Violation	
302.1 Sanitation All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.				
INSPECTOR COMMENTS: Open trash recepticles located near back of fence is causing disruption to neighbors. Trash cans must be covered or moved to avoid offensive smell, avoid critters/rodents getting into trash, and avoid trash from blowing into neighboring property.				
18594 SARATOGA BLVD	SCHIEBOLD, MAXIMILLIAN JAMES	All brush or uncontrolled tree growth, six inches or more in height, growing or lying upon any property in the City is illegal. Every person in charge of land in the City upon which such conditions or nuisances exist shall cause the same to be cut down, destroyed or removed. This includes any restriction to clear corner vision limitations. Tree requires trimming and/or removal. Dead tree / dead limbs / structural nuisance	Tree/Brush/Hedge Violation	
302.3 Sidewalks and driveways All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.				
INSPECTOR COMMENTS: Trees on west side of propertyare overgrown and interfering with sidewalk travel. Must be trimmed to reasonable levels to allow for easy passage.				
28408 ELDORADO PL	LUCAS, MARC	TALL GRASS/WEEDS - GRASS NOT TO EXCEED 7" IN HEIGHT	Tall Grass/ Weeds	Complaint Recieved
302.4 Weeds				

DDA Code Enforcement Report June 2026

Address	Property Owner	Violation	Category	Status
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: Grass and weeds have exceeded 7" in height. Other areas on property are in need of attention, including play structure in back yard.				
28305 SOUTHFIELD RD	MOUHAJER DEVELOPEMENT INC	Tree on south side of building has overgrown and is partially blocking the sidewalk, making pedestrian traffic difficult.	Tree/Brush/Hedge Violation	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: Tree on south side of building has overgrown and is partially blocking the sidewalk, making pedestrian traffic difficult.				
27610 GOLDENGATE W DI	RAJASUNDRAM, RAMESH	Bushes/Shrubs on south side of proprty is overgrown and disrupting pedestrian traffic. Please cut back.	Tree/Brush/Hedge Violation	Letter Sent
Sec. 82-70. - Maintenance of property. (a) Every property owner and other person in possessory control of a parcel of private property shall maintain such parcel and the adjoining right-of-way as follows: (1) There shall be a clear space upwards from the ground to eight feet above all public streets, alleys and sidewalks. (2) No broken, dead, diseased, or decayed limbs, branches, or trees which are likely to fall upon any public street or public sidewalk shall be permitted to exist. (3) No plant materials which interfere with or obscure the view of any traffic control device or street, alley, or sidewalk in such fashion as to constitute a hazard to the travelling public shall be permitted to exist. (b) All properties found to be in a condition violative of this section are declared to be public nuisances. INSPECTOR COMMENTS: Bushes/Shrubs on south side of proprty is overgrown and disrupting pedestrian traffic. Please cut back.				
18505 W 12 MILE RD	STEPHAN DAVIS	Pallets have accumulated behind the dumpster. Pallets are stacked halphazardly taller than the barrier wall and are at risk of falling onto residential property. Pallets must be removed at next trash pickup.	Accumulation of Rubbish or Garbage	Letter Sent
Sec. 54-35. - Dumpsters				

DDA Code Enforcement Report June 2026

Address	Property Owner	Violation	Category	Status
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.				

INSPECTOR COMMENTS: Pallets have accumulated behind the dumpster. Pallets are stacked halphazardly taller than the barrier wall and are at risk of falling onto residential property. Pallets must be removed at next trash pickup.

Records: 13

Code Enforcement



LATHRUP VILLAGE

20

LVMF

26

MUSIC FESTIVAL

HOME TOWN SOUND

Saturday, September 12
12 - 10pm

(Rain Date - Sept 13)

City Hall Municipal Park

27400 Southfield Rd., Lathrup Village, MI



Saturday, September 12
12-10pm

(RainDate - Sept 13)

City Hall Municipal Park





Presented by the LVDDA

Saturday, September 12 12-10pm

(Rain Date - Sept 13)

City Hall Municipal Park

27400 Southfield Rd., Lathrup Village, MI



Special Guest

Thornetta Davis

2:15 - 3:15



Presented by the LVDDA

Saturday, September 12
12-10pm

(Rain Date - Sept 13)

City Hall Municipal Park

27400 Southfield Rd., Lathrup Village, MI



Featured Artist

Cast Iron Cornbread



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

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: July 17, 2026
 RE: Lathrup Village DDA & City of Lathrup Village Cost Share Agreement
 Amendment 1

The Lathrup Village Downtown Development Authority (“DDA”) entered into a Cost Share Agreement with the City of Lathrup Village (“City”) for a period starting July 1, 2026, through June 30, 2031.

A request to amend this Agreement is presented to the DDA Board to have the DDA contribute towards the cost of the City’s Permit Technician/Scheduler position, under specific conditions.

The reason for this request is that the City has transitioned from having a full-time Code Enforcer, who also served as the City’s Permit Technician/Inspection Scheduler, to having a part-time Code Enforcer. Along with the part-time Code Enforcer, the City has approved an agreement with McKenna & Associates to continue overseeing the City’s Building Services, while also providing a Permit Technician/Scheduler to be on-site weekly.

The proposed amendment is as follows:

1. Amendment to Section 4 – Compensation

Section 4 of the Agreement is hereby amended by adding the following subsection:

G. Permit Technician/Scheduler. The DDA shall contribute \$22,950 (45% of the annual cost) annually toward the contracted Permit Technician/Scheduler when the CITY employs a Part-Time Code Enforcement Officer.

The parties acknowledge and agree that the existing cost-sharing arrangement for the Code Enforcement Officer shall remain unchanged, with the DDA responsible for 45% and the CITY responsible for 55% of the salary and fringe benefits associated with that position, as provided in Section 4(F) of the Agreement.

If the Part-Time Code Enforcement Officer position reverts to Full-Time and the Permit Technician/Scheduler duties are absorbed into that position, this subsection shall cease effective on the date the position reverts to Full-Time, unless otherwise approved by both parties through a subsequent written amendment.

2. Ratification

Except as expressly modified by this Amendment, all other terms and conditions of the Cost Share Agreement shall remain in full force and effect.

Recommendation: To approve the Cost Share Agreement Amendment 1 as presented to be in effect July 1, 2026 through June 30, 2031, impacting the following accounts:

Due to the Code Enforcement PT Change:

494-000.000-701.000, Salaries, Full Time, will be reduced by \$27,540

494-000.000-702.000, Salaries, Part Time, will be increased by \$14,040

494-000.000-703.000, Employee Taxes and Benefits, will be reduced by \$3,000

494-000.000-882.000, Planning/Consulting Fees to be increased by \$22,950 to reflect McKenna's Permit Tech Cost.

LATHRUP VILLAGE DOWNTOWN DEVELOPMENT COST SHARE AGREEMENT
2026-2031

THIS AGREEMENT is entered into between LATHRUP VILLAGE DOWNTOWN DEVELOPMENT AUTHORITY (hereinafter referred to as "DDA"), and the CITY OF LATHRUP VILLAGE (hereinafter referred to as the "CITY").

WHEREAS, DDA has demonstrated special expertise in promoting the economic, physical, and aesthetic redevelopment and maintenance of the downtown area, and these activities are directly and indirectly related to implementing the Development Plan and Tax Increment Financing Plan; and

WHEREAS, the expenses related to these activities are above and beyond what the CITY would incur, and it is more practical and efficient for the CITY and DDA to share or take on the expenses set forth herein than it would be for the CITY to incur these expenses on its own.

NOW THEREFORE, for mutual consideration, the parties hereby agree as follows:

1. **Term of Agreement.** The term of this Agreement shall be from July 1, 2026, through June 30, 2031, and may be reopened by either the DDA or the CITY with 90 days' written notice.
2. **DDA Scope of Services.** DDA, its Director, and staff shall devote their best professional efforts towards the following:
 - A. Provide staff assistance for the CITY by:
 - Coordinating with CITY staff in preparation of the DDA budget.
 - Administration of DDA grant programs to include disseminating information and distributing press releases about DDA grant programs; coordinating application intake; coordinating review of applications for completeness; conducting committee meetings for application review and recommendations; preparation and administration of grant contracts; inspection and validation of completed work and coordination of payment of grant funds.
 - Administer all planning and zoning-related activities, including management of planning consultants.
 - Attending CITY Commission meetings and various committee meetings as requested by CITY staff.
 - B. Develop and implement projects and programming that further the mission and Development Plan of the DDA, including corridor cleanups, beautification, and placemaking projects.
 - C. Assisting CITY staff and CITY Commissioners on projects, meetings, and workshops pertaining to downtown redevelopment.
 - D. Maintain an inventory/database of occupied and vacant properties in the

DDA district to be updated quarterly.

- E. Assist CITY with Code Enforcement and property maintenance activities in the DDA district.
 - F. Work with the CITY to evaluate and prioritize public infrastructure needs in the DDA district, emphasizing alley repairs.
 - G. Coordinate and work with CITY on public infrastructure projects in the DDA District, including Southfield Road project, installation of side street parking, alleyways, bus stops, non-motorized transportation, etc.
 - H. Implement the Downtown Development Plan and support the CITY's implementation of the Comprehensive Plan.
 - I. Manage the maintenance of the I-696 Service Drive.
 - J. Maintain and enhance the streetscaping along Southfield, 11 Mile, and Twelve Mile Roads, to include features such as banners, flower baskets, and holiday decorations. The DDA will also maintain the gateway flowerbeds, planters, and flowerbeds at City Hall.
 - K. Promote programs and initiatives of the DDA and CITY by way of social media, e-newsletters, website, and printed marketing materials.
- 3. CITY Scope of Services.** The CITY, its City Administrator, and staff shall devote their best professional efforts towards the following:
- A. Providing all financial services required of the DDA.
 - B. Assisting the DDA with organizing and managing promotional activities and events held in Municipal Park and/or Community Room
 - C. Attending DDA Board of Directors meetings and various committee meetings as requested by DDA staff.
 - D. Facilitate operational needs of the DDA, including office space, technology & software, etc.
- 4. Compensation.** The DDA agrees to share the following annual expenses with the CITY:
- A. I-696 Service Drive Maintenance (includes mowing/snow removal) - \$50,000
 - B. Streetscaping - \$10,000
 - C. Technology/Software - \$3,000

D. Planning consultant fees - \$20,000

E. Liability insurance - \$6,000

F. A percentage of the salaries and fringe benefits for the employees listed below. Percentage split is identified, listing first the DDA, then the CITY:

- DDA/CED Director (90/10)
- DDA & Special Projects Manager (100/0)
- City Administrator (10/90)
- Treasurer (10/90)
- Code Enforcement Officer (45/55)

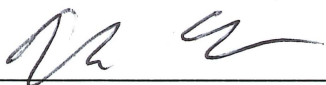
5. **Reporting.** DDA shall provide an account of activities to the CITY, through Board of Directors agendas, minutes, and Director Reports provided to the CITY. These reports shall include detailed information regarding projects and programs of the DDA.

6. **PILOT Ordinance.** In the event a property subject to the City's PILOT Ordinance is located within the DDA district with an active Tax Increment Financing (TIF) plan, the DDA & CITY agree to negotiate the annual service charge (i.e., PILOT Payment) distributed to each entity, on a property-by-property basis. Any remaining funds after TIF capture, if applicable, shall be distributed to the governmental units per the PILOT ordinance.

SIGNED BY DDA this 20th day of March 2026

SIGNED BY CITY this 20th day of April 2026

City of Lathrup Village

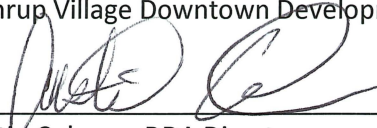
BY: 

Bruce Kantor – Mayor

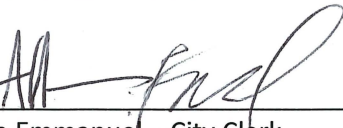
BY: 

Mike Greene – City Administrator

Lathrup Village Downtown Development Authority

BY: 

Austin Colson – DDA Director

BY: 

Alisa Emmanuel – City Clerk



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

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: July 17, 2026
 RE: Director's Report

The warm welcome I have received coming into the City of Lathrup Village as CED/DDA Director is appreciated. I look forward to working with the DDA Board, businesses, residents, and visitors who help make this community special.

Monday, July 6th was my first day in my position as CED/DDA Director, so with one week in the books, this will be a brief list of connections, tasks and upcoming meetings that are slated.

- Tours of Lathrup City Hall and the City of Lathrup Village
- HR paperwork and cell phone/laptop/software set-up
- DDA Budget/Financials meeting with Mike Greene and Tom Kennedy
- Met with Jill Bahm, Eric Pietsch, and Hannah Prins of Giffels Webster on Master Plan Open House, projects, and ReCast Cities
- ReCast Cities meeting with Tracey Williams, Robin Kinnie, and Tom Kennedy to complete a ReCast homework assignment (video at a local business – we selected Rita's), and to talk about the ReCast program and next assignment.
- Southfield Sun interview regarding CED/DDA position and added in the Master Plan Open House
- Teams call with the U. S. Small Business Administration (SBA)
- Meeting with Southfield DDA Director Molly LaLone regarding TriCities initiatives
- Attended Parks & Recreation Commission meeting July 9th
- Spoke to Austin Colson July 10th
- Met with Kathleen Stillman from Oakland County Economic Development
- Signed up for MSU Extension's Citizen Planner Online course (24 episodes; approximately 15-20 hours for completion)
- Call to DDA Board members to meet one-on-one
- Call to Planning Commission members to meet one-on-one
- Upcoming meetings:

Main Street Oakland County – with our representative Tim Colbeck
 Attending Southfield Public Schools groundbreaking ceremony July 14
 Communication & Engagement Committee – July 14
 LV Music Fest – Lauren Beras
 Southfield Chamber of Commerce Sunrise Monthly Mixer
 Dept. of Public Services – David Chung
 Paradise Garden Landscaping – DDA vendor
 Tree Committee – July 27
 Surnow Team – July 29

Meet our Business and Property Owners:

Tom Kennedy and I will be carving out time to connect with our DDA district business and property owners starting this week and over the course of a few weeks for introductions.

For Your Calendar:

Please plan to attend the Master Plan Open House on Tuesday, July 21 from 4:00 pm – 7:00 pm at the City of Lathrup Village City Hall. Mayor Bruce Kantor will also deliver a State of the City address at 5:30 pm – 6:00 pm.

August Health Month: Tom Kennedy is leading the events for this activity and has partnered with Oakland Community College and Henry Ford Health System. It includes a blood drive, CPR training, and more.

Gathering Input on Future Needs:

As we work with the DDA Board, administration and staff, and business and property owners, we'll be collecting suggestions on projects and tasks. We will need to filter through which ones we move forward with and then prioritize. We have lots of positive momentum which we can build upon.

Recommendation: To Receive and File