



DDA Board of Directors Agenda

Friday, September 16, 2022 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**

2. **Approval of Agenda**

3. **Approval of Minutes**

[A.](#) 2022 06 22 DDA Board of Directors Special Meeting minutes

4. **Financial Review**

[A.](#) July 2022 Financial Reports

[B.](#) August 2022 Financial Reports

5. **Committee Reports**

6. **Other Business**

[A.](#) September CED Report

[B.](#) September Code Enforcement Reports

7. **Old Business**

8. **New Business**

[A.](#) Recommendation - DDA Director Salary

9. **Public Comment**

10. **Adjourn**



Downtown Development Authority - Special Meeting Minutes

Wednesday, June 22, 2022 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order

12:07 pm by Vice Chair Ford

Present: B. Ford, D. Sugg, B. Lovins, C. Jones, S. McKee, K. Garrett (arrived at 12:37)

Absent: F. Prime, P. Shermeyer

Staff: P. Bratschi, S. Stec

Public: Barb Kenez, Karen Miller

Motion by Lovins to excuse Prime & Shermeyer. Second by Sugg. All in favor.

2. Approval of Agenda

Motion to approve the agenda by Lovins. Second by McKee. All in favor.

3. Approval of Minutes

Motion to approve 2022 05 27 Board of Directors minutes by Sugg. Second by Lovins. All in favor.

4. Financial Review

Motion to receive & file May 2022 Financial Reports by McKee. Second by Sugg. All in favor.

4. Committee Reports

Stec provided an update on committee activities.

6. Other Business

Stec provided an update and answered questions on the Department Report. McKee assisted in answering questions related to Code Enforcement.

7. Old Business

None.

8. New Business

A. FY 21/22 June Budget Amendments

Stec outlined & explained the budget amendments presented.

Motion by Sugg to adopt the proposed June Amendment to the FY 21/22 Budget. Second by Lovins. All in favor.

B. CY 22 Wiltshire Alley discussion

Stec explained that both Wiltshire alley approaches have been completed. The city engineer recommended completing the alleyway to save on construction costs. The Wiltshire alley was to be included in future years of the alley & approach project work.

Motion by Sugg to authorize the completion of the Wiltshire alley in construction year 2022. Second by McKee. All in favor.

9. Public Comment

K. Miller had questions regarding the code enforcement officer and Juneteenth budget.

B. Kenez commented on the dead tree at 12 Mile/ Southfield Road.

10. Adjourn

12:47 pm by Lovins. Second by Sugg. All in favor.

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 07/31/2021	PERIOD ENDED 07/31/2022
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,359,243.89	1,364,469.57
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	25,491.00	23,503.93
494-000.000-042.000	ACCOUNTS RECEIVABLE-SPEC ASSES	12,600.00	0.00
494-000.000-084.101	DUE FROM GENERAL FUND	6,001.49	(101.57)
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	(169,584.22)	(169,584.22)
Total Assets		1,619,285.10	1,603,820.65
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	0.00	216,084.22
Total Liabilities		0.00	216,084.22
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,611,211.99	1,611,211.99
Total Fund Balance		1,611,211.99	1,611,211.99
Beginning Fund Balance		1,611,211.99	1,611,211.99
Net of Revenues VS Expenditures - 21-22			(203,770.66)
*21-22 End FB/22-23 Beg FB		1,407,441.33	
Net of Revenues VS Expenditures - Current Year		8,073.11	(19,704.90)
Ending Fund Balance		1,619,285.10	1,387,736.43
Total Liabilities And Fund Balance		1,619,285.10	1,603,820.65

* Year Not Closed

PERIOD ENDING 07/31/2022

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2022 NORM (ABNORM)	MONTH 07/31/22 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	311,100.00	311,100.00	0.00	0.00	311,100.00	0.00
494-000.000-410.000	TAX COLLECTED OTHER	36,676.00	36,676.00	0.00	0.00	36,676.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	1,308.26	1,308.26	8,691.74	13.08
Total Dept 000.000		363,776.00	363,776.00	1,308.26	1,308.26	362,467.74	0.36
TOTAL REVENUES		363,776.00	363,776.00	1,308.26	1,308.26	362,467.74	0.36
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	157,595.00	157,595.00	16,707.40	16,707.40	140,887.60	10.60
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	4,305.76	4,305.76	29,694.24	12.66
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,360.00	3,360.00	0.00	0.00	3,360.00	0.00
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	0.00	0.00	800.00	0.00
494-000.000-822.000	TRAINING/MEMBERSHIP	8,175.00	8,175.00	0.00	0.00	8,175.00	0.00
494-000.000-844.000	MAIN STREET PROGRAM	22,200.00	22,200.00	0.00	0.00	22,200.00	0.00
494-000.000-845.000	STREETSCAPING	33,300.00	33,300.00	0.00	0.00	33,300.00	0.00
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	0.00	0.00	15,300.00	0.00
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	505,624.00	505,624.00	0.00	0.00	505,624.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	8,457.00	8,457.00	0.00	0.00	8,457.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		828,911.00	828,911.00	21,013.16	21,013.16	807,897.84	2.54
TOTAL EXPENDITURES		828,911.00	828,911.00	21,013.16	21,013.16	807,897.84	2.54
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		363,776.00	363,776.00	1,308.26	1,308.26	362,467.74	0.36
TOTAL EXPENDITURES		828,911.00	828,911.00	21,013.16	21,013.16	807,897.84	2.54
NET OF REVENUES & EXPENDITURES		(465,135.00)	(465,135.00)	(19,704.90)	(19,704.90)	(445,430.10)	4.24

User: PAM

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

DB: Lathrup

TRANSACTIONS FROM 07/01/2022 TO 07/31/2022

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
128285	07/31/2022	INTEREST POSTING- MONTHLY	15496	Multiple	1,308.26	
Journal Totals					1,308.26	0.00
Totals for 494-000.000-010.000					1,308.26	0.00
Balance 07/01/22:				1,363,161.31		
Net Change:				1,308.26		
Balance 07/31/22:				1,364,469.57		
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
126877	07/14/2022	VANTAGEPOINTE TRANSFER 803046Vn07142022		Multiple		89.25
127380	07/28/2022	STANDARD INSURANCE COMPANYVnd: 07152022		Multiple		57.68
127356	07/29/2022	BLUE CARE NETWORKVnd: BLUECARE 22189000072		Multiple		1,613.88
127383	07/29/2022	VANTAGEPOINTE TRANSFER 803046Vn07292022		Multiple		89.25
Journal Totals					0.00	1,850.06
Journal CD: CD						
126941	07/15/2022	Check: NBDC 46747	46747	Multiple	59.70	
126961	07/15/2022	Check: NBDC 46767	46767	Multiple	152,351.94	
126986	07/15/2022	Check: NBDC 46792	46792	Multiple	89.25	
127390	07/29/2022	Check: NBDC 46798	46798	Multiple	1,613.88	
127409	07/29/2022	Check: NBDC 46817	46817	Multiple	57.68	
127412	07/29/2022	Check: NBDC 46820	46820	Multiple	89.25	
127471	07/29/2022	Check: NBDC 46828	46828	Multiple	897.60	
127472	07/29/2022	Check: NBDC 46829	46829	Multiple	7,020.25	
Journal Totals					162,179.55	0.00
Totals for 494-000.000-202.000					162,179.55	1,850.06
Balance 07/01/22:				160,329.49		
Net Change:				(160,329.49)		
Balance 07/31/22:				0.00		
494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
126941	07/15/2022	Check: NBDC 46747	46747	Multiple		59.70
126961	07/15/2022	Check: NBDC 46767	46767	Multiple		152,351.94
126986	07/15/2022	Check: NBDC 46792	46792	Multiple		89.25
127390	07/29/2022	Check: NBDC 46798	46798	Multiple		1,613.88
127409	07/29/2022	Check: NBDC 46817	46817	Multiple		57.68
127412	07/29/2022	Check: NBDC 46820	46820	Multiple		89.25
127471	07/29/2022	Check: NBDC 46828	46828	Multiple		897.60
127472	07/29/2022	Check: NBDC 46829	46829	Multiple		7,020.25
Journal Totals					0.00	162,179.55
Journal GJ: GJ						
128326	07/31/2022	CITY AMOUNT FOR ICMA	15497	Multiple		280.27
128338	07/31/2022	MERS POSTING	15507	Multiple		968.80
Journal Totals					0.00	1,249.07
Journal PR: Payroll						
127694	07/15/2022	PAYROLL - SEE PAYROLL REPORT	15432	Multiple		9,144.07
127695	07/31/2022	PAYROLL - SEE PAYROLL REPORT	15433	Multiple		8,769.96
Journal Totals					0.00	17,914.03
Totals for 494-000.000-214.101					0.00	181,342.65
Balance 07/01/22:				34,741.57		
Net Change:				181,342.65		
Balance 07/31/22:				216,084.22		
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
128285	07/31/2022	INTEREST POSTING- MONTHLY	15496	Multiple		1,308.26
Journal Totals					0.00	1,308.26
Totals for 494-000.000-446.000					0.00	1,308.26
Balance 07/01/22:				0.00		
Net Change:				1,308.26		
Balance 07/31/22:				1,308.26		

09/14/2022 12:35 PM

ACTIVITY BY GL/JOURNAL REPORT FOR CITY OF LATHRUP VILLAGE

Page:

Item 4A.

User: PAM

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

DB: Lathrup

TRANSACTIONS FROM 07/01/2022 TO 07/31/2022

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
127694	07/15/2022	PAYROLL - SEE PAYROLL REPORT	15432	Multiple	8,527.46	
127695	07/31/2022	PAYROLL - SEE PAYROLL REPORT	15433	Multiple	8,179.94	
Journal Totals					16,707.40	0.00
Totals for 494-000.000-701.000					16,707.40	0.00
Balance 07/01/22:				0.00		
Net Change:				16,707.40		
Balance 07/31/22:				16,707.40		

494-000.000-703.000 EMPLOYEE TAXES & BENEFITS

Journal AP: AP

126877	07/14/2022	VANTAGEPOINTE TRANSFER 803046EM07142022		Multiple	89.25	
127380	07/28/2022	STANDARD INSURANCE COMPANYEMPLC07152022		Multiple	57.68	
127356	07/29/2022	BLUE CARE NETWORKEMPLOYEE TAXES221890000072		Multiple	1,613.88	
127383	07/29/2022	VANTAGEPOINTE TRANSFER 803046EM07292022		Multiple	89.25	
Journal Totals					1,850.06	0.00
Journal GJ: GJ						
128326	07/31/2022	CITY AMOUNT FOR ICMA	15497	Multiple	280.27	
128338	07/31/2022	MERS POSTING	15507	Multiple	968.80	
Journal Totals					1,249.07	0.00
Journal PR: Payroll						
127694	07/15/2022	PAYROLL - SEE PAYROLL REPORT	15432	Multiple	616.61	
127695	07/31/2022	PAYROLL - SEE PAYROLL REPORT	15433	Multiple	590.02	
Journal Totals					1,206.63	0.00
Totals for 494-000.000-703.000					4,305.76	0.00
Balance 07/01/22:				0.00		
Net Change:				4,305.76		
Balance 07/31/22:				4,305.76		

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 08/31/2021	PERIOD ENDED 08/31/2022
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,359,532.50	1,366,234.78
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	25,491.00	23,503.93
494-000.000-042.000	ACCOUNTS RECEIVABLE-SPEC ASSES	12,600.00	0.00
494-000.000-084.101	DUE FROM GENERAL FUND	0.00	(101.57)
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	(169,584.22)	(169,584.22)
Total Assets		1,613,572.22	1,605,585.86
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	22,487.19	243,359.46
Total Liabilities		22,487.19	243,359.46
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,611,211.99	1,611,211.99
Total Fund Balance		1,611,211.99	1,611,211.99
Beginning Fund Balance		1,611,211.99	1,611,211.99
Net of Revenues VS Expenditures - 21-22			(203,770.66)
*21-22 End FB/22-23 Beg FB		1,407,441.33	
Net of Revenues VS Expenditures - Current Year		(20,126.96)	(45,214.93)
Ending Fund Balance		1,591,085.03	1,362,226.40
Total Liabilities And Fund Balance		1,613,572.22	1,605,585.86

* Year Not Closed

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	08/31/2022 NORM (ABNORM)	MONTH 08/31/22 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	311,100.00	311,100.00	0.00	0.00	311,100.00	0.00
494-000.000-410.000	TAX COLLECTED OTHER	36,676.00	36,676.00	0.00	0.00	36,676.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	3,073.47	1,765.21	6,926.53	30.73
Total Dept 000.000		363,776.00	363,776.00	3,073.47	1,765.21	360,702.53	0.84
TOTAL REVENUES		363,776.00	363,776.00	3,073.47	1,765.21	360,702.53	0.84
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	157,595.00	157,595.00	32,667.28	15,959.88	124,927.72	20.73
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	6,890.62	2,584.86	27,109.38	20.27
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,360.00	3,360.00	15.89	15.89	3,344.11	0.47
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	0.00	0.00	800.00	0.00
494-000.000-822.000	TRAINING/MEMBERSHIP	8,175.00	8,175.00	0.00	0.00	8,175.00	0.00
494-000.000-844.000	MAIN STREET PROGRAM	22,200.00	22,200.00	250.00	250.00	21,950.00	1.13
494-000.000-845.000	STREETSCAPING	33,300.00	33,300.00	0.00	0.00	33,300.00	0.00
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	5,066.00	5,066.00	10,234.00	33.11
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	505,624.00	505,624.00	3,388.14	3,388.14	502,235.86	0.67
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	8,457.00	8,457.00	10.47	10.47	8,446.53	0.12
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		828,911.00	828,911.00	48,288.40	27,275.24	780,622.60	5.83
TOTAL EXPENDITURES		828,911.00	828,911.00	48,288.40	27,275.24	780,622.60	5.83
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		363,776.00	363,776.00	3,073.47	1,765.21	360,702.53	0.84
TOTAL EXPENDITURES		828,911.00	828,911.00	48,288.40	27,275.24	780,622.60	5.83
NET OF REVENUES & EXPENDITURES		(465,135.00)	(465,135.00)	(45,214.93)	(25,510.03)	(419,920.07)	9.72

User: PAM

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

DB: Lathrup

TRANSACTIONS FROM 08/01/2022 TO 08/31/2022

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000		TRUST ACCOUNT-GENERAL				
Journal GJ: GJ						
128284	08/31/2022	INTEREST POSTING MONTHLY AUGUST	15495	Multiple	1,765.21	
		Journal Totals			1,765.21	0.00
Totals for 494-000.000-010.000					1,765.21	0.00

Balance 08/01/22: 1,364,469.57
 Net Change: 1,765.21
 Balance 08/31/22: 1,366,234.78

494-000.000-202.000		ACCOUNTS PAYABLE				
Journal AP: AP						
127873	08/08/2022	DTE ENERGYVnd: DTE EN STR Invois	SEPTEMBER	494-000.000-933.000		1,786.04
127849	08/12/2022	CARDMEMBER SERVICEVnd: CARDMEMB	AUGUST	Multiple		67.86
127875	08/12/2022	EXCELL SNOW & TURF MAINTENANCEV	CLIP51324	494-000.000-933.000		1,560.60
127877	08/12/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	126535	494-000.000-882.000		5,066.00
127919	08/12/2022	VANTAGEPOINTE TRANSFER 803046Vn	08112022	Multiple		89.25
127844	08/15/2022	BLUE CARE NETWORKVnd: BLUECARE	SEPTEMBER	Multiple	798.71	
128079	08/29/2022	PICTURE PERFECTVnd: PICTURE Inv	0051	494-000.000-844.000		250.00
128121	08/31/2022	STANDARD INSURANCE COMPANYVnd:	AUGUST	Multiple		59.78
128132	08/31/2022	VANTAGEPOINTE TRANSFER 803046Vn	08302022	Multiple		89.25
		Journal Totals			798.71	8,968.78

Journal CD: CD						
127935	08/16/2022	Check: NBDC 46848	46848	Multiple		798.71
127940	08/16/2022	Check: NBDC 46853	46853	Multiple		67.86
127952	08/16/2022	Check: NBDC 46865	46865	Multiple	1,786.04	
127953	08/16/2022	Check: NBDC 46866	46866	Multiple	1,560.60	
127954	08/16/2022	Check: NBDC 46867	46867	Multiple	5,066.00	
127987	08/16/2022	Check: NBDC 46900	46900	Multiple	89.25	
128081	08/29/2022	Check: NBDC 46911	46911	Multiple	250.00	
128191	08/31/2022	Check: NBDC 46938	46938	Multiple	59.78	
128198	08/31/2022	Check: NBDC 46945	46945	Multiple	89.25	
		Journal Totals			8,968.78	798.71

Totals for 494-000.000-202.000					9,767.49	9,767.49
		Balance 08/01/22:		0.00		
		Net Change:		0.00		
		Balance 08/31/22:		0.00		

494-000.000-214.101		DUE TO GENERAL FUND				
Journal CD: CD						
127935	08/16/2022	Check: NBDC 46848	46848	Multiple	798.71	
127940	08/16/2022	Check: NBDC 46853	46853	Multiple		67.86
127952	08/16/2022	Check: NBDC 46865	46865	Multiple		1,786.04
127953	08/16/2022	Check: NBDC 46866	46866	Multiple		1,560.60
127954	08/16/2022	Check: NBDC 46867	46867	Multiple		5,066.00
127987	08/16/2022	Check: NBDC 46900	46900	Multiple		89.25
128081	08/29/2022	Check: NBDC 46911	46911	Multiple		250.00
128191	08/31/2022	Check: NBDC 46938	46938	Multiple		59.78
128198	08/31/2022	Check: NBDC 46945	46945	Multiple		89.25
		Journal Totals			798.71	8,968.78

Journal GJ: GJ						
128327	08/31/2022	CITY AMOUNT FOR ICMA	15498	Multiple		280.27
128339	08/31/2022	MERS POSTING	15508	Multiple		1,082.20
128340	08/31/2022	MERS POSTING- NEW HIRES AFTER	015509	Multiple		633.38
		Journal Totals			0.00	1,995.85

Journal PR: Payroll						
128273	08/15/2022	PAYROLL-SEE PAYROLL REPORT	15493	Multiple		8,554.66
128274	08/31/2022	PAYROLL-SEE PAYROLL REPORT	15494	Multiple		8,554.66
		Journal Totals			0.00	17,109.32

Totals for 494-000.000-214.101					798.71	28,073.95
		Balance 08/01/22:		216,084.22		
		Net Change:		27,275.24		
		Balance 08/31/22:		243,359.46		

494-000.000-446.000		INVESTMENT INTEREST				
Journal GJ: GJ						
128284	08/31/2022	INTEREST POSTING MONTHLY AUGUST	15495	Multiple		1,765.21
		Journal Totals			0.00	1,765.21

User: PAM

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

DB: Lathrup

TRANSACTIONS FROM 08/01/2022 TO 08/31/2022

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-446.000		INVESTMENT INTEREST				
Totals for 494-000.000-446.000					0.00	1,765.21

Balance 08/01/22: 1,308.26
 Net Change: 1,765.21
 Balance 08/31/22: 3,073.47

494-000.000-701.000 SALARIES FULL-TIME

Journal PR: Payroll

128273	08/15/2022	PAYROLL-SEE PAYROLL REPORT	15493	Multiple	7,979.94	
128274	08/31/2022	PAYROLL-SEE PAYROLL REPORT	15494	Multiple	7,979.94	
Journal Totals					15,959.88	0.00
Totals for 494-000.000-701.000					15,959.88	0.00

Balance 08/01/22: 16,707.40
 Net Change: 15,959.88
 Balance 08/31/22: 32,667.28

494-000.000-703.000 EMPLOYEE TAXES & BENEFITS

Journal AP: AP

127919	08/12/2022	VANTAGEPOINTE TRANSFER 803046EM08112022		Multiple	89.25	
127844	08/15/2022	BLUE CARE NETWORKEMPLOYEE TAXESSEPTEMBER		Multiple		798.71
128121	08/31/2022	STANDARD INSURANCE COMPANYEMPLCAUGUST		Multiple	59.78	
128132	08/31/2022	VANTAGEPOINTE TRANSFER 803046EM08302022		Multiple	89.25	
Journal Totals					238.28	798.71

Journal GJ: GJ

128327	08/31/2022	CITY AMOUNT FOR ICMA	15498	Multiple	280.27	
128339	08/31/2022	MERS POSTING	15508	Multiple	1,082.20	
128340	08/31/2022	MERS POSTING- NEW HIRES AFTER 015509		Multiple	633.38	
Journal Totals					1,995.85	0.00

Journal PR: Payroll

128273	08/15/2022	PAYROLL-SEE PAYROLL REPORT	15493	Multiple	574.72	
128274	08/31/2022	PAYROLL-SEE PAYROLL REPORT	15494	Multiple	574.72	
Journal Totals					1,149.44	0.00

Totals for 494-000.000-703.000

Balance 08/01/22: 4,305.76
 Net Change: 2,584.86
 Balance 08/31/22: 6,890.62

494-000.000-726.000 OFFICE SUPPLIES

Journal AP: AP

127849	08/12/2022	CARDMEMBER SERVICEOFFICE SUPPLIAUGUST		Multiple	15.89	
Journal Totals					15.89	0.00

Totals for 494-000.000-726.000

Balance 08/01/22: 0.00
 Net Change: 15.89
 Balance 08/31/22: 15.89

494-000.000-844.000 MAIN STREET PROGRAM

Journal AP: AP

128079	08/29/2022	PICTURE PERFECTMAIN STREET PROG0051		494-000.000-202.000	250.00	
Journal Totals					250.00	0.00

Totals for 494-000.000-844.000

Balance 08/01/22: 0.00
 Net Change: 250.00
 Balance 08/31/22: 250.00

494-000.000-882.000 PLANNING/CONSULTING FEES

Journal AP: AP

127877	08/12/2022	GIFFELS-WEBSTER ENG INCPLANNING126535		494-000.000-202.000	5,066.00	
Journal Totals					5,066.00	0.00

09/12/2022 04:11 PM

ACTIVITY BY GL/JOURNAL REPORT FOR CITY OF LATHRUP VILLAGE

Page:

Item 4B.

User: PAM

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

DB: Lathrup

TRANSACTIONS FROM 08/01/2022 TO 08/31/2022

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-882.000 PLANNING/CONSULTING FEES						
Totals for 494-000.000-882.000					5,066.00	0.00
		Balance 08/01/22:		0.00		
		Net Change:		5,066.00		
		Balance 08/31/22:		5,066.00		

494-000.000-933.000 REPAIRS & MAINTENANCE

Journal AP: AP

127873	08/08/2022	DTE ENERGYREPAIRS & MAINTENANCE	SEPTEMBER	494-000.000-202.000	1,786.04	
127849	08/12/2022	CARDMEMBER SERVICE	REPAIRS & MAIAUGUST	Multiple	21.01	
127849	08/12/2022	CARDMEMBER SERVICE	REPAIRS & MAIAUGUST	Multiple	20.49	
127875	08/12/2022	EXCELL SNOW & TURF MAINTENANCE	CLIP51324	494-000.000-202.000	1,560.60	
Journal Totals					3,388.14	0.00
Totals for 494-000.000-933.000					3,388.14	0.00
		Balance 08/01/22:		0.00		
		Net Change:		3,388.14		
		Balance 08/31/22:		3,388.14		

494-000.000-955.000 MISCELLANEOUS EXPENDITURES

Journal AP: AP

127849	08/12/2022	CARDMEMBER SERVICE	MISCELLANEOUSAUGUST	Multiple	10.47	
Journal Totals					10.47	0.00
Totals for 494-000.000-955.000					10.47	0.00
		Balance 08/01/22:		0.00		
		Net Change:		10.47		
		Balance 08/31/22:		10.47		



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

MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: September 15, 2022

RE: Department/Director Report

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

Upcoming Events

- Southfield Road Corridor Cleanup: September 24th, 9 – 11 am
 - * Downtown Day!
- Block Party: October 21st, 6 – 10 pm, Municipal Park
 - * Partnership w/ LOGOS, Boys 2 Men Youth Foundation, LV Community Foundation, & City
- Trunk or Treat, October 29th, 6 – 8 pm, Municipal Park
- Movie Night, November 4th, 6 pm, Municipal Park
- Winter Artisan Market, November 19th, 12 Noon – 4 pm

Past Events

- Informational Meeting: Thursday, August 4th at 3 pm
- Movie Night: August 9 (9pm-11pm)
- Backpack Giveaway: August 26 (6-8pm)

Commercial Business/Property Updates

- 26727 Southfield Road (BP Gas) – Work continues
- 27777 Southfield (Panera Bread) – Received PUD approval by City Council & final site plan approval by Planning Commission. Staff is working with the property owner & developer to finalize the development agreement which will be approved by City Council
- 27000 Southfield Road (Discount Tire) – Work continues on their new addition and parking lot/site improvements
- 26780 Southfield Road – Ruby Lee's Honey Butter Chicken & Shrimp has gone out of business



27400 Southfield Rd
Lathrup Village, MI 48076
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Infrastructure

- Year 2 Sidewalk Replacement Program (SRP) project work along 12 Mile is completed. Contractor is working in the neighborhoods and finishing any punch list items
- Sewer CCTV is completed. The Cured-in-Place-Pipe (CIPP) project has begun.
- Paving work is moving forward, including the DDA alley & approach work
- Goldengate Water Main (11 Mile to Eldorado) is scheduled to begin next week

Miscellaneous

- Staff attended OC Volunteer Management Training on August 29th
- CED/DDA Director will be attending the MAP Conference October 12 -14th

09/15/2022

Commercial Enforcement List

Item 6B.

Address	Business name	Violation	Inspection Type	Category	Status
27252 SOUTHFIELD RD	LATHFIELD INVESTMEN		Re-Inspection	VIOLATION	VIOLATION

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
		Regarding addresses 27208-27260: Code Enforcement received a complaint that there was a window A/C unit in the rear of the building that had what appeared to be a black plastic trash bag covering the rest of the window. Per commercial mechanical code, commercial buildings must have a central ventilation system and cannot have individual ventilation systems. There were other units with window ventilation that also need to be removed. The permitted rooftop central air/ventilation units for the building that should be providing the ventilation for the building are not screened from public view. The dumpster is also outside of it's enclosure and is not located on a concrete pad. The dumpster enclosure needs to have a concrete pad under the dumpster and it must be pushed back into it's enclosure. The property also has 2 garden sheds located in the rear of the building. While not an ordinance violation, one shed is not properly secured with a lock as the other shed is. This garden shed should be secured as to avoid stolen property etc. 7/14/2022- Email sent to JMC representative Christina Rice: Good Morning Christina, I am emailing to notify you that your building with addresses ranging from 27208-27260 Southfield Road is in violation of several building/zoning codes. Attached is the violation letter and photos of each violation. A copy will also be mailed to your offices at 24500 Northwestern Suite 100 in Southfield. Below I have detailed each section of the building in violation. It was difficult for me to locate the			

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
		specific units in violation as several of the doors to the building were locked during business hours and each of your units are divided into multiple subunits. Therefore, approximate location is listed below. 1. 27208- a) Unscreened rooftop ventilation/AC unit b) 1 Window A/C unit on upper floor to the right of this address's rear door. It appears there is a black plastic bag covering the rest of the window. c) 1 window vent lower floor to the right of this address's rear door d) While not a violation there is an unsecured garden shed in the rear of the building between 27208 and 27224. Adding a lock will avoid stolen property. 2. 27224- a) Unscreened rooftop ventilation/AC unit b) 2 window vents upper floor to the left and right of this address's rear door 3. 27236 & 27244- a) Unscreened rooftop ventilation/AC unit between these addresses 4) 27252- a) 1 window vent upper floor to the left of this address's rear door 5) 27252 & 27260 a) Unscreened rooftop ventilation/AC unit between these addresses 6) Dumpster a) The dumpster for the building is several feet outside of its enclosure and is not located on a concrete pad. Except on pick up days, the dumpster must be inside the enclosure with the			

09/15/2022

Item 6B.

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
		doors closed, hidden from public view. The dumpster also needs to sit on a concrete pad, which needs to be added. Please correct these issues by 7/28/2022. If you have any questions regarding local ordinance, please contact me or if you have building or zoning questions you can contact Jim Wright. END OF EMAIL 8/3/2022- building reinspected. The only issue that has been addressed is the AC window unit. It was removed from the window along with the plastic bag. The AC unit is still visible on the other side of the glass. The other issues listed in the email were not corrected.			
3.1.8.H.2 Landscaping & 3.1.8.E.1.C.i Building Elements					

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
3.1.8.H.2 Landscaping					
2. Mechanical equipment: Mechanical equipment, including, but not limited to, HVAC equipment, electrical transformers, air compressors, pumps, exterior water heaters, water softeners, private garbage cans (not including public sidewalk waste bins) and storage tanks may not be stored at ground level on a front or exterior side of a building and if provided in the rear, must be screened from public view. Rooftop mechanical equipment must be screened from public view, using materials that are complementary to the overall building design.					
3.1.8.E.1.C.i Building Elements					
C. Top: The top of the building will distinguish the building with a cornice or noticeable roof edge. Flat roofs shall be enclosed with parapets. i. Equipment: Rooftop mechanical and other equipment shall be positioned and screened to minimize views from adjacent properties and obscure views from the public rights-of-way.					
5.3 DUMPSTER ENCLOSURE					

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
C. Location. Dumpsters shall be permitted in the side or rear yard, provided that no dumpster shall extend closer to the front of the lot than any portion of the principal structure, and provided further that the dumpster shall not encroach on a required parking area, is clearly accessible to servicing vehicles, and is located at least ten (10) feet from any building. Dumpsters shall comply with the setback requirements for the district in which they are located. Dumpsters shall be located as far as practicable from any adjoining residential district. D. Concrete pad. Dumpsters shall be placed on a concrete pad. The concrete pad should extend a minimum of three feet in front of the dumpster enclosure. E. Screening. All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one (1) foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six (6) feet in height on three (3) sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three (3) sides so that no refuse bin projects outside of the open side. Screening materials shall consist of any of the following: i. Masonry, consisting of those materials permitted under the building material standards contained in, "Zoning Ordinance," section 5.4 ii. Wood, provided the wood is cedar, redwood, or equivalent of at least five eighths-inch (1.5875 centimeters) thickness or other types of wood which have been pressure treated with preservatives. If cedar or redwood are used in the screening, it shall be protected from possible rot or decay by the application of a preservative. Wood that has been pressure treated need not be further protected from possible rot or decay; iii. Evergreen shrubbery consisting of permanent, living plant materials which shall be continuously maintained in a sound, healthy and vigorous growing condition, free of plant diseases and insect pests, and free of weeds, refuse and debris. The shrubbery shall be planted and maintained so as to create a continuous barrier. F. Bollards. Bollards (concrete-filled metal posts) or similar protective devices shall be installed at the opening to prevent damage to the screening wall or fence. G. Site plan requirements. The location and method of screening of dumpsters shall be shown on all site plans H. Permit Requirements. No container shall be placed or permitted to remain on any lot unless there is in effect a special permit issued by the building official in conformity with the provisions of article 6. I. Nonconforming enclosures existing on April 8th, 2014. Enclosures which were constructed in accordance with the ordinances and other applicable laws in effect on the date of its construction, but which by reason of is size, height, location, design, or construction is not in conformance with the requirements of this chapter, may be lawfully continued until April 1, 2019.					
26300 SOUTHFIELD RD	26300 SOUTHFIELD LLC	Trash from DXL going onto neighbors	Ordinance	DEBRIS	VIOLATION

30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

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

5.3 WASTE AND RUBBISH

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
1. No garbage, sewage, filth, refuse, waste, trash, debris, or rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any offensive or obnoxious matter, shall be kept in open containers or piled, placed or stored on the open ground. The owners and occupants of every building shall provide proper receptacles for said waste and keep receptacles clean and not exposed on the grounds outside of a building. Rubbish may, however, be placed at roadside for pickup on designated days in conformity with the city's ordinances regulating rubbish collections. In all districts other than R1, commercial refuse containers of a capacity not to exceed eight cubic yards in size (with or without compactor attached) shall be permitted on a special permit basis in accordance with the following provisions: A. Condition. They must be maintained in a clean, well painted, and structurally solid condition. They must be kept covered or closed at all times except when a person is in attendance for the purpose of depositing or emptying refuse. No refuse shall be caused or permitted to spill over from the container or to litter the surrounding area or neighboring properties. They shall be emptied at sufficiently frequent intervals to prevent their being filled beyond the capacity with the lid or cover closed, but they shall not be dumped or emptied before 8:00 a.m. nor after 9:00 p.m.					
17517 W 12 MILE RD	HUNTINGTON BANK	7/15/2022-DUMPSTER IN PUBLIC VIEW. DOES NOT HAVE A PROPER ENCLOSURE.	Re-Inspection	Dumpster Enclosure	VIOLATION

5.3 DUMPSTER ENCLOSURE

- C. Location. Dumpsters shall be permitted in the side or rear yard, provided that no dumpster shall extend closer to the front of the lot than any portion of the principal structure, and provided further that the dumpster shall not encroach on a required parking area, is clearly accessible to servicing vehicles, and is located at least ten (10) feet from any building. Dumpsters shall comply with the setback requirements for the district in which they are located. Dumpsters shall be located as far as practicable from any adjoining residential district.
- D. Concrete pad. Dumpsters shall be placed on a concrete pad. The concrete pad should extend a minimum of three feet in front of the dumpster enclosure.
- E. Screening. All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one (1) foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six (6) feet in height on three (3) sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three (3) sides so that no refuse bin projects outside of the open side.
- Screening materials shall consist of any of the following:
- Masonry, consisting of those materials permitted under the building material standards contained in, "Zoning Ordinance," section 5.4
 - Wood, provided the wood is cedar, redwood, or equivalent of at least five eighths-inch (1.5875 centimeters) thickness or other types of wood which have been pressure treated with preservatives. If cedar or redwood are used in the screening, it shall be protected from possible rot or decay by the application of a preservative. Wood that has been pressure treated need not be further protected from possible rot or decay;
 - Evergreen shrubbery consisting of permanent, living plant materials which shall be continuously maintained in a sound, healthy and vigorous growing condition, free of plant diseases and insect pests, and free of weeds, refuse and debris. The shrubbery shall be planted and maintained so as to create a continuous barrier.
- F. Bollards. Bollards (concrete-filled metal posts) or similar protective devices shall be installed at the opening to prevent damage to the screening wall or fence.
- G. Site plan requirements. The location and method of screening of dumpsters shall be shown on all site plans
- H. Permit Requirements. No container shall be placed or permitted to remain on any lot unless there is in effect a special permit issued by the building official in conformity with the provisions of article 6.
- I. Nonconforming enclosures existing on April 8th, 2014. Enclosures which were constructed in accordance with the ordinances and other applicable laws in effect on the date of its construction, but which by reason of its size, height, location, design, or construction is not in conformance with the requirements of this chapter, may be lawfully continued until April 1, 2019.

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
28250 SOUTHFIELD RD	KUHEL, REVA	7/26/2022-Ditch has trash that needs cleaning	Re-Inspection	Ditch and Culvert Main	VIOLATION
		8/3/2022- trash still in ditch. There is also a bucket covering the culvert opening			

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)

28001 SOUTHFIELD RD	ANTHONY GERARD DIM	8/11/2022- building needs to be registered as abandoned. Signs in window have long surpassed allowable time frame. Monument sign must come down.	Re-Inspection	Sign Violation	VIOLATION
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14-403 Maintenance requirements for abandoned/vacant property

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

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

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

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

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

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

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

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

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
Sec. 52-29 Non-Conforming Signs					
Subsection B:					
If the property upon which the sign is located is vacant the previous use is abandoned, the entire sign (including above-ground base, height, poles, size, wires, panels and any other element) shall be removed within 30 days of the property becoming abandoned.					
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.					
Sec. 52-25 Additional Requirements for Sign Types that require a Permit					
Subsection F. Temporary Signs:					
(2) Non-Residential Wall Signs-The display period for temporary wall signs shall be limited to a total of twenty-eight (28) days per calendar year. Such signs shall not be displayed for any continuous period greater than fourteen (14) days. After this time expires, the sign shall be removed.					
26021 SOUTHFIELD RD	KATTOUAH, ANDROS	8/11/2022- Pot hole reported in your parking lot located in a parking spot in front of Mark 1 Real Estate. The grass in front of your building and in the ditch exceeded 7inches and must be cut within 14 days.	Re-Inspection	Parking Lot Repair	VIOLATION
Tall Grass and Weeds					
Grass and weeds have exceeded a height of 7 inches. If not cut within 48 hours the violation will be corrected by the City's Contractor at homeowner's expense.					
62-1 Maintenance of sidewalks, parking lots and driveways					
Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.					
(Code 1991, art. V, ch. 7, § 110)					
28601 SOUTHFIELD RD	JAGGED FORK HOLDING	8/16/2022- bushes and trees on south side of building are dead/dying. Must be cut down and replaced.	Re-Inspection	Property Maintenance	VIOLATION
82-70 Maintenance of property					

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
(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. (Code 1991, art. V, ch. 7, § 111)					
18100 W 11 MILE RD	INDUSTRY CONSULTING	6/17/2022-Drive through red/green lights need to be turned off after closing the building everyday.	Re-Inspection	Lighting Ordinance # 4 VIOLATION	
		6/			

5.8 Outside Illumination

5.8 OUTSIDE ILLUMINATION

All lighting apparatus used for outside illumination shall direct all light downward and shall be so constructed as to prevent the directed light from extending beyond the lot being illuminated. Except as otherwise provided in this ordinance, no lighting apparatus shall be placed more than 18 feet above grade as measured to the point on the ground nearest the light. No light source shall cause or permit direct, indirect, or reflected light to extend beyond the lot upon which it is placed so as to be annoying to any occupant of a neighboring lot who is of ordinary sensibilities.

General Ordinance:

46-109 (b)

Lighting shall be permitted and regulated as follows:

(1)

It shall be unlawful to arrange, operate, keep, use or maintain artificial lighting facilities upon commercial and industrial premises without deflecting light trespass away from adjacent occupied residential.

26333 SOUTHFIELD RD	PAIN REHABILITATION	8/29/2022- trash in ditch needs to be cleaned up	Re-Inspection	Ditch and Culvert Main VIOLATION	
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Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
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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)

27411 SOUTHFIELD RD	SKZ PROPERTY HOLDIN	Complaint about weeds on the property	Re-Inspection	Tall Grass/ Weeds	VIOLATION
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Tall Grass and Weeds

Grass and weeds have exceeded a height of 7 inches. If not cut within 48 hours the violation will be corrected by the City's Contractor at homeowner's expense.

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

MEMORANDUM

To: DDA Board of Directors
From: DDA Executive Committee
Date: September 15, 2022
RE: DDA Director Salary

On August 24, 2022, the DDA Executive Committee met with City Administrator Sue Montenegro to discuss a pay raise for Susie Stec, DDA and Community & Economic Development Director. City Administrator Montenegro said she highly valued Stec's work performance and felt that her compensation was considerably below the average local rate for comparable city management positions. She recommended a pay raise from \$69,000 to \$80,000, effective as soon as possible, and split 90/10 between the DDA and the city budgets, as outlined in the Cost-Share Agreement. Committee members also spoke positively about Stec and unanimously approved the recommendation, to be voted on by the full DDA board at the Sept. 16th meeting.

Suggested Motion: Approve an increase in DDA Director Stec's salary to \$80,000, effective immediately.