



Downtown Development Authority

Friday, March 20, 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.](#) February Meeting Minutes
5. **Consent Agenda**
 - [A.](#) Monthly Financial Reports
 - [B.](#) Monthly Code Enforcement Report
6. **Presentations**
 - [A.](#) Recast City Cohort
7. **Public Comment (*speakers are limited to 3 minutes*)**
8. **Old Business**
 - A. LVMF Planning Update
9. **New Business**
 - [A.](#) LVMF Stage, Lighting, and Sound Equipment Contract
 - [B.](#) LVMF Facing Painting Artist Contract
 - [C.](#) Perennial Flowers Purchase
 - [D.](#) Proposed DDA/City Cost Share Agreement (2026-2031)
 - [E.](#) Draft DDA Budget FY27

10. **DDA Director Report**

[A.](#) Monthly Director Report

11. **Board Member Comments**

12. **Adjourn**

Downtown Development Authority Meeting
2026

Friday, February 20,

Meeting Minutes

12:04 PM: Call to Order.

Pamela Shermyer	Present
Tracey Williams	Present
Bruce Kantor	Present
Alex Green IV	Present
Patricia Felton	Absent
Mike Greene	Present

No Motion to Excuse absences are made. DDA Director Austin Colson announces the resignation of former DDA Board Chair Fred Prime, and adds that due to holiday scheduling in February, the Lathrup Village City Council did not meet on its normal meeting date, so approval of new board members did not take place. Additionally, Charlotte Jones' term is up, but she has asked to extend her term, which will need to be approved by City Council at their next meeting.

12:05 PM: Approval of Agenda

Motion to Approve Agenda made by Mike Green, seconded by Bruce Kantor; Motion Passes Unanimously.

12:05 PM: Approval of Meeting Minutes

Motion to Approve Minutes of January 2026 Meeting made by Bruce Kantor, seconded by Alex Green; Motions Passes Unanimously.

12:05 PM: Consent Agenda

Motion to Approve the Consent Agenda made by Bruce Kantor, seconded by Mike Greene.

12:06 PM: Public Comment

No Public Comment made.

12:06 PM: Old Business

LVMF Planning Update: Lauren Beras provides updates regarding the Lathrup Village Music Festival planning process. As of meeting date, the LVMF has over \$27,000 in sponsorships. B&B Collision has been added as a sponsor for the festival. Holbrook Auto as also announced their intent to sponsor the Music Festival. LVCoC President Mark Watts has connected Lauren with a local car dealership for a sponsorship opportunity but that meeting has not happened yet, so next meeting there will be an update to that.

Regarding artists: Wayne Gerard, a Lathrup Resident and artist, has agreed to return to the LVMF for a set. Brenden Linsley was suggested by Thornetta Davis and has agreed to perform in the LVMF. There are four returning bands from last year and four new bands for this years' event.

Halfway to the Music is back at Dog and Pony Brewing, March 13th in Oak Park. Admission is free.

Family Fun Zone Update: Parks and Recreation committee has agreed to take over the planning and execution of the zone. Southfield Public Library is going to have a booth in the FFZ to do crafts with the kids.

The LVCoC has been very helpful in promoting the event, hosting artists for their Live in Lathrup Podcast. The CoC is also assisting in restoring the Lathrup Village Community Foundation 501©3 and will partner with the LVMF in order to secure private-entity grants for special events like the LVMF. The LVCF with also work closely to bring community events to the city and local businesses.

Pam Shermeyer asks if there is any added work needed to join an existing 501©3, and DDA Director Colson adds context: The LVDDA worked during the summer of 2025 to start their own 501©3, but the amount of reporting and auditing necessary was deemed to be too excessive of a workload for staff. Conversations with local attorneys and area DDA's that had their own 501©3 already, and the consensus was that it was in the DDA's best interest to partner with an already existing 501©3 that had a similar goal to consolidate reporting documents and keep costs low.

The DDA wanted its own registered 501©3 because there are private entity grants that only go to charitable/tax-exempt organizations exclusively and municipalities/governments go not qualify. Partnering with

the LVCF gives both the Music Festival and the DDA access to these grants and furthers projects in the future, like Parks Restoration and enhancing the Music Festival, as well as Business Support Grants. DDA staff is mindful of any and all conflicts of interest regarding a partnership like this, and pledges to keep the DDA Board aware of such.

Tracey Williams adds on, as she was one of the points of contact to the 501©3 discussion in 2025 for DDA Staff, and reiterates that the workload for operating a registered 501©3 would be too much for staff to handle, especially with day-to-day activities to still handle. She believes it is in the cities and the DDA's best interests to partner with an already existing organization, but believes that- in the future, when resources become more readily available- that the DDA registers as a 501©3 themselves.

12:18 PM: New Business

Southfield Road Hanging Baskets Order: DDA Director Colson Presents – DDA Staff reached out to five local nurseries in order to retrieve quotes for the hanging flower baskets within the DDA District. There were two follow ups sent over a three-week period, but vendors were not very responsive, as the DDA only received 2 quotes: one from last year's vendor, and one from English Garden's.

Joe Kutchey and Sons contract is for \$1,895 dollars. English Garden's contract is for \$26,416. Pam Shermeyer recognizes that English Garden's is a more expensive retailer, but she believes that this is clearly a math error, and that thinks the charge is more like \$9.80 per 4" pot, not \$98 per 4" pot. Bruce adds that maybe they thought they were providing the containers too. DDA Director Colson adds that the price provided did not include soil or fertilizer, while Kutchey and Son's contract does include them.

Bruce Kantor makes a motion to approve Joe Kutchey and Son's contract for \$1,895. Mike Greene seconds the motion. It is passed unanimously.

LVMF Performance Agreement – Wayne Gerard: Lauren and Austin presents the contract – Since the DDA has oversight on the finances for the music festival, the Board is asked to approve the contract for a \$750 deposit. Mike Greene makes motion to approve, Bruce Kantor Seconds. The motion passes unanimously.

LVMF Performance Agreement – Brendon Linsley: Much like the prior contract, the DDA Board is asked to approve a deposit for Brendon Linsley’s contract for \$1,200, being a \$600 deposit. Alex Green makes a motion to approve, Bruce Kantor seconds.

Staffing Cost Allocation – Parks and Recreation: Context: In late summer 2025, Parks and Recreation asked the City Council to have someone on staff full time to handle parks and recreation responsibilities for the city. City Council denied the request due to budgetary constraints. Bruce Kantor brought up the idea of adding hours to DDA Project Coordinator Tom Kennedy, who is currently part time. These 4.5 extra hours will be dedicated to working on parks and recreation projects and initiatives, and looking for more funding through grants and programs. Bruce adds context, and says that this is to give P&R a point of contact to set up and organize events, handle money and scheduling. Bruce makes a motion, Alex seconds. The motion passes unanimously.

12:33 PM: DDA Director Report

DDA Director Colson presents –

Build Ready: Black Business Resilience – Thursday, February 12th 6-8:00 PM Southfield Public Library (26300 Evergreen Rd., Southfield, MI 48076)
o Hosted by Oakland Thrive-join founders, business operators, and ecosystem leaders for an engaging panel discussion focused on building resilient, sustainable Blackowned businesses. The program will explore practical strategies for navigating economic shifts, accessing capital, scaling responsibly, and recovering from setbacks. Panelists will share real-world insights on leadership, infrastructure, mindset, and community support, along with tools and resources to help businesses remain prepared in uncertain times. Doors open at 5:30 PM.

The Magic of Customer Service – With a Twist! – Tuesday, February 24th 10–11:30 AM (Southfield Public Library Auditorium, 26300 Evergreen Road, Southfield)
o The Tri-Cities Business Support Team will host an engaging customer service workshop featuring Anthony Grupido, blending magic, humor, and practical insight to reimagine how businesses approach customer service. Participants will learn strategies to turn everyday interactions into positive service moments, strengthen customer engagement through a resilient mindset, and use unexpected experiences to create lasting impressions.

International Placemaking Week – June 24-26 (Detroit: Venue TBD) o Hosted by Project for Public Spaces in partnership with the Downtown Detroit Partnership. Detroit has been selected as the host city for the 5th International Placemaking Week. This global gathering brings together placemakers, community leaders, planners, and practitioners from around the world to share strategies and best practices for creating vibrant, people-centered public spaces. The three-day event will feature plenary sessions, breakout discussions, mobile workshops, networking receptions, and site visits to public spaces throughout Downtown Detroit and across the city. The event further highlights Detroit as a national leader in creative placemaking and community-driven redevelopment.

Business and Property Update

28919 Southfield Road (Dairy Fairies) – The applicant received site plan approval from the Planning Commission at its February 17th meeting for a change of use, contingent upon obtaining a variance from the Zoning Board of Appeals (ZBA) related to the offstreet parking requirements established in the Zoning Ordinance. The requested parking variance is scheduled for consideration by the ZBA at its February 23rd meeting.

27700 Southfield Road (Former School Building) – The applicant is awaiting a financing decision from MSHDA and has requested a twelve (12) month extension of the site plan approval granted on April 15, 2025. The Planning Commission recommended approval of the extension at their February meeting, which will be considered by City Council at its February 23rd meeting for final approval.

Infrastructure

Capital Improvement Plan (CIP): The FY26-31 CIP was presented to the Planning Commission at its February 17th meeting. The Commission is expected to make a motion at its March meeting to recommend the plan to City Council for final approval.

Monument Welcome Signs: The DDA has requested inclusion of a project in the City’s Capital Improvement Plan for the installation of two (2) new monument welcome signs along Southfield Road to enhance corridor identity and strengthen visual entry points into the district’s north and south gateways.

Wayfinding Signage: The DDA has also requested inclusion of a wayfinding signage project to direct visitors to free public parking located

in the northeast section of the DDA district along Southfield Road, improving accessibility and awareness of available parking resources.

Misc.

GM on Main Street Grant – Traffic Safety Improvements: DDA staff has submitted a grant application to the GM on Main Street Grant Program to fund enhanced roadway striping and pavement markings aimed at improving traffic flow and safety within the DDA district. The proposal focuses on high-conflict intersections associated with I696, the 11 Mile Service Drive, and cross traffic from Lathrup Boulevard. The proposed improvements are intended to reduce vehicle conflicts, improve driver awareness, and enhance pedestrian safety. Main Street America has indicated that grant recipients are expected to be notified by late April.

Recast Leaders Program: Lathrup Village has been selected as one of six Southeast Michigan communities to participate in the Recast Leaders program. Administered by Recast City in partnership with the Michigan Municipal League, this competitive initiative provides no-cost technical assistance over a 10-month period to support development of actionable economic development strategies focused on revitalizing our main street corridor, activating vacant storefronts, and supporting small-scale makerspaces and local entrepreneurs. A kickoff meeting with the program director and participating communities is scheduled for Tuesday, February 24th. Staff will continue to keep the Board informed as the program progresses.

MEDC Redevelopment Services Team Visit & RRC Recognition: Staff from the Michigan Economic Development Corporation (MEDC) will be onsite Monday from 2:30–4:30 PM for a Redevelopment Services Team consultation and tour of three to six priority development sites within the City. The visit will focus on discussing future transformation opportunities, identifying potential barriers, and reviewing best practices associated with Lathrup Village’s Redevelopment Ready Community (RRC) certification. Planned discussion sites include the future readaptation of the former school building, DDA owned triangular parcel, vacant commercial lot north of Lincoln Drive, and the long-term vision for transitioning the Office District along 12 Mile Road into a mixed-use district. MEDC staff will also attend the City Council meeting that evening to formally recognize Lathrup Village for regaining its RRC certification. All DDA members are welcome and encouraged to attend.

Fraud Prevention Workshop – Chase Bank & LV Police Department: Representatives from Chase Bank, in coordination with the Police Department, will host an educational workshop on common and emerging fraud schemes on April 29th at 10:00 AM in the Community Room at City Hall. The session is designed to help residents and business owners identify scams, recognize warning signs, and better protect their personal and financial information.

DDA Director Colson adds at the end of the meeting the Planning Commission is going to begin reviewing ordinance changes over the coming months to appease business and property owner complaints that have been increasing lately. Since these changes include signage, staff believes the DDA board should have some input in the discussion, so staff requests the DDA board review the ordinance at their leisure and provide their feedback on behalf of the business/property owners. This does illicit a discussion but no consensus is reached as the discussion is too preliminary.

After a meeting attendee asks about a second public comment section, because he had something to add, Bruce acknowledged that there should be a Board Member Comments section to the meeting. The Board adds a brief public comment section to let him speak. He asks about the Urban Nursery idea and wants to know if that had gone anywhere so far.

1:20 PM: Adjournment

Mike Greene makes a motion to adjourn the meeting. Bruce Kantor seconds. Meeting is adjourned.

User: JESSICA
DB: Lathrup

PERIOD ENDING 02/28/2026

Item 5A.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	02/28/2026 (ABNORMAL)	MONTH 02/28/2026	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS)									
Revenues									
Dept 000.000									
494-000.000-407.000	TIFA-CAPTURE TAXES	422,500.00		453,556.53		0.00		(31,056.53)	107.35
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	1,000.00		(822.40)		0.00		1,822.40	(82.24)
494-000.000-410.000	TAX COLLECTED OTHER	38,000.00		35,153.33		0.00		2,846.67	92.51
494-000.000-415.000	MISCELLANEOUS REVENUE	23,000.00		0.00		0.00		23,000.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	40,000.00		0.00		0.00		40,000.00	0.00
494-000.000-543.000	FEDERAL/STATE GRANTS	2,500.00		2,500.00		0.00		0.00	100.00
494-000.000-569.000	OTHER STATE GRANTS	162.00		161.56		0.00		0.44	99.73
494-000.000-614.000	MUSIC FEST REV	10,000.00		11,463.00		0.00		(1,463.00)	114.63
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	0.00		20,127.81		2,158.00		(20,127.81)	100.00
494-000.000-695.000	ANTICIPATED USE OF FUND BALANCE	82,138.00		0.00		0.00		82,138.00	0.00
Total Dept 000.000		627,300.00		530,139.83		2,158.00		97,160.17	84.51
TOTAL REVENUES		627,300.00		530,139.83		2,158.00		97,160.17	84.51
Expenditures									
Dept 000.000									
494-000.000-701.000	SALARIES FULL-TIME	130,000.00		80,965.95		10,795.46		49,034.05	62.28
494-000.000-702.000	SALARIES PART-TIME	28,000.00		16,256.25		2,325.00		11,743.75	58.06
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	40,000.00		11,563.74		1,199.45		28,436.26	28.91
494-000.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	0.00		9,903.75		0.00		(9,903.75)	100.00
494-000.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	0.00		9,542.07		1,116.92		(9,542.07)	100.00
494-000.000-722.000	LEGAL SERVICES	900.00		487.50		0.00		412.50	54.17
494-000.000-723.000	RETIREE HEALTH CARE - OPEB	0.00		1,017.99		226.22		(1,017.99)	100.00
494-000.000-726.000	OFFICE SUPPLIES	3,500.00		41.32		0.00		3,458.68	1.18
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	700.00		723.17		0.00		(23.17)	103.31
494-000.000-822.000	LEGAL SERVICES	5,000.00		350.00		0.00		4,650.00	7.00
494-000.000-844.000	MAIN STREET PROGRAM	12,500.00		10,741.05		0.00		1,758.95	85.93
494-000.000-845.000	STREETSCAPING	25,000.00		28,237.96		2,060.00		(3,237.96)	112.95
494-000.000-846.000	MUSIC FESTIVAL EXP	23,500.00		26,222.73		0.00		(2,722.73)	111.59
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00		14,410.02		0.00		889.98	94.18
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00		411.10		0.00		1,588.90	20.56
494-000.000-901.000	POSTAGE FEES	250.00		0.00		0.00		250.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	64,500.00		0.00		0.00		64,500.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	24,000.00		43.54		0.00		23,956.46	0.18
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	100,000.00		60,452.23		0.00		39,547.77	60.45
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00		0.00		0.00		10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00		0.00		0.00		20,000.00	0.00
Total Dept 000.000		627,300.00		353,518.81		17,723.05		273,781.19	56.36
TOTAL EXPENDITURES		627,300.00		353,518.81		17,723.05		273,781.19	56.36
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS):									
TOTAL REVENUES		627,300.00		530,139.83		2,158.00		97,160.17	84.51
TOTAL EXPENDITURES		627,300.00		353,518.81		17,723.05		273,781.19	56.36
NET OF REVENUES & EXPENDITURES		0.00		176,621.02		(15,565.05)		(176,621.02)	100.00

User: JESSICA
DB: Lathrup

FROM 494-000.000-000.000 TO 494-000.000-971.001
TRANSACTIONS FROM 02/01/2026 TO 02/28/2026

Item 5A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-001.006 FLAGSTAR (POOLED) CASH-CHECKING						
Journal CD: CD						
155745	02/02/2026	Check: FPOOL 53	53(A)	494-000.000-202.000		1,236.00
155978	02/13/2026	Check: FPOOL 52310	52310	494-000.000-202.000		600.00
155988	02/13/2026	Check: FPOOL 52320	52320	494-000.000-202.000		150.00
156001	02/13/2026	Check: FPOOL 52333	52333	494-000.000-202.000		4,554.17
156002	02/13/2026	Check: FPOOL 52334	52334	494-000.000-202.000		500.00
156013	02/13/2026	Check: FPOOL 52345	52345	Multiple		107.70
156022	02/13/2026	Check: FPOOL 52354	52354	Multiple		68.00
156024	02/13/2026	Check: FPOOL 52356	52356	494-000.000-202.000		1,500.00
156046	02/16/2026	Check: FPOOL 57	57(A)	Multiple		11.39
156047	02/16/2026	Check: FPOOL 58	58(A)	Multiple		162.50
156056	02/16/2026	Check: FPOOL 67	67(A)	494-000.000-202.000		2,060.00
156279	02/27/2026	Check: FPOOL 52362	52362	Multiple		1,159.36
156280	02/27/2026	Check: FPOOL 52363	52363	Multiple		113.11
156298	02/27/2026	Check: FPOOL 52381	52381	Multiple		107.70
Journal Totals					0.00	12,329.93
Journal PR: Payroll						
156090	02/17/2026	First Pay In February	17897	Multiple		7,173.14
156434	02/26/2026	2ND PAY IN FEBRUARY	17938	Multiple		6,931.37
Journal Totals					0.00	14,104.51
Totals for 494-000.000-001.006					0.00	26,434.44
Balance 02/01/26:				522,119.22		
Net Change:				(26,434.44)		
Balance 02/28/26:				495,684.78		

494-000.000-006.000 SWEEP ACCOUNT						
Journal GJ: GJ						
156436	02/27/2026	MONTHLY INTEREST POSTING	17939	Multiple	228.34	
Journal Totals					228.34	0.00
Totals for 494-000.000-006.000					228.34	0.00
Balance 02/01/26:				428.70		
Net Change:				228.34		
Balance 02/28/26:				657.04		

494-000.000-016.006 MBIA CLASS TRUST (POOLED) CASH						
Journal GJ: GJ						
156436	02/27/2026	MONTHLY INTEREST POSTING	17939	Multiple	1,929.66	
Journal Totals					1,929.66	0.00
Totals for 494-000.000-016.006					1,929.66	0.00
Balance 02/01/26:				503,901.57		
Net Change:				1,929.66		
Balance 02/28/26:				505,831.23		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
156042	02/02/2026	PARADISE GARDEN LANDSCAPINGVnd	2046	494-000.000-845.000		2,060.00
156235	02/06/2026	BLUE CARE NETWORKVnd: BLUECARE	260380147879	Multiple		113.11
155963	02/15/2026	MISSIONSQUARE - 803046Vnd: MIS	6210614	Multiple		107.70
156264	02/24/2026	MISSIONSQUARE - 803046Vnd: MIS	6756410	Multiple		107.70
155621	02/28/2026	BLUE CARE NETWORKVnd: BLUECARE	260100048007	Multiple		113.11
155622	02/28/2026	BLUE CARE NETWORKVnd: BLUECARE	260100034715	Multiple		1,116.92
Journal Totals					0.00	3,618.54
Journal CD: CD						
155745	02/02/2026	Check: FPOOL 53	53(A)	494-000.000-001.006	1,236.00	
155978	02/13/2026	Check: FPOOL 52310	52310	494-000.000-001.006	600.00	
155988	02/13/2026	Check: FPOOL 52320	52320	494-000.000-001.006	150.00	
156001	02/13/2026	Check: FPOOL 52333	52333	494-000.000-001.006	4,554.17	
156002	02/13/2026	Check: FPOOL 52334	52334	494-000.000-001.006	500.00	
156013	02/13/2026	Check: FPOOL 52345	52345	Multiple	107.70	
156022	02/13/2026	Check: FPOOL 52354	52354	Multiple	68.00	
156024	02/13/2026	Check: FPOOL 52356	52356	494-000.000-001.006	1,500.00	
156046	02/16/2026	Check: FPOOL 57	57(A)	Multiple	11.39	
156047	02/16/2026	Check: FPOOL 58	58(A)	Multiple	162.50	
156056	02/16/2026	Check: FPOOL 67	67(A)	494-000.000-001.006	2,060.00	
156279	02/27/2026	Check: FPOOL 52362	52362	Multiple	1,159.36	
156280	02/27/2026	Check: FPOOL 52363	52363	Multiple	113.11	
156298	02/27/2026	Check: FPOOL 52381	52381	Multiple	107.70	
Journal Totals					12,329.93	0.00

Item 5A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Totals for 494-000.000-202.000					12,329.93	3,618.54
		Balance 02/01/26:		7,552.03		
		Net Change:		(8,711.39)		
		Balance 02/28/26:		1,159.36 DR		
494-000.000-665.000 INVESTMENT INTEREST						
Journal GJ: GJ						
156436	02/27/2026	MONTHLY INTEREST POSTING	17939	Multiple		1,929.66
156436	02/27/2026	MONTHLY INTEREST POSTING	17939	Multiple		228.34
Journal Totals					0.00	2,158.00
Totals for 494-000.000-665.000					0.00	2,158.00
		Balance 02/01/26:		17,969.81		
		Net Change:		2,158.00		
		Balance 02/28/26:		20,127.81		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
156090	02/17/2026	First Pay In February	17897	Multiple	5,397.73	
156434	02/26/2026	2ND PAY IN FEBRUARY	17938	Multiple	5,397.73	
Journal Totals					10,795.46	0.00
Totals for 494-000.000-701.000					10,795.46	0.00
		Balance 02/01/26:		70,170.49		
		Net Change:		10,795.46		
		Balance 02/28/26:		80,965.95		
494-000.000-702.000 SALARIES PART-TIME						
Journal PR: Payroll						
156090	02/17/2026	First Pay In February	17897	Multiple	1,275.00	
156434	02/26/2026	2ND PAY IN FEBRUARY	17938	Multiple	1,050.00	
Journal Totals					2,325.00	0.00
Totals for 494-000.000-702.000					2,325.00	0.00
		Balance 02/01/26:		13,931.25		
		Net Change:		2,325.00		
		Balance 02/28/26:		16,256.25		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
156235	02/06/2026	BLUE CARE NETWORKEMPLOYEE TAXE	260380147879	Multiple	113.11	
155963	02/15/2026	MISSIONSQUARE - 803046EMPLOYEE	6210614	Multiple	107.70	
156264	02/24/2026	MISSIONSQUARE - 803046EMPLOYEE	6756410	Multiple	107.70	
155621	02/28/2026	BLUE CARE NETWORKEMPLOYEE TAXE	260100048007	Multiple	113.11	
155622	02/28/2026	BLUE CARE NETWORKEMPLOYEE TAXE	260100034715	Multiple	1,116.92	
Journal Totals					1,558.54	0.00
Journal GJ: GJ						
156478	02/06/2026	RECLASS BCN GROUP 129718 SUBGR	17964	Multiple		113.11
156477	02/28/2026	RECLASS BCN GROUP 129718 SUBGR	17963	Multiple		113.11
156486	02/28/2026	RECLASS BCN GROUP 129718 SUBGR	17972	Multiple		1,116.92
Journal Totals					0.00	1,343.14
Journal PR: Payroll						
156090	02/17/2026	First Pay In February	17897	Multiple	500.41	
156434	02/26/2026	2ND PAY IN FEBRUARY	17938	Multiple	483.64	
Journal Totals					984.05	0.00
Totals for 494-000.000-703.000					2,542.59	1,343.14
		Balance 02/01/26:		10,364.29		
		Net Change:		1,199.45		
		Balance 02/28/26:		11,563.74		
494-000.000-718.000 HEALTH INSURANCE PREMIUMS (CURRENT EMPL)						
Journal GJ: GJ						
156486	02/28/2026	RECLASS BCN GROUP 129718 SUBGR	17972	Multiple	1,116.92	
Journal Totals					1,116.92	0.00

User: JESSICA

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

Item 5A.

DB: Lathrup

TRANSACTIONS FROM 02/01/2026 TO 02/28/2026

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-718.000 HEALTH INSURANCE PREMIUMS (CURRENT EMPL)						
Totals for 494-000.000-718.000					1,116.92	0.00
Balance 02/01/26:				8,425.15		
Net Change:				1,116.92		
Balance 02/28/26:				9,542.07		

494-000.000-723.000 RETIREE HEALTH CARE - OPEB						
Journal GJ: GJ						
156478	02/06/2026	RECLASS BCN GROUP 129718 SUBGR 17964		Multiple	113.11	
156477	02/28/2026	RECLASS BCN GROUP 129718 SUBGR 17963		Multiple	113.11	
Journal Totals					226.22	0.00
Totals for 494-000.000-723.000					226.22	0.00
Balance 02/01/26:				791.77		
Net Change:				226.22		
Balance 02/28/26:				1,017.99		

494-000.000-845.000 STREETS CAPING						
Journal AP: AP						
156042	02/02/2026	PARADISE GARDEN LANDSCAPINGSTR 2046		494-000.000-202.000	2,060.00	
Journal Totals					2,060.00	0.00
Totals for 494-000.000-845.000					2,060.00	0.00
Balance 02/01/26:				26,177.96		
Net Change:				2,060.00		
Balance 02/28/26:				28,237.96		

Item 5A.

Fund 494 DDA CONSTRUCTION FUND (CAPITAL PROJECTS)

GL Number	Description	PERIOD ENDED 02/28/2025	PERIOD ENDED 02/28/2026
*** Assets ***			
494-000.000-001.006	FLAGSTAR (POOLED) CASH-CHECKING	0.00	495,684.78
494-000.000-006.000	SWEEP ACCOUNT	0.00	657.04
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,256,072.85	0.00
494-000.000-016.006	MBIA CLASS TRUST (POOLED) CASH	0.00	505,831.23
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	9,697.14	9,697.14
494-000.000-084.101	DUE FROM GENERAL FUND	3,406.48	0.00
494-000.000-141.001	INFRASTRUCTURE	640,945.69	1,080,071.69
494-000.000-177.000	NON DEPRECIABLE-CAPITAL ASSETS	27,972.00	73,631.00
494-000.000-177.001	DEPRECIABLE ASSETS	75,432.25	75,432.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(277,782.22)	(340,808.22)
Total Assets		1,735,744.19	1,900,196.91
*** Liabilities ***			
494-000.000-202.000	ACCOUNTS PAYABLE	1,500.00	(1,159.36)
494-000.000-214.101	DUE TO GENERAL FUND	7,116.21	0.00
494-000.000-286.000	UNEARNED REVENUE	0.00	101,825.25
Total Liabilities		8,616.21	100,665.89
*** Fund Balance ***			
494-000.000-370.000	FUND BALANCE-NONSPENDABLE PREPAIDS	0.00	1,315.00
494-000.000-390.000	FUND BALANCE-UNASSIGNED	1,437,734.34	733,268.00
494-000.000-391.000	FUND BALANCE-NET INVESTMENT IN CAPITAL	0.00	888,327.00
Total Fund Balance		1,437,734.34	1,622,910.00
Beginning Fund Balance		1,437,734.34	1,622,910.00
Net of Revenues VS Expenditures		289,393.64	176,621.02
Ending Fund Balance		1,727,127.98	1,799,531.02
Total Liabilities And Fund Balance		1,735,744.19	1,900,196.91

3/17/2026

DDA CODE ENFORCEMENT REPORT – MARCH 2026

Address	Business name	Violation	Category	Status
17517 W 12 MILE RD	HUNTINGTON BANK	OPERATING WITHOUT BUSINESS LICENSE - BUSINESS LICENSE REQUIRED	Operating Without Business License	Letter Sent

Records: 1

Page: 1

**Code Enforcement
Reporting: Steve**

Lathrup Village
DDA: Solutions
for the Business
Corridors



Purpose

In the spirit of transparency, we want to share what we are learning through our Recast Leaders Cohort.

We want to showcase our intentions and thought process for the “Maker’s Mile”.

We want to elicit discussion and feedback from residents, business/property owners and prospective investors in our DDA district.

Brief History

Main Street Oakland County provided DDA staff with news on the Recast City Cohort opportunity, sponsored by Michigan Municipal League and the Ralph C. Wilson Jr. Foundation.

Staff immediately went to work on the application, forming the team, and preparing necessary points of contact.

In late January 2026, the team assembled to prepare for the interview. The team penned the term: “The Maker’s Mile” for the Southfield Road Corridor.

In Early February, Lathrup Village was one of six communities admitted into the cohort.



What is Recast City?

Also known as “Recast Leader’s Cohort”. Started by Ilana Preuss, former Chief of Staff for EPA Smart Growth Program.

She wrote a book on redeveloping/revitalizing small city downtowns (*Recast Your City: How to Save Your Downtown with Small-Scale Manufacturing*).

Started the Recast City Leaders program; 10-month educational venture for communities that costs \$20,000 to learn the process to revitalize downtown/corridors. and help businesses succeed

Intended to help communities activate vacant storefronts, support small-scale production and maker businesses, and focuses on practical, implementable economic development strategies

Full program cost is provided by the Ralph C. Wilson Jr. Foundation.

Why Explore These Strategies?

Nationwide data shows retail environments are changing.

Traditional storefronts are difficult to fill with retail alone.

Small producers and makers are growing segments of the economy.

Communities are seeking flexible mixed-use business districts.

Opportunities to support local entrepreneurs.

Work Currently Underway



- Identifying economic barriers for entrepreneurs



- Evaluating opportunities within the business corridor



- Exploring zoning and policy considerations



- Developing goals for activating commercial spaces



- Preparing for next cohort workshop

Goals for Lathrup Village

01

Strengthen the
Business
Corridors;

02

Activate vacant
or underutilized
commercial
space;

03

Support
entrepreneurs
and small
businesses;

04

Explore zoning
flexibility for
small-scale
production;

05

Encourage new
types of
business
activity.

What is Small-Scale Production?

A community of businesses that produce some kind of tangible good.

- Think woodworking, jewelry, leather, 3D Printed goods, hair/skincare products, biotech, hardware, etc.

The businesses must be able to replicate or produce these products in-house and sell them in their stores.

- They can also ship them from their stores.

What is a Maker Space or Maker Business?

Small businesses that produce goods locally.

Often combine production and showroom retail.

Encourage entrepreneurship and local innovation.

Often activate underused storefronts.

The Maker's Mile

A play off Chicago's "Miracle Mile" or St. Clair Shores' "Nautical Mile", this is was our arbitrary mile-long designation.

This project will cover the entire business district of Lathrup Village.

Open a pathway for already existing businesses to begin utilizing Small-Scale Manufacturing as well as permit new businesses to open within the districts.

Instead of Re-Zoning individual nodes or parcels per project request, we intend to add use types to our zoning designations.

The Maker's Mile: An Umbrella Identity

The Maker's Mile acts as an Umbrella Identity- an overarching theme of the entire district.

The "Maker's Mile" is not one block, but a corridor-based initiative applied strategically across our commercial areas.

Under the umbrella are corridor-based creative production networks activated through targeted nodes.



PROJECT
DIAMOND



**MICHIGAN
ECONOMIC
DEVELOPMENT
CORPORATION**

How This Program Can Succeed

- Through community partners and organizations, like:
 - Oakland THRIVE
 - Lathrup Village Chamber of Commerce
 - Project DIAMoND through Automation Alley
 - Main Street Oakland County
 - Michigan Economic Development Corporation
 - Financial Institutions like Chase Bank and Michigan First CU
 - Lathrup Village Residents

Questions and Discussion

We are hopeful that this presentation provided enough *preliminary* information to spur discussion or will elicit questions and intrigue amongst the community. We are happy to answer any questions at any time.

Please note: These plans are not final. Everything we presented is still in preliminary stages, so there is still plenty of time to make changes to plans or ideas moving forward.

Questions for the Planning Commission:

- What opportunities do you see for small-scale production locally?
- Are there zoning considerations we should explore?
- How can we support entrepreneurs in the corridor?
- What concerns should be addressed early in the process?



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

To: DDA Board of Directors
From: Austin Colson, Director – Community & Economic Development/DDA Director
Date: March 20, 2026
RE: LVMF Stage, lighting, and Sound Equipment Contract

Overview

The fourth Annual Lathrup Village Music Festival on Saturday, September 12, 2026, requires professional stage, lighting, and sound equipment to support our performers. We recommend entering into an agreement with Robert Jensen, who provided similar services for past two festivals with excellent results. The expense for this contract will be covered entirely by sponsorship contributions.

Request for Quotes

Planning Committee conducted extensive outreach to obtain quotes for stage lighting, and sound stage, sound, lighting, and backline equipment for the 2026 Lathrup Village Music Festival. A summary of vendor engagement is provided below:

Company Name	Efforts Requesting Quote
Pegasus Entertainment	<p>2-4-26: Initiated outreach to Pegasus Entertainment, and spoke with a representative (Zack) regarding the City’s stage and sound needs for the Festival.</p> <p>2-6-26: Provided detailed event specifications via email to both Zack and Derek (Pegasus representatives) for the preparation of a formal quote.</p> <p>2-19-26: Conducted a follow-up call with Zack, who indicated that Derek had been out of town and that the company was currently behind on preparing quotes. Zack stated he would attempt to prioritize the request; however, no proposal was received.</p> <p>Despite multiple outreach attempts and follow-ups, Experienced ongoing challenges in obtaining timely responses from this vendor.</p>
Oakland County	<p>2-6-26: Call to Oakland County Parks and Recreation Department, received email of individual in charge of stage bookings.</p>

	<p>2-6-26: Emailed stage specs to representative at Parks and Recreation Department.</p> <p>2-11-26: Received an email back from Oakland County informing the stage was not available. They also do not offer sound, tech, lights, and other equipment needed for stage production.</p>
AEP Events	<p>2-10-26: Emailed representative (John) at AEP for a quote.</p> <p>2-19-26: Messaged John to confirm he received email with specifications.</p> <p>2-20-26: Reached out to John who said has not able to locate email with specifications. Offered to resend. Following a phone call and John said he was pulling a quote together.</p> <p>3-5-26: Provided quote totaling \$13,896.25.</p>
Robert Jenson and Neil Sever	<p>1-5-26: Message sent to Neil to see if he was available again. He has been the contractor for the first three Festivals.</p> <p>1-6-26: He is available and would love to do it again. Submitted an invoice asap.</p> <p>1-23-26: Neil sent his quote of \$6100 including additional lights for dance area, speakers outside the fenced in area, and DJ between sets, (no MC). Increased price by only \$400 from last year for the additional items.</p>
Mercury Sound and Lighting	<p>2-19-26: Phone call made to owner. They had a power outage that day and said he may not be able to look at it until tomorrow. Emailed required specifications.</p> <p>2-20-26: They do not provide all of the required specifications, their services are limited to sound and lighting.</p>
4Wall Entertainment (Detroit)	<p>2-19-26: Phone call made to Detroit 4 Wall. Emailed representative (Connor) specifications for a quote. Connor responded via email and forwarded the request to Ray, their Detroit-based contact, who followed up via email regarding lighting details.</p> <p>The vendor does not provide staging but can subcontract that component. They can manage music playback, however, this would require use of the City's Spotify account.</p> <p>A preliminary quote is being prepared excluding staging, which can be added separately once subcontractor pricing is obtained.</p> <p>2-20-26: Received a quote from 4 Wall. The quote was broken down to Sales, Rental, Crew, and Delivery. Quote received was priced at \$46,167.22</p>

<p>Display Group</p>	<p>2-19-26 Called Display Group. They stated a sales person would follow up..</p> <p>2-20-26: The vendor advised that a site visit would be necessary, however, due to their focus on larger-scale events, they declined to provide a quote.</p>
<p>On Site Specialists</p>	<p>2-19-26: Called “On Site Specialists” and spoke with Paul. Event specifications were provided via email for a quote. Paul responded indicating they can supply most of the core equipment; however, they are unable to provide the following:</p> <ul style="list-style-type: none"> • In-ear monitors • Boom mic stands • 50’ drop box and drum snake • Standard concert instrument microphone package • A stage roof structure <p>They indicated they will provide a quote for the items they are able to supply.</p> <p>2-20-26: Paul responded via email indicating they do not have sufficient equipment available to support the event that weekend.</p>

Vendor Feedback

Based on outreach efforts, Planning Committee determined that many vendors were either unable to meet the full scope of services, unavailable, or significantly higher in cost. As a result, the proposal from Robert Jenson and Neil Sever represents the most comprehensive, cost-effective, and reliable option.

Provider Performance

During last year’s event, Robert Jensen provided high-quality mixing consoles, line arrays, monitors, and cabling with unwavering reliability. Their team handled setup the day prior, remained on site throughout the event for technical and sound support, ensuring uninterrupted performances and completed the stage teardown the following day. The quoted rate is consistent with last year’s package, with a modest increase of \$400, for a total of \$6,100. The additional cost reflects expanded services, including additional lights for dance area, speakers outside the fenced in area, and DJ services between sets (no MC this festival). These enhancements, particularly the inclusion of on-site stage management, will enable the Planning Committee to concentrate on other critical event operations during the festival.

Budget Impact

Funding for this activity is included in the FY27 LVMF budget and is fully funded through sponsorships, resulting in no impact on DDA general funds.

Suggested Motion:

"I move to approve the selection of Robert Jensen and Neil Sever to provide stage, lighting, and sound services for the 2026 Lathrup Village Music Festival, and to authorize the DDA Director to execute all necessary agreements in an amount not to exceed \$6,100, consistent with the proposal presented."

Robert Jensen
2210 E. Lincoln
Royal Oak, MI 48067

2026

RENTAL DEPARTMENT

SALES ORDER
RO9932

ORDER NUMBER: RO9932

DATE: 23-Jan-26

INVOICE DATE:

INVOICE NUMBER:

BILL TO:	Lathrup Village DDA	SHIP TO:	COMPANY: Same
COMPANY:	Lauren Betas	ATTENTION:	ADDRESS: At Gazebo
ATTENTION:	27400 Southfield Road		
ADDRESS:			

CITY:	Lathrup Village	ZIP:	48076
STATE:	MI	FAX:	
PHONE:	248-563-4461		
OTHER NUMBER:	lvmfest@gmail.com		

SALESPERSON:	Neil Sever	SALE:	
DEPT:	10146	SERVICE:	
DATE REQD:	12-Sep-26	INSTALL:	
PO NUMBER:		RENTAL:	X
TERMS:	50% Deposit	EVALUATION:	
	50% Show	WILL CALL:	
		DELIVERY:	X
		SHIP VIA:	Truck
		DATE SHIPPED:	11-Sep-26
		SHIPPING CHRGS:	

QTY ORDERED	DAYS	DESCRIPTION	PRICE	PER	EXTENDED
1	1	1 Digital Mixing Console Yamaha QL5-32 with iPad remote control		1	
12	2	1 DOS 210E Line Array FOH Speakers/ 6-per side		1	
4	4	1 JBL VRX 932 Line Array Speakers 4 stands/side speakers		1	
8	8	1 8-DOS Powered Dual18" Subs on carts		1	
4	4	1 FOH X2, Monitor, and Sub Amp Racks, + extras		1	
10	2	1 EAW/JBL SRX stage monitors		1	
2	2	1 EAW Speakers for outside of tense		1	
2	2	1 Shure Urs Wireless Handhelds 400 mhz		1	
22	1	1 Boom mic stands tall///8 short booms		1	
1	1	1 200 amp Distro box///AC Box///Cam Locks 50ft/100ft cable and digital		1	
10	2	1 Radial Direct boxes		1	
2	2	1 50ft drop box and drum snake		1	
1	1	1 Extra Crowd Lights For Dancers		1	
1	2	1 EV top and Sub for Drum Fill and 1- cue monitor		1	
1	1	1 Standard Concert Instrument Microphone package		1	
2	2	1 JBL VRX Front Fills and Out Fills w/ stands		1	
3	3	1 Clearcom Basestation with beltsacks		1	
1	1	1 24'x20'x32" Stage wind break side hangs with Roof 8x8 drum riser		1	
		Lathrup Village to Supply		1	
		12-20amp Stage breakout circuits at gazebo/w covers		1	
		Drums/bass amp/Guitar amps		1	
		uitar amps/ cables		1	
20	1	1 LED Stage wash Package + Moving Lights Package, Truss Hang		1	

REMARKS:
Show 11-9pm Tearout after
3 Techs on site for show
Setup day before/ Tear out Night of after show completion
Deposit payable to Robert Jensen
Balance check Payable To Neil Sever

Extra Gear	MATERIAL TOTAL	\$5,700.00
LABOR		\$400.00
Shipping/Trucks		
TOTAL		\$6,100.00

CUSTOMER SIGNATURE

Date



Elevate Production Group

1449 Rochester Rd
Troy, Michigan 48083

Quote

Quote
Number: Q-000486
Date: March 05, 2026

Bill To
Lauren Baras

Event Info
Event: Lathrup Village Music Festival 2026
Venue: Lathrup Village City Hall
Load-in Date:
Event Start Date: September 11, 2026

Gear

Gear

Audio Package

Qty	Description
1	Yamaha DM7S 16ch Digital Mixer
2	Yamaha 16ch Rio Digital Snake
2	Wireless Handheld - Shure ULXD
1	Solidcom M1 (8 Wireless Intercom)
1	Line Array (12speakers, Cabling)
4	18"Dual subs
2	8" QSC Speakers FOH
10	12" QSC Speakers Stage Monitors
1	Mic Stand Package
10	DI Boxes
2	12" QSC Speakers Drum Fill
2	12" QSC Sub Drum Fill
1	Instrument Mic Package
2	12" QSC Speakers Front fills

AUDIO PACKAGE TOTAL	\$2,402.50
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Power

Qty Description	
1	Leprechaun 48ch 110-220v Distro
1	Feeder Cable With Camlocks
POWER TOTAL	
\$86.25	

Lighting Package

Qty Description	
1	Grand MA2 light Board
6	Elation ZFX Pro
14	Upwash Elation Sixpar 100
LIGHTING PACKAGE TOTAL	
\$507.50	

Stage 26' x 20'

Qty Description	
1	Mobile Stage - 20' x 26'
1	8' x 8' Drum Riser
STAGE 26' X 20' TOTAL	
\$5,150.00	

GEAR SUBTOTAL	\$17,135.00
GEAR DISCOUNT	\$8,988.75
GEAR TOTAL	\$8,146.25

GEAR TOTAL \$8,146.25

Labor

Crew

Qty	Position Name	Hrs	Subtotal
1	A1 (Audio Engineer)	20	\$1,500.00
1	L2 (Lighting Engineer)	20	\$1,300.00
2	Stagehand	10	\$2,200.00

CREW SUBTOTAL			\$5,000.00
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LABOR TOTAL \$5,000.00

Logistics

LOGISTICS TOTAL \$750.00

Item 9A.

QUOTE TOTAL

\$13,896.25



QUOTE

DT112618

Item 9A.

Print Date: 02/20/2026

4WALL ENTERTAINMENT, INC

30082 RESEARCH DR
NEW HUDSON, MI 48165
UNITED STATES
Phone: (248) 685-0102

Description: EVENT: LATHRUP VILLAGE FEST. 2026.12.10
DT
Deal: 4WALL QUOTE
PO No: PENDING
Terms: PREPAY
Billing Cycle: SINGLE PER.
Location: LATHRUP VILLAGE MUNICIPAL PARK
Ref No: LAUREN BERAS 248-563-4461

Agent: RAY WOODS
Email: RWOODS@4WALL.COM
Phone: (810) 599-9094
Project Manager: RAY WOODS
Email: RWOODS@4WALL.COM
Phone: (810) 599-9094
Outside Sales Rep: RAY WOODS
Email: RWOODS@4WALL.COM
Phone: (810) 599-9094

Billing Period: 09/10/2026 -09/14/2026
Usage Period: 09/10/2026 -09/14/2026
Load In: 09/11/2026 08:00
Need By: 09/11/2026 08:00
Pick Up: 09/13/2026 15:00

Issued To
4WALL QUOTE
**TO MOVE FORWARD WITH THIS
RENTAL AN ACCOUNT MUST BE OPENED*
,
UNITED STATES

Outgoing (Deliver)
Location: LATHRUP VILLAGE MUNICIPAL
PARK
LATHRUP VILLAGE, MI 48076
RENTAL AN ACCOUNT MUST BE OPENED*
LATHRUP VILLAGE, MI 48076
UNITED STATES

Incoming (Pick Up)
Location: 4WALL QUOTE
**TO MOVE FORWARD WITH THIS
RENTAL AN ACCOUNT MUST BE OPENED*
,
UNITED STATES

RENTAL

I-Code	Description	Qty.	Unit Extended	Period Extended
LIGHTING				
10159-000	ELATION SMARTY MAX	4	203.00	812.00 *
10159-001	LAMP MSD 400 FLEX 470W	4	0.00	0.00 *
10159-001	SPARE LAMP MSD 400 FLEX 470W	1	0.00	0.00 *
25005-06	POWERCON TRUE1 / L6-20 MALE 6'	4	0.00	0.00 *
16103-000	SAFETY CABLE	4	0.00	0.00 *
10151-402	ELATION OMEGA BRACKET	8	0.00	0.00 *
16102-120	MEGA CLAW CLAMP	8	0.00	0.00 *
10159-020	FOAM INSERT FOR SMARTY MAX	4	0.00	0.00 *
10159-024	ROADCASE ELATION SMARTY MAX 4 UNIT	1	0.00	0.00 *
12300-550	LED PAR COLORADO 2 SOLO ZOOM RGBW IP65	16	49.00	784.00 *
25005-06	POWERCON TRUE1 / L6-20 MALE 6'	16	0.00	0.00 *
16103-000	SAFETY CABLE	16	0.00	0.00 *
16102-000	HANGING HARDWARE	16	0.00	0.00 *
15131-601	COLORFRAME 7-1/2" X 7-1/2" COLORADO SOLO2	16	0.00	0.00 *
12320-018	ROADCASE LED PAR 12 UNIT	2	0.00	0.00 *
12271-280	LED STRIKE ARRAY 4 WWA IP65	2	70.00	140.00 *
25005-06	POWERCON TRUE1 / L6-20 MALE 6'	2	0.00	0.00 *
16103-000	SAFETY CABLE	2	0.00	0.00 *
10050-001	BRACKET OMEGA 140 CHAUVET	2	0.00	0.00 *
16102-000	HANGING HARDWARE	2	0.00	0.00 *
12271-287	ROADCASE STRIKE ARRAY 4 6 UNIT	1	0.00	0.00 *
87410-00	TRUSS BOX 12" X 12" 10' BLACK TYLER	4	42.00	168.00 *
82910-00	5/8" X 2" 1/4" BOLT	16	0.00	0.00 *
87404-00	TRUSS BOX 12" X 12" 4' BLACK TYLER	2	31.50	63.00 *
82910-00	5/8" X 2" 1/4" BOLT	8	0.00	0.00 *
38655-00	GACFLEX SPANSET 6'	8	2.10	16.80 *
38635-00	GACFLEX SPANSET 3'	8	2.10	16.80 *

38630-00	SPANSET 3'	4	1.40	
38650-00	SPANSET 6'	6	1.40	Item 9A.
38760-00	SHACKLE 5/8" WLL 3-1/4 TON	30	1.40	42.00 *
83825-00K	TRUSS TOOLS 1/2" DRIVE (15/16")	2	12.60	25.20 *
83830-00	WRENCH RATCHET 1/2" DRIVE	2	0.00	0.00 *
83830-02	15/16" SOCKET (DEEP)	2	0.00	0.00 *
83830-01	WRENCH COMBO 15/16"	2	0.00	0.00 *
24067-30	GRAND MA3 ON PC COMMAND WING XT	1	455.00	455.00 *
33560-00	AC CORD	1	0.00	0.00 *
24067-23	DUST COVER GRAND MA3 COMMAND WING	1	0.00	0.00 *
24140-10	GOOSE NECK LAMP LED	1	0.00	0.00 *
00691-50	24" DELL LED TOUCHSCREEN P2418 MONITOR	2	105.00	210.00 *
00691-51	24" DELL DESKTOP STAND P2418	2	0.00	0.00 *
33560-00	AC CORD	2	0.00	0.00 *
00512-06	HDMI 2.0 CABLE 6'	2	0.00	0.00 *
00536-06	DISPLAYPORT 6'	2	0.00	0.00 *
00591-80	ADAPTER USB A / USB B 3.0 3'	2	0.00	0.00 *
21819-45	ADAPTER DISPLAYPORT / MINI DISPLAYPORT 6'	2	0.00	0.00 *
33335-25	ROADCASE 22" MONITOR DUAL	1	0.00	0.00 *
24140-50	TRACKBALL (EXTERNAL USB)	1	0.00	0.00 *
24140-40	KEYBOARD (EXTERNAL USB)	1	0.00	0.00 *
24067-25	ROADCASE GRAND MA3 COMMAND WING	1	0.00	0.00 *
MISCR-CBL	ESTIMATED CABLE PACKAGE	1	1,050.00	1,050.00 *
94036-06	TABLE FOLDING 6'	2	4.20	8.40 *
94045-00	CHAIR OFFICE	2	24.50	49.00 *
99113-20	TENT POP UP 10' X 10' EZ-UP CANOPY WHITE	2	45.50	91.00 *
99113-21	SIDE PANEL 10' X 10' EZ UP WHITE	8	0.00	0.00 *
99113-02	STORAGE BAG 10' X 10' EZ UP	2	0.00	0.00 *
30500-155	POLY TARP 20' X 30' WATERPROOF	4	0.00	0.00 *
92440-31	BUNGEE CORD 24" X 5/16" BLACK	50	0.00	0.00 *
81650-00	SANDBAG 25LB BLACK	16	4.20	67.20 *
AUDIO				
50150-205	YAMAHA QL5 64CH DIGITAL MIXER	1	602.00	602.00 *
50150-352	GOOSE NECK LAMP LED 4 PIN	2	0.00	0.00 *
24110-20	DUST COVER	1	0.00	0.00 *
33560-00	AC CORD	1	0.00	0.00 *
50150-102	ROADCASE YAMAHA QL5	1	0.00	0.00 *
45002-410	D&B AUDIO TECHNIK V12 3-WAY LINE ARRAY SPEAKER	8	262.50	2,100.00 *
50004-000	12/4 JUMPER 16" SPEAKON NL4 4 POLE	6	0.00	0.00 *
45002-415	FRONT PIN PAIR 8MM X 23MM D&B AUDIO TECHNIK V-SERIES	16	0.00	0.00 *
45002-416	REAR PIN 9MM X 40MM D&B AUDIO TECHNIK V-SERIES	16	0.00	0.00 *
45002-140	CART D&B AUDIO TECHNIK V-SERIES 4 UNIT	2	0.00	0.00 *
45002-141	COVER FOR CART D&B AUDIO TECHNIK V-SERIES 4 UNIT	1	0.00	0.00 *
45002-400	D&B AUDIO TECHNIK V8 3-WAY LINE ARRAY SPEAKER	4	262.50	1,050.00 *
50004-000	12/4 JUMPER 16" SPEAKON NL4 4 POLE	3	0.00	0.00 *
45002-415	FRONT PIN PAIR 8MM X 23MM D&B AUDIO TECHNIK V-SERIES	8	0.00	0.00 *
45002-416	REAR PIN 9MM X 40MM D&B AUDIO TECHNIK V-SERIES	8	0.00	0.00 *
45002-401	FLYING FRAME D&B AUDIO TECHNIK V-SERIES	2	52.50	105.00 *
45002-403	FRONT LINK FLYING FRAME D&B AUDIO TECHNIK V-SERIES	4	0.00	0.00 *
45002-415	FRONT PIN PAIR 8MM X 23MM D&B AUDIO TECHNIK V-SERIES	4	0.00	0.00 *
45002-404	SPLAY LINK FLYING FRAME D&B AUDIO TECHNIK V-SERIES	2	0.00	0.00 *
45002-092	CABLE PICK O-RING FLYING FRAME D&B AUDIO TECHNIK	2	0.00	0.00 *
45002-416	REAR PIN 9MM X 40MM D&B AUDIO TECHNIK V-SERIES	4	0.00	0.00 *
38755-00	SHACKLE 1/2" WLL 2 TON	4	0.00	0.00 *

45002-402	LOAD ADAPTER FLYING FRAME D&B AUDIO TECHNIK V-SERIES	4	0.00	Item 9A.
45002-409	LOAD ADAPTER PIN PAIR 10MM X 35MM D&B AUDIO TECHNIK V-SERIES	4	0.00	
38755-00	SHACKLE 1/2" WLL 2 TON	4	0.00	0.00 *
45002-407	LOAD ADAPTER ROTA CLAMP D&B AUDIO TECHNIK V-SERIES	2	7.00	14.00 *
45002-409	LOAD ADAPTER PIN PAIR 10MM X 35MM D&B AUDIO TECHNIK V-SERIES	2	0.00	0.00 *
45002-149	ROADCASE FLYING FRAME D&B AUDIO TECHNIK V-SERIES DUAL	1	0.00	0.00 *
45002-140	CART D&B AUDIO TECHNIK V-SERIES 4 UNIT	1	0.00	0.00 *
45002-141	COVER FOR CART D&B AUDIO TECHNIK V-SERIES 4 UNIT	1	0.00	0.00 *
45000-051CON	D&B AUDIO TECHNIK D20 8CH AMPLIFIER RACK	8	420.00	3,360.00 *
45000-151CN	*CONTAINER CASE 12 SPACE D&B AUDIO TECHNIK D20 AMPLIFIER	8	0.00	0.00 *
45000-051CN	*CONTAINER D&B AUDIO TECHNIK D20 AMPLIFIER	16	0.00	0.00 *
45000-072CN	*CONTAINER I/O PANEL [2:2] RJ45 / [8:8] 3 PIN COM / [1:1] CAN / [12] NL4 / [2] NL8 / MULTI 3RU	8	0.00	0.00 *
23896-00CN	*CONTAINER PD WHIRLWIND 3 X POWERCON BLUE / 3 X EDISON DUPLEX (L21-30 THRU)	8	0.00	0.00 *
21897-35CN	*CONTAINER LED GOOSENECK DUAL RACK LIGHT 12V	8	0.00	0.00 *
23076-10	POWERCON BLUE / EDISON MALE	16	0.00	0.00 *
21784-05	RJ45 CAT 5E CABLE 5'	40	0.00	0.00 *
45005-400	JBL VRX932LAP 12" 2-WAY POWERED LINE ARRAY SPEAKER	8	241.50	1,932.00 *
23076-10	POWERCON BLUE / EDISON MALE	8	0.00	0.00 *
45005-605	QUICK RELEASE PIN JBL VRX900 SERIES	16	0.00	0.00 *
45002-670	D&B AUDIO TECHNIK Y SUBWOOFER	16	140.00	2,240.00 *
45002-752	FRONT PIN PAIR 7MM X 18MM D&B AUDIO TECHNIK Y-SERIES	32	0.00	0.00 *
45002-755	REAR PIN 8MM X 40MM D&B AUDIO TECHNIK Y-SERIES	48	0.00	0.00 *
45002-756	REAR LINK D&B AUDIO TECHNIK Y SUBWOOFER	16	0.00	0.00 *
45002-167	WOODEN LID D&B AUDIO TECHNIK Y SUBWOOFER	16	0.00	0.00 *
45002-168	COVER D&B AUDIO TECHNIK Y SUBWOOFER	16	0.00	0.00 *
45002-230	D&B AUDIO TECHNIK E8 2-WAY SPEAKER	12	122.50	1,470.00 *
45002-235	HORIZONTAL BRACKET D&B AUDIO TECHNIK E8	12	0.00	0.00 *
16101-220	CHESBORO HALF 2" (3/8" BOLT)	12	0.00	0.00 *
45002-108	ROADCASE D&B AUDIO TECHNIK E8 DUAL	6	0.00	0.00 *
45008-260	QSC KS212C SUBWOOFER	2	87.50	175.00 *
33560-00	AC CORD	2	0.00	0.00 *
45007-145	CASE COVER QSC KS212C	2	0.00	0.00 *
45008-210	QSC K12 ACTIVE LOUDSPEAKER	2	28.00	56.00 *
33560-00	AC CORD	2	0.00	0.00 *
45007-145	CASE COVER QSC KS212C	2	0.00	0.00 *
45009-310	AURAY SS-47A SPEAKER STAND	10	17.50	175.00 *
50204-025	RADIAL J48 ACTIVE DIRECT BOX	10	8.40	84.00 *
46011-251	SHURE ULXD4D G50 DUAL WIRELESS RECEIVER	1	210.00	210.00 *
33560-00	AC CORD	1	0.00	0.00 *
46011-233	SHURE UA8 UHF G50 WHIP ANTENNA 470-542	2	0.00	0.00 *
46011-755	SHURE UA874US ACTIVE DIRECTIONAL ANTENNA 470-698MHZ	2	12.60	25.20 *
50075-025	RF BNC 50 OHM 25'	1	2.10	2.10 *
50075-050	RF BNC 50 OHM 50'	1	4.20	4.20 *
46011-220	SHURE ULXD2/SM58 G50 WIRELESS HANDHELD MICROPHONE	2	35.00	70.00 *
46011-031	SHURE SM58 WIRELESS MICROPHONE CAPSULE	2	0.00	0.00 *
46011-945	SHURE WIRELESS MICROPHONE STAND CLIP	2	0.00	0.00 *
46003-120	MICROPHONE POUCH	2	0.00	0.00 *
46031-230	ATLAS MS-20E MICROPHONE STAND 37"-66" BLACK	2	8.40	16.80 *
46031-915	ADAPTER ATLAS TOP 5/8"-27 THREAD MALE / 7/8"-27 THREAD FEMALE	2	0.00	0.00 *
46031-232	ATLAS MS-20B 12" 8LB BASE	2	0.00	0.00 *
55140-000	CLEARCOM FREESPEAK II WIRELESS BASE STATION	1	350.00	350.00 *
55140-002	POWER SUPPLY 12V/5A 4 PIN CLEARCOM	1	0.00	0.00 *
55140-050	CLEARCOM FREESPEAK II BP-19 BELTPACK	5	105.00	525.00 *

55140-040	BATTERY CLEARCOM FREESPEAK II BAT60	5	0.00	Item 9A.
55140-040	SPARE BATTERY CLEARCOM FREESPEAK II BAT60	5	0.00	
55140-042	BATTERY CHARGER CLEARCOM AC60 5 UNIT	1	0.00	0.00 *
55140-044	POWER SUPPLY 12V/5A BATTERY CHARGER CLEARCOM AC60	1	0.00	0.00 *
55452-851	TELEX PH-88 SINGLE MUFF LIGHTWEIGHT HEADSET (4 PIN FEMALE)	5	24.50	122.50 *
55140-010	CLEARCOM FREESPEAK II 1.9GHZ TRANSCEIVER	1	70.00	70.00 *
55140-022	POWER SUPPLY CLEARCOM FREESPEAK II TRANSCEIVER/SPLITTER	1	0.00	0.00 *
33560-00	AC CORD	1	0.00	0.00 *
21784-05	RJ45 CAT 5E CABLE 5'	1	0.00	0.00 *
55140-100	ROADCASE CLEAR COM FREESPEAK 8 UNIT	1	0.00	0.00 *
50012-710	ROADMASTER STAGE BOX 24:4 3 PIN XLR TO FAN OUT 100'	2	31.50	63.00 *
46031-000	MICROPHONE STAND TRIPOD BLACK	22	2.10	46.20 *
46031-960	MICROPHONE BOOM ARM	22	0.00	0.00 *
45009-249	KONIG & MEYER 259 SHORT TRIPOD MICROPHONE STAND	8	2.10	16.80 *
45009-231	KONIG & MEYER 211-1 BOOM ARM 17.1"-29.3" BLACK	8	0.00	0.00 *
MIC PACKAGE				
46012-710	SHURE BETA 52A KICK DRUM MICROPHONE	2	17.50	35.00 *
46003-120	MICROPHONE POUCH	2	0.00	0.00 *
46012-705	SHURE BETA 56A INSTRUMENT MICROPHONE	4	14.00	56.00 *
46003-120	MICROPHONE POUCH	4	0.00	0.00 *
46012-730	SHURE BETA WB98H/C INSTRUMENT MICROPHONE TA4F	4	10.50	42.00 *
46039-060	MICROPHONE FOAM WINDSCREEN	4	0.00	0.00 *
46003-120	MICROPHONE POUCH	4	0.00	0.00 *
46021-070	SENNHEISER MD421-II MICROPHONE	4	14.00	56.00 *
46021-042	SENNHEISER E604 DRUM MICROPHONE	6	14.00	84.00 *
46021-940	SENNHEISER MZH604 MICROPHONE DRUM CLIP E604/E904	6	0.00	0.00 *
45009-368	ADAPTER 5/8"-27 THREAD MALE / 3/8"-16 THREAD FEMALE REDUCER BUSHING	6	0.00	0.00 *
46003-120	MICROPHONE POUCH	6	0.00	0.00 *
46012-210	SHURE SM57 MICROPHONE	6	14.00	84.00 *
46011-942	SHURE MICROPHONE STAND CLIP	6	0.00	0.00 *
46003-120	MICROPHONE POUCH	6	0.00	0.00 *
46012-200	SHURE SM58 MICROPHONE	6	16.80	100.80 *
46011-942	SHURE MICROPHONE STAND CLIP	6	0.00	0.00 *
46003-120	MICROPHONE POUCH	6	0.00	0.00 *
46012-825	SHURE KSM137 CARDIOID INSTRUMENT MICROPHONE	4	35.00	140.00 *
46039-060	MICROPHONE FOAM WINDSCREEN	4	0.00	0.00 *
46011-940	SHURE 20MM MICROPHONE STAND CLIP	4	0.00	0.00 *
46011-102	CARRY CASE SHURE KSM137/KSM141 MICROPHONE DUAL	2	0.00	0.00 *
46012-820	SHURE KSM141 DUAL PATTERN INSTRUMENT MICROPHONE	4	0.00	0.00 *
46039-060	MICROPHONE FOAM WINDSCREEN	4	0.00	0.00 *
46011-940	SHURE 20MM MICROPHONE STAND CLIP	4	0.00	0.00 *
46011-102	CARRY CASE SHURE KSM137/KSM141 MICROPHONE DUAL	2	0.00	0.00 *
CABLE				
50004-100	12/4 JUMPER 100' SPEAKON NL4 4 POLE	24	7.00	168.00 *
50004-075	12/4 JUMPER 75' SPEAKON NL4 4 POLE	4	3.50	14.00 *
50004-050	12/4 JUMPER 50' SPEAKON NL4 4 POLE	24	3.50	84.00 *
50004-025	12/4 JUMPER 25' SPEAKON NL4 4 POLE	20	3.50	70.00 *
50004-010	12/4 JUMPER 10' SPEAKON NL4 4 POLE	20	2.80	56.00 *
50096-004	COUPLER SPEAKON NL4	30	3.50	105.00 *
50050-100	3 PIN XLR 100' MICROPHONE	24	4.20	100.80 *
50050-050	3 PIN XLR 50' MICROPHONE	20	3.50	70.00 *
50050-025	3 PIN XLR 25' MICROPHONE	32	2.80	89.60 *
50050-010	3 PIN XLR 10' MICROPHONE	24	2.10	50.40 *
50050-005	3 PIN XLR 5' MICROPHONE	12	2.10	25.20 *

21784-81	RJ45 CAT 5E CABLE 200'	4	9.80	Item 9A.
21784-75	RJ45 CAT 5E CABLE 100'	8	4.20	
21784-50	RJ45 CAT 5E CABLE 50'	8	4.20	33.60 *
21784-25	RJ45 CAT 5E CABLE 25'	16	2.80	44.80 *
21784-10	RJ45 CAT 5E CABLE 10'	20	2.80	56.00 *
00605-64	IPAD AIR 5 64GB MM9E3LL/A BLUE	1	108.50	108.50 *
00011-37	USB-C CABLE 1M	1	0.00	0.00 *
00583-53	POWER SUPPLY USB-C 20W	1	0.00	0.00 *
21839-00	NETWORK ROUTER 4 PORT GIG WIRELESS	1	8.40	8.40 *
21839-10	POWER SUPPLY ROUTER 4 PORT GIG WIRELESS	1	0.00	0.00 *
POWER				
71700-00K	4/0 EISL FEEDER SET 50'	1	59.50	59.50 *
71700-01	4/0 EISL RED 50' HOT	1	0.00	0.00 *
71700-02	4/0 EISL BLACK 50' HOT	1	0.00	0.00 *
71700-03	4/0 EISL BLUE 50' HOT	1	0.00	0.00 *
71700-04	4/0 EISL WHITE 50' NEUTRAL	1	0.00	0.00 *
71700-05	4/0 EISL GREEN 50' GROUND	1	0.00	0.00 *
71730-00K	4/0 EISL FEEDER SET 100'	1	84.00	84.00 *
71730-01	4/0 EISL RED 100' HOT	1	0.00	0.00 *
71730-02	4/0 EISL BLACK 100' HOT	1	0.00	0.00 *
71730-03	4/0 EISL BLUE 100' HOT	1	0.00	0.00 *
71730-04	4/0 EISL WHITE 100' NEUTRAL	1	0.00	0.00 *
71730-05	4/0 EISL GREEN 100' GROUND	1	0.00	0.00 *
71750-00K	4/0 EISL FEEDER TAILS	1	12.60	12.60 *
71750-01	4/0 EISL FEMALE / BARE END RED	1	0.00	0.00 *
71750-02	4/0 EISL FEMALE / BARE END BLACK	1	0.00	0.00 *
71750-03	4/0 EISL FEMALE / BARE END BLUE	1	0.00	0.00 *
71750-04	4/0 EISL MALE / BARE END WHITE	1	0.00	0.00 *
71750-05	4/0 EISL MALE / BARE END GREEN	1	0.00	0.00 *
23736-50	PD INDU 120V/208V 48 X MULTI / 3X L21-30	1	297.50	297.50 *
34250-25	10/5 JUMPER 100' L21-30	2	12.60	25.20 *
34250-20	10/5 JUMPER 50' L21-30	2	7.00	14.00 *
34250-15	10/5 JUMPER 25' L21-30	2	4.90	9.80 *
34250-05	10/5 JUMPER 10' L21-30	4	4.20	16.80 *
34250-82	EDISON QUAD BOX / L21-30 FEED THROUGH	4	4.20	16.80 *
34250-98	10/5 L21-30 STRINGER 30' GFCI EDISON QUAD BOX (3-OUT) FEED THRU	2	12.60	25.20 *
72890-00	12/14 MULTI CABLE 100'	2	21.00	42.00 *
72870-00	12/14 MULTI CABLE 50'	2	11.90	23.80 *
72860-00	12/14 MULTI CABLE 25'	2	9.80	19.60 *
72976-03	EDISON BREAK-OUT 3'	3	8.40	25.20 *
			RENTAL Sub-Total	\$ 21,324.10
			TAX (6.000%)	\$ 1,279.45
			RENTAL Total	\$ 22,603.55

SALES

I-Code	Description	Qty.	Unit Extended	Period Extended
606517	LINE TRICKLINE #4 BLK 300'	1	17.50	17.50 *
163150	TAPE ELECTRICAL BLACK	3	2.00	6.00 *
475600	TAPE GAFFERS BLACK 2" PRO	1	23.00	23.00 *
476000	TAPE GAFFERS WHITE 2" PRO	1	23.00	23.00 *
			SALES Sub-Total	\$ 69.50
			TAX (6.000%)	\$ 4.17
			SALES Total	\$ 73.67

CREW

I-Code	Description	Qty.	Unit Extended	Period Extended
A100001	AUDIO - AUDIO SUPERVISOR (A1)	1	85.00	2,550.00 *
A100003	AUDIO - AUDIO TECHNICIAN (A2)	1	75.00	2,250.00 *
UK1000052	LIGHTING CREW CHIEF	3	850.00	2,550.00 *
R100003	RIG - LEAD RIGGER	1	85.00	1,700.00 *
S100002	STAGEHAND - STAGEHAND	2	45.00	1,800.00 *
LABOR3	LABOR TERMS	1	0.00	0.00
<p>Note: - Day Rate is based on a 10 hour Straight Time Rate - A 1- hour Meal break is required for every 5 hrs of Work time - Each additional hour over 10 hours in one given day is overtime. Billed at 1.5 times the ST rate - Work hours between 11PM & 7AM will be billed @ 1.5 times the ST rate when applicable. - Holidays are Billed at 1.5 times the Day Rate and Overtime Rate. After 10 hours of Holiday pay, the hourly rate stays at 1.5 times the ST rate. - Holidays observed are New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, The Friday after Thanksgiving, and Christmas Day - 8 Hour turnaround required between call times. If an 8 hour turnaround does not occur, crew will be on overtime until an 8 hour turnaround occurs.</p>				
A100001	AUDIO - SYSTEM ENGINEER	1	92.40	2,772.00
A100004	AUDIO - AUDIO UTILITY (A2)	2	79.20	3,168.00
			CREW Total	\$ 16,790.00

MISCELLANEOUS

I-Code	Description	Qty.	Unit Extended	Period Extended
4WE-TRKD02	DELIVERY TRUCK LOCAL	1	850.00	850.00
<p>Note: Deliveries within 8am to 5pm, M-F under 35 miles</p>				
4WE-TRKP02	PICKUP TRUCK LOCAL	1	850.00	850.00
<p>Note: Pickup within 8am to 5pm, M-F under 35 miles</p>				
P-SERVICES	24FT X 20FT X 3FT MOBILE STAGE W/ WIND BREAK SIDES	1	5,000.00	5,000.00
<p>Note: with 8' x 8' drum riser</p>				
P-SERVICES	CUSTOMER MUST ARRANGE & PAY FOR:	1	0.00	0.00
<p>Note: - All Electrical Services: Located within 50 ft of Back Stage. 208 vlt, 3Phase, 200 amps per phase. - 24/7 Security from the time equipment is unloaded from our truck until our truck is loaded. - Front of house Tent w/ sides, no smaller than: 10 ft x 20 ft.</p>				
			MISCELLANEOUS Total	\$ 6,700.00
			Sub-Total	\$ 44,883.60
			TAX	\$ 1,283.62
			Grand Total	\$ 46,167.22

Terms and Conditions:

Terms and Conditions

Please note the following regarding this rental quote:

- 1) Price Discount. Price shown reflects a 3.5% discount for our standard payment method options (ACH/Wire/Cash/Check). We do accept other forms of payment, but cannot extend the discount for these other non-standard methods.
- 2) Term, charges. Rent accrues for all time out (including transit) from tender/pickup/delivery window until 4Wall check-in. Invoices are due on receipt unless stated otherwise. Late amounts accrue the lesser of 1.5%/month or the maximum lawful rate, plus reasonable collection costs and attorneys' fees.
- 3) Trucking. If trucking is quoted it includes round trip (one delivery and one pick-up). Additional truck trips or off-hours freight loading charges, if required, will be billed as they occur. Marshalling charges may be incurred if applicable.
- 4) Labor. Labor is NOT included unless otherwise noted. All labor scheduling and scheduling adjustments of the 4Wall employed crew must be coordinated through the account representative handling the quote.
- 5) Risk, Insurance. Risk of loss/theft/damage passes on tender and remains until check-in. Customer will safeguard, use only as intended by qualified personnel. 4Wall requires a certificate of insurance be provided with 4Wall Entertainment listed as additional insured. It needs to show current effective liability insurance in amounts of 1,000,000 per occurrence, and inland marine coverage for the minimum equal to the total value of all equipment that will be rented from 4Wall showing 4Wall as the Loss Payee.
- 6) Cancellations. Within 15 days of the scheduled departure from 4Wall's facility: minimum 25% cancellation fee. After equipment leaves the facility: 100% fee. Applies to the entire order value, including labor, trucking, and other charges.
- 7) Deposit, Tax. Unless otherwise stated on the 4Wall quote/order, a 50% deposit is due upfront before release, pickup, delivery, or install; balance due per the quote/order or approved credit terms. Any applicable sales tax is not included unless stated. Actual taxes billed may change based on the effective tax rate on date invoiced.
- 8) Acceptance by Receipt (no signature required). Receipt, pickup, installation, or any use = acceptance of these Terms and the Long Form. If Customer objects, it must reject in writing before first use and immediately return at its expense. The person accepting represents authority to bind Customer.
- 9) Defaults; Suspension & Repossession. On any default (including non-payment), and as permitted by law, 4Wall may suspend use (including remote disable where applicable) and repossess the equipment without breach of the peace, without prior notice. Customer promptly reimburses reasonable repossession costs and reasonable attorneys' fees. Repossession does not relieve liability for past-due amounts, late charges/interest, rent through actual recovery/check-in, or pre-recovery loss/theft/damage (including replacement at then-current list price for total loss/missing items).
- 10) Limits & Indemnity. Equipment is AS IS. 4Wall is not liable for indirect/special/consequential damages; total liability is capped at amounts paid for the affected rental. Customer defends/indemnifies/holds harmless 4Wall from claims arising from Customer's possession/use/transport/installation, except to the extent of 4Wall's gross negligence or misconduct.
- 11) Law; Venue; Jury Waiver; Entire Agreement. Governing law and exclusive venue are as specified on the Order (default Nevada). Jury trial is waived to the extent permitted by law. This Short Form + the Long Form + the Order comprise the entire agreement; if any part is unenforceable, the rest survives.
- 12) RESPONSIBILITY FOR EQUIPMENT. Except to the extent caused by 4WALL's gross negligence or willful misconduct, and except while in active use by 4WALL in the performance of its obligations hereunder, while at the Event Site, the Customer is responsible for all Equipment. While at the Event Site, except as provided above, if such Equipment is lost, stolen or damaged under any circumstances, the Customer shall be responsible for all costs and charges, including labor costs, to repair or to replace the Equipment, and for lost revenue during the time the Equipment is being repaired or replaced. If the Equipment is returned not clean, a cleaning charge will be imposed.

Signature

Date



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

To: DDA Board of Directors
From: Austin Colson, Director – Community & Economic Development/DDA Director
Date: March 20, 2026
RE: LVMF Family Fun Zone – Face Painters

Background

As part of the continued effort to enhance the family-friendly programming at the Lathrup Village Music Festival (LVMF), staff is proposing the inclusion of professional face painters within the designated family activity area for the 2026 event.

The festival is scheduled to take place on Saturday, September 12, 2026, with a planned rain date of Sunday, September 13, 2026. The selected vendors have confirmed their availability for both dates to ensure continuity of programming regardless of weather conditions.

Vendor Selection

Vendor Type	Company Name	Price per Hour	# of Hours	Total Price
Face Painting	Face Painters of MI	\$100/hr. face painter; \$110/hr. for temporary tattoo artist	4	Hourly rate + 20% Tip <u>Total \$840</u>
Face Painting	“Sookie”	\$140/hr. per face painter (2)	4	Hourly rate + 20% Tip <u>Total \$1,440</u>
Face Painting	Wild Raspberry Facepainting	\$165/hr. per face painter (2)	4	Hourly rate + \$140 tent set up fee + 20% Tip <u>Total \$1,752</u>

Evaluation of Quotes

The planning committee solicited proposals from multiple vendors to assess cost, capacity, and overall service quality.

“Sookie” provided two face painters for the 2025 festival, delivering reliable, professional service that was well received by attendees. Their proposal for 2026 maintains the same service level, ensuring continuity and sufficient capacity to meet anticipated demand.

Face Painters of MI submitted a lower-cost proposal, however, they are only able to provide one face painter for the event date. As an alternative, they proposed supplementing services with a temporary tattoo artist. While this provides an additional activity, temporary tattoos do not offer the same level of engagement or artistic value as face painting and could be provided by a volunteer.

Wild Raspberry Facepainting submitted a higher-cost proposal that includes additional fees, resulting in a total cost significantly above other options.

The planning committee recommends selecting a vendor capable of providing two face painters to maintain the level of service and attendee experience achieved during the 2025 festival. Staff also notes that outreach was conducted to identify additional vendors; however, face painting services are in high demand during the summer festival season, limiting availability.

Recommendation

Based on prior performance, service capacity, and overall value, staff recommends selecting “Sookie” to provide face painting services for the 2026 LVMF. This option ensures continuity of a well-received program element and supports a high-quality experience within the Family Fun Zone. Although, we are open the DDA Board’s direction on the selection of the vendor.

Budget Impact

Funding for this activity is included in the FY27 LVMF budget and is fully funded through sponsorships, resulting in no impact on DDA general funds.

Suggested Motion:

“I move to approve the use of face painting vendors for the 2026 Lathrup Village Music Festival and authorize the DDA Director to finalize vendor arrangements with _____ in an amount not to exceed \$_____, consistent with the presented proposal.”



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

To: Lathrup Village Downtown Development Authority
From: Austin Colson – Community & Economic Development Director
Date: March 20, 2025
RE: Vendor for Perennial Flower Installation within the DDA District

Overview:

This memorandum provides a summary of pricing proposals obtained for the purchase and installation of perennial flower plantings within the Downtown Development Authority district. The DDA has historically incorporated seasonal landscaping and floral displays as part of its downtown beautification and streetscaping program. These plantings contribute to the appearance of the corridor and support ongoing placemaking initiatives within the district.

In preparation for the upcoming planting season, staff and Reed Boskey contacted several regional landscape suppliers and greenhouses to request pricing for the supply of perennial plant materials and related installation services. Vendors were asked to provide pricing for plant varieties appropriate for long-term seasonal performance in Southeast Michigan and suitable for the planting beds maintained by the DDA.

Proposals were sought that would include healthy plant stock, soil preparation where necessary, and the installation of flowers in the designated foundation beds located throughout the district. These plantings are intended to provide durable color and visual interest throughout the growing season while minimizing maintenance requirements.

Vendor Responses

Three vendors submitted quotes for the requested work. Staff reviewed the submissions to understand the overall cost, materials included, and scope of services offered by each vendor.

Company Name	Quote Amount
Michiganense Natives	\$1,127.63
Feral Flora	\$1,457.50
New Leaf Natives	\$1,778.68

Recommended Action

The Downtown Development Authority Board of Directors is advised to discuss the results of the RFQ and determine which of the quotes received best suits the task at hand. After discussion, the Board is advised to make a motion and vote on the quote they prefer using the following motion:

“I move that the DDA approve the contract for Michiganense Natives to fulfill the order for perennial flowers to be installed surrounding City Hall grounds located in the DDA District.”

New Leaf Natives						
Common name	Species	Size	Quantity	Unit Price	Subtotal	Substitutions
Spikenard	Aralia racemosa	3" pot	3	\$8.50	\$25.50	
Butterfly Milkweed	Asclepias tuberosa	3" pot	5	\$7.75	\$38.75	
American Bellflower	Campanulastrum americanum	3" pot	10	\$7.00	\$70.00	
Gray's Sedge	Carex grayii	3" pot	17	\$7.75	\$131.75	
Palm Sedge	Carex muskingumensis	3" pot	14	\$7.00	\$98.00	
Lance-leaf Coreopsis	Coreopsis lanceolata	3" pot	7	\$7.00	\$49.00	
Rattlesnake Master	Eryngium yuccifolium	3" pot	6	\$7.75	\$46.50	
Big-leaved Aster	Eurybia macrophylla	3" pot	11	\$7.75	\$85.25	
Joe Pye Weed	Eutrochium maculatum	3" pot	3	\$7.00	\$21.00	
Wild Geranium	Geranium maculatum	3" pot	7	\$9.50	\$66.50	
Prairie Smoke	Geum triflorum	3" pot	7	\$8.50	\$59.50	
Shrubby St. John's Wort	Hypericum prolificum	1 Gal pot	3	\$25.00	\$75.00	
Dense Blazing Star	Liatris spicata	3" pot	7	\$7.75	\$54.25	
Cardinal Flower	Lobelia cardinalis	3" pot	9	\$7.75	\$69.75	
Blue Lobelia	Lobelia siphilitica	3" pot	7	\$7.00	\$49.00	
Foxglove Beardtongue	Penstemon digitalis	3" pot	12	\$7.00	\$84.00	
Christmas Fern	Polystichum acrostichoides	3" pot	6	\$8.50	\$51.00	Heartleaf Foamflower (Tiarella cordifolia)
Sweet Everlasting	Pseudognaphalium obtusifolium	3" pot	8	\$7.75	\$62.00	Pearly Everlasting (Anaphalis margaritacea)
Orange Coneflower	Rudbeckia fulgida	3" pot	8	\$7.00	\$56.00	
Wild Petunia	Ruellia humilis	3" pot	5	\$7.75	\$38.75	
Little Bluestem	Schizachyrium scoparium	3" pot	9	\$7.00	\$63.00	
Wild Senna	Senna hebecarpa	3" pot	5	\$7.75	\$38.75	
Bluestemmed Goldenrod	Solidago caesia	3" pot	9	\$7.75	\$69.75	
Showy Goldenrod	Solidago speciosa	3" pot	7	\$7.00	\$49.00	
Indian Grass	Sorghastrum nutans	3" pot	6	\$7.00	\$42.00	
Prairie Dropseed	Sporobolus heterolepis	3" pot	12	\$7.75	\$93.00	
New England Aster	Symphotrichum novae-angliae	3" pot	3	\$7.00	\$21.00	
Aromatic Aster	Symphotrichum oblongifolium	3" pot	4	\$7.00	\$28.00	
Ohio Spiderwort	Tradescantia ohiensis	3" pot	6	\$7.00	\$42.00	
Subtotal			216		\$1,678.00	
Discounts					0	
New Subtotal					\$1,678.00	
Tax					\$100.68	
Total					\$1,778.68	

Michiganense Natives						
Common name	Species	Size	Quantity	Unit Price	Species subtotal	
Spikenard	Aralia racemosa	1 Gal pot	3	\$8.00	\$24.00	
Butterfly Milkweed	Asclepias tuberosa	8+" deep plug	5	\$5.00	\$25.00	
American Bellflower	Campanulastrum americanum	8+" deep plug	10	\$5.00	\$50.00	
Gray's Sedge	Carex grayii	8+" deep plug	17	\$5.00	\$85.00	
Palm Sedge	Carex muskingumensis	8+" deep plug	14	\$5.00	\$70.00	
Lance-leaf Coreopsis	Coreopsis lanceolata	8+" deep plug	7	\$5.00	\$35.00	
Rattlesnake Master	Eryngium yuccifolium	8+" deep plug	6	\$5.00	\$30.00	
Big-leaved Aster	Eurybia macrophylla	8+" deep plug	11	\$5.00	\$55.00	
Joe Pye Weed	Eutrochium maculatum	8+" deep plug	3	\$5.00	\$15.00	
Wild Geranium	Geranium maculatum	8+" deep plug	7	\$5.00	\$35.00	
Prairie Smoke	Geum triflorum	8+" deep plug	7	\$8.00	\$56.00	
Shrubby St. John's Wort	Hypericum prolificum	1 Gal pot	3	\$13.00	\$39.00	
Dense Blazing Star	Liatris spicata	8+" deep plug	7	\$5.00	\$35.00	
Cardinal Flower	Lobelia cardinalis	8+" deep plug	9	\$5.00	\$45.00	
Blue Lobelia	Lobelia siphilitica	8+" deep plug	7	\$5.00	\$35.00	
Foxglove Beardtongue	Penstemon digitalis	8+" deep plug	12	\$5.00	\$60.00	
Christmas Fern	Polystichum acrostichoides	1 Gal pot	6	\$13.00	\$78.00	
Sweet Everlasting	Pseudognaphalium obtusifolium	8+" deep plug	8	\$5.00	\$40.00	
Orange Coneflower	Rudbeckia fulgida	8+" deep plug	8	\$5.00	\$40.00	
Wild Petunia	Ruellia humilis	8+" deep plug	5	\$5.00	\$25.00	
Little Bluestem	Schizachyrium scoparium	8+" deep plug	9	\$5.00	\$45.00	
Wild Senna	Senna hebecarpa	8+" deep plug	5	\$5.00	\$25.00	
Bluestemmed Goldenrod	Solidago caesia	8+" deep plug	9	\$5.00	\$45.00	
Showy Goldenrod	Solidago speciosa	8+" deep plug	7	\$5.00	\$35.00	
Indian Grass	Sorghastrum nutans	8+" deep plug	6	\$5.00	\$30.00	
Prairie Dropseed	Sporobolus heterolepis	8+" deep plug	12	\$5.00	\$60.00	
New England Aster	Symphyotrichum novae-angliae	8+" deep plug	3	\$5.00	\$15.00	
Aromatic Aster	Symphyotrichum oblongifolium	8+" deep plug	4	\$5.00	\$20.00	
Ohio Spiderwort	Tradescantia ohiensis	8+" deep plug	6	\$5.00	\$30.00	
Subtotal			216		\$1,182.00	
Discounts					10.00%	
New Subtotal					\$1,063.80	
Tax					\$63.83	
Total					\$1,127.63	

Feral Flora

Common name	Species	Size	Quantity	Unit Price	Subtotal	Substitutions
Spikenard	Aralia racemosa	Quart	3	\$13.00	\$39.00	
Butterfly Milkweed	Asclepias tuberosa	3" pot	5	\$6.50	\$32.50	
American Bellflower	Campanulastrum americanum	3" pot	10	\$6.50	\$65.00	Woodland Sunflower (Helianthus divaricatus)
Gray's Sedge	Carex grayii	3" pot	17	\$7.50	\$127.50	Ivory Sedge (Carex eburnea)
Palm Sedge	Carex muskingumensis	3" pot	14	\$5.50	\$77.00	
Lance-leaf Coreopsis	Coreopsis lanceolata	3" pot	7	\$5.50	\$38.50	
Rattlesnake Master	Eryngium yuccifolium	3" pot	6	\$5.50	\$33.00	
Big-leaved Aster	Eurybia macrophylla	3" pot	11	\$5.50	\$60.50	
Joe Pye Weed	Eutrochium maculatum	3" pot	3	\$5.50	\$16.50	
Wild Geranium	Geranium maculatum	3" pot	7	\$7.50	\$52.50	
Prairie Smoke	Geum triflorum	3" pot	7	\$7.50	\$52.50	
Shrubby St. John's Wort	Hypericum prolificum	1 Gal pot	3	\$22.00	\$66.00	
Dense Blazing Star	Liatris spicata	3" pot	7	\$5.50	\$38.50	
Cardinal Flower	Lobelia cardinalis	3" pot	9	\$6.50	\$58.50	
Blue Lobelia	Lobelia siphilitica	3" pot	7	\$5.50	\$38.50	
Foxglove Beardtongue	Penstemon digitalis	3" pot	12	\$5.50	\$66.00	
Christmas Fern	Polystichum acrostichoides	3" pot	6	\$7.50	\$45.00	Foam Flower (Tiarella cordifolia)
Sweet Everlasting	Pseudognaphalium obtusifolium	3" pot	8	\$5.50	\$44.00	Pearly Everlasting (Anaphalis margaritacea)
Orange Coneflower	Rudbeckia fulgida	3" pot	8	\$5.50	\$44.00	
Wild Petunia	Ruellia humilis	3" pot	5	\$6.50	\$32.50	Blue-eyed Grass (Sisyrinchium angustifolium)
Little Bluestem	Schizachyrium scoparium	3" pot	9	\$5.50	\$49.50	Side-oats Grama (Bouteloua curtipendula)
Wild Senna	Senna hebecarpa	3" pot	5	\$5.50	\$27.50	
Bluestemmed Goldenrod	Solidago caesia	3" pot	9	\$5.50	\$49.50	
Showy Goldenrod	Solidago speciosa	3" pot	7	\$5.50	\$38.50	
Indian Grass	Sorghastrum nutans	3" pot	6	\$5.50	\$33.00	
Prairie Dropseed	Sporobolus heterolepis	3" pot	12	\$6.50	\$78.00	
New England Aster	Symphotrichum novae-angliae	3" pot	3	\$5.50	\$16.50	
Aromatic Aster	Symphotrichum oblongifolium	3" pot	4	\$5.50	\$22.00	
Ohio Spiderwort	Tradescantia ohiensis	3" pot	6	\$5.50	\$33.00	
Subtotal			216		\$1,375.00	
Discounts					0	
New Subtotal					\$1,375.00	
Tax					\$82.50	
Total					\$1,457.50	



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 (248) 557 - 2600
www.lathrupvillage.org

To: DDA Board of Directors

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

Date: March 20, 2026

RE: DDA Cost Share Agreement FY26-31

Overview

Staff is presenting a proposed Cost Share Agreement between the Downtown Development Authority (DDA) and the City of Lathrup Village for the period of July 1, 2026 through June 30, 2031. This agreement replaces the current agreement adopted for the 2021–2026 term.

The purpose of the agreement is to define the allocation of shared costs, services, and staffing responsibilities between the DDA and the City as they relate to downtown operations, economic development, and public infrastructure.

Summary of Key Changes

The proposed agreement largely maintains the existing structure of shared services and responsibilities, with updates reflecting current operational needs and costs.

Notable changes include:

- **Significant increase in I-696 Service Drive maintenance costs**, now including mowing and snow removal responsibilities.
- **Increase in planning consultant budget** to reflect expanded planning and development activity.
- **Adjustment to staffing allocations**, including the DDA assuming 100% of the DDA & Special Projects Manager position.
- **Increased liability insurance and technology costs** to reflect current market rates.

Cost Comparison: 2021–2026 vs. 2026–2031

Below is a comparison of the annual costs included in both agreements:

Category	2021–2026	2026–2031	\$ Change	% Change
I-696 Maintenance	\$5,000	\$50,000	\$45,000	900%
Streetscaping	\$10,000	\$10,000	\$0	0%
Technology/Software	\$2,700	\$3,000	\$300	11%
Planning Consultant	\$15,300	\$20,000	\$4,700	31%
Liability Insurance	\$4,657	\$6,000	\$1,343	29%

Recommended Action

The DDA Board is asked to review the proposed Cost Share Agreement and provide direction to staff.

A suggested motion is as follows:

“I move to approve the FY2026–2031 Cost Share Agreement between the DDA and the City of Lathrup Village.”

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 _____ day of _____, 2026

SIGNED BY CITY this _____ day of _____, 2026

City of Lathrup Village

Lathrup Village Downtown Development Authority

BY: _____
Bruce Kantor – Mayor

BY: _____
Austin Colson – DDA Director

BY: _____
Mike Greene – City Administrator

BY: _____
Alisa Emmanuel – City Clerk



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To: DDA Board of Directors
 From: Austin Colson, Director – Community & Economic Development/DDA Director
 Date: March 20, 2026
 RE: Proposed FY27 DDA Budget

Background

The proposed FY27 Downtown Development Authority (DDA) Budget has been developed to support the continued implementation of the DDA's strategic priorities, including economic development, placemaking, infrastructure investment, and business support initiatives.

This budget reflects anticipated revenues and expenditures based on current taxable values, ongoing projects, and programmatic commitments. It is designed to maintain fiscal responsibility while advancing key initiatives within the DDA district.

Key Highlights of the Budget

Revenues:

- Total projected revenues are estimated at \$533,500, reflecting updated taxable values and TIF capture projections.
- Tax Increment Financing (TIF) revenues remain the primary funding source, projected at \$422,500.
- Additional revenues may include reimbursements, sponsorships, and program-related income where applicable.

Expenditures:

- **Personnel (Salaries & Wages):** Adjusted to reflect the conversion of the Part-Time Projects Coordinator position to a Full-Time role, strengthening the DDA's capacity to implement priority projects, manage day-to-day operations, and advance economic development initiatives within the district.
- **Capital Improvements:** Continued investment in priority infrastructure projects, including but not limited to:
 - Alleyway enhancements and maintenance
 - Streetscape improvements
 - Public space upgrades

- **Streetscaping & Placemaking:** Funding allocated for seasonal plantings, banners, holiday décor, and beautification efforts that enhance the district’s identity and walkability.
- **Business Development Programs:**
 - Façade Improvement Grant Program: \$10,000
 - Signage Grant Program: \$20,000
 - These programs remain critical tools to support reinvestment and attract new businesses.
- **Events & Promotions:** Continued support for community-driven events such as the Lathrup Village Music Festival and other activations that drive foot traffic and community engagement.
- **Repairs & Maintenance:** Ongoing maintenance of DDA-owned or supported infrastructure, with adjustments based on prior capital investments and completed projects.

Action Requested

The DDA Board is requested to review and approve the FY27 Budget. This budget maintains a balance between business development, infrastructure improvements, and financial sustainability while continuing to support key DDA initiatives.

Suggested Motion: *"I move to approve the FY27 Downtown Development Authority budget as presented."*

LATHRUP VILLAGE DDA FY27 BUDGET

REVENUES	BUDGET FY26	NOTES	RECOMMENDED BUDGET FY27	INCREASE (DECREASE)	NOTES
TIFA-CAPTURE TAXES	422,500		422,500	-	
TAX COLLECTED OTHER	38,000		38,000	-	
MISC. REVENUES	23,000		4,000	(19,000)	reclass Music Fest ; add OC Month End
INVESTMENT INTEREST	40,000		40,000	-	
MUSIC FESTIVAL REVENUE	10,000		29,000	19,000	
FEDERAL/STATE GRANTS	-		-	-	
Total Revenues	533,500		533,500	-	
EXPENDITURES	BUDGET FY26	NOTES	RECOMMENDED BUDGET FY27	INCREASE (DECREASE)	NOTES
SALARIES & WAGES	130,000		175,880	45,880	
<i>Code Enforcement (45%)</i>		27,540			
<i>DDA Director (90%)</i>		73,440			
<i>DDA Project Coordinator (100%)</i>		52,000			Changing the PT Special Projects Coordinator position
<i>City Administrator (10%)</i>		11,800			
<i>Finance Director (10%)</i>		11,100			
PART TIME SEASONAL CREW	30,100		-	(30,100)	Changing the PT Special Projects Coordinator position to a FT role
EMPLOYEE TAXES & BENEFITS	40,000		57,000	17,000	Changing the PT Special Projects Coordinator position to a FT role + Increased Insurance Costs
LEGAL SERVICES	900		900	-	
OFFICE SUPPLIES	3,500		3,500	-	
<i>Adobe Subscription</i>		400			
<i>Misc. Technology</i>		1,000			
<i>Cell Phone</i>		800			
<i>Misc. Office Supplies</i>		500			
TAX TRIBUNAL RETURNS	-		-	-	
AUDITING & ACCOUNTING	2,500		1,000	(1,500)	Allocation Adjustment
TRAINING/MEMBERSHIP	4,000		3,000	(1,000)	Not renewing membership to Michigan Association of
MAIN STREET PROGRAM	12,500		12,500	-	
<i>Corridor Cleanup</i>		500			
<i>Juneteenth</i>		2,000			
<i>Branding/Swag</i>		2,000			
<i>Tri-City Partnership/Business Mini-Grant</i>		4,500			
STREETSCAPING	20,500		19,500	(1,000)	
<i>Plant Materials</i>		5,000			
<i>Banners</i>		2,500			
<i>Holiday Decorations</i>		12,000			
MUSIC FESTIVAL EXPEN	10,000		10,000	-	DDA contribution to the Music Festival
PLANNING/CONSULTING FEES	15,300		20,000	4,700	Planner Fees are covered under Cost Share
PRINTING/PUBLICATION COSTS	2,000		2,000	-	
POSTAGE FEES	250		250	-	
CAPITAL IMPROVEMENTS	98,900		26,000	(72,900)	Decrease from the prior year as Capital Improvements (alley projects and HAWK signals) has been completed.
REPAIRS & MAINTENANCE	64,500		64,500	-	
<i>Streetlight/DTE</i>		12,500			
<i>Paradise Gardens Landscape Maintenance</i>		52,000			
MISCELLANEOUS EXPENDITURES	24,000		24,000	-	
<i>Liability Insurance</i>		5,000			
<i>Flock Safety Cameras</i>		15,000			
<i>LVTV - DDA Meetings</i>		3,300			
<i>Misc. Expense</i>		500			
DEPRECIATION INFRASTRUCTURE	40,000		40,000	-	
SIGN GRANT PROGRAM	10,000		10,000	-	
FAÇADE GRANT PROGRAM	20,000		20,000	-	
TOTAL EXPENDITURES	528,950		490,030	(38,920)	
NET			43,470		



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MARCH 2026 DDA DIRECTOR REPORT

To: LVDDA Board of Directors
From: Austin Colson, CED/DDA Director
Date: March 13, 2026
RE: Department/Director Report

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

Upcoming DDA Events

- **2026 Comprehensive Plan Update – Economic Development Discussion** – Tuesday, April 21, 2026, 7:00 PM, Lathrup Village City Hall
 - Hosted by the Lathrup Village Planning Commission – The session is open to residents and stakeholders to share input on strategies for supporting local businesses, strengthening the commercial corridor, and guiding future economic growth. An online survey is also made available to gather community feedback to help shape the City’s long-term economic development goals.
- **41st Annual Oakland County Economic Outlook Luncheon** – Wednesday, April 22, 2026
 - Hosted by Oakland County – Annual luncheon featuring economists from the University of Michigan presenting a comprehensive outlook on regional, national, and international economic trends impacting Oakland County. The event brings together business leaders, government officials, and community stakeholders to discuss key challenges, investment opportunities, and strategies for navigating a competitive economic landscape while fostering continued growth in the local economy.
- **2026 Comprehensive Plan Update – Transportation Discussion** – Tuesday, May 19, 2026, 7:00 PM, Lathrup Village City Hall
 - Hosted by the Lathrup Village Planning Commission –Residents, business owners, and property owners are invited to participate in the discussion and provide feedback on Parks and Recreation priorities.
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- **Fraud Awareness Workshop** – Wednesday, April 29, 2026, 10:00 AM–12:00 PM, Lathrup Village City Hall (27400 Southfield Rd., Lathrup Village, MI 48076)
 - Hosted in partnership with Chase Bank, the Lathrup Village Police Department, and the Downtown Development Authority (DDA) – Community workshop focused on helping residents recognize common scams, protect their identity, and secure financial accounts. The session will provide practical fraud prevention tips and highlight resources available to help individuals and families stay safe from increasingly common financial scams. The event is free to attend and open to the public, with registration encouraged.
- **International Placemaking Week** – June 24-26 (Detroit: Venue TBD)
 - Hosted by Project for Public Spaces in partnership with the Downtown Detroit Partnership. Detroit has been selected as the host city for the 5th International Placemaking Week. This global gathering brings together placemakers, community leaders, planners, and practitioners from around the world to share strategies and best practices for creating vibrant, people-centered public spaces. The three-day event will feature plenary sessions, breakout discussions, mobile workshops, networking receptions, and site visits to public spaces throughout Downtown Detroit and across the city. The event further highlights Detroit as a national leader in creative placemaking and community-driven redevelopment.

Past DDA Events

- ***The Magic of Customer Service – With a Twist!*** – Tuesday, February 24th 10–11:30 AM (Southfield Public Library Auditorium, 26300 Evergreen Road, Southfield)
 - The Tri-Cities Business Support Team will host an engaging customer service workshop featuring Anthony Grupido, blending magic, humor, and practical insight to reimagine how businesses approach customer service. Participants will learn strategies to turn everyday interactions into positive service moments, strengthen customer engagement through a resilient mindset, and use unexpected experiences to create lasting impressions.

Business/Property Updates

- **28919 Southfield Road (Dairy Fairies)** – The applicant received site plan approval from the Planning Commission at its February 17th meeting for a change of use, contingent upon obtaining a variance from the Zoning Board of Appeals (ZBA) related to the off-street parking requirements established in the Zoning Ordinance. The ZBA subsequently approved the requested parking variance at its February 23rd meeting, allowing the project to proceed.
- **27700 Southfield Road (Former School Building)** – The applicant, who had been awaiting a financing decision from MSHDA, requested a twelve (12) month extension of the site plan approval originally granted on April 15, 2025. The Planning Commission recommended approval of the extension at its February meeting, and City Council subsequently approved the request at its February 23rd meeting, granting the applicant a 12-month extension of the site plan approval.

Infrastructure

- **Capital Improvement Plan (CIP):** The FY26-31 CIP was presented to the Planning Commission at its February 17th meeting. During the Commission’s March 17th meeting a motion was made to approve the CIP plan as presented, and recommend the plan to City Council for final approval.
 - **Monument Welcome Signs:** The DDA has requested inclusion of a project in the City’s Capital Improvement Plan for the installation of two (2) new monument welcome signs along Southfield Road to enhance corridor identity and strengthen visual entry points into the district’s north and south gateways.
 - **Wayfinding Signage:** The DDA has also requested inclusion of a wayfinding signage project to direct visitors to free public parking located in the northeast section of the DDA district along Southfield Road, improving accessibility and awareness of available parking resources.



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

Miscellaneous

- **Recast Leaders Program:** DDA staff continue to make strides in the Recast Leaders program, a 10-month technical assistance initiative administered by *Recast City* in partnership with the *Michigan Municipal League*.
 - Since the kickoff meeting, staff have worked with the consultant team and fellow cohort communities to begin defining the goals and outcomes for Lathrup Village’s participation in the program. Initial work has focused on identifying how this effort can strengthen the City’s commercial corridor, support small-scale production and maker spaces, and expand opportunities for local entrepreneurs and small businesses. Staff also began outlining the target area for the initiative and identifying the community stakeholders who should benefit most from the work.
 - In preparation for the next cohort meeting, staff are currently working through the next phase of the program’s strategic framework, which includes identifying the key economic development challenges affecting the corridor, evaluating barriers facing small businesses and historically underserved entrepreneurs, and outlining how the program’s work can produce more equitable economic outcomes. This exercise is also helping staff refine the City’s long-term vision for supporting small business growth, activating vacant storefronts, and strengthening the local entrepreneurial ecosystem within the business district.