DDA Board of Directors Agenda

Friday, March 18, 2022 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
   A. DDA Minutes 2022 01 21
4. **Financial Review**
   A. Financial Reports - January & February 2022
5. **Committee Reports**
   A. CED Director Report - February
   B. CED Report - March
   C. Code Enforcement Report- February
6. **Other Business**
7. **Old Business**
8. **New Business**
   A. 2022 DDA Alley & Approach Recommendation
   B. Introduction - Jamar Bray (Business Forward Consultant)
9. **Public Comment** (speakers are limited to 3 minutes)
10. **Adjourn**

LATHRUP VILLAGE
Downtown Development Authority

DDA Board of Directors Meeting DRAFT Minutes

Friday, January 21, 2022 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order & Roll Call**

   12: 07 pm by Chairman Sugg.

   Present: Bobbi Lovins, Bryan Ford, Fred Prime, Pam Shermeyer, Dan Sugg

   Absent: Shyla Beltur, Mayor Kelly Garrett, Mark Watts

   Others: Pam Bratschi, Susie Stec

   Motion to excuse S. Beltur, Mayor Garrett, & M. Watts by B. Lovins; second by P. Shermeyer. All in favor.

2. **Approval of Agenda**

   Motion to approve agenda by P. Shermeyer; second by B. Lovins. All in favor.

3. **Approval of Minutes**

   Motion to approve Nov. 19, 2021 by F. Prime; second by B. Ford. All in favor.

4. **Financial Review**

   Motion to receive & File November & December 2021 Financial Reports by P. Shermeyer; second by B. Lovins. All in favor.

5. **Committee Reports**

   Stec provided an overview.

6. **Other Business - none**

7. **Old Business -none**

8. **New Business**

   A. 2021 LVDDA Annual Report

   Motion to accept and forward to City Council by B. Lovins; second by F.Prime. All in favor.

B. 2022 DDA Alley & Approach Recommendation

Stec provided an overview and answered questions. Board asked for a more aggressive timeline and budget that would coincide with planned city-wide infrastructure work.

Motion to postpone decision to February 18th meeting by B. Lovins; second by B. Ford. All in favor.

C. Geotechnical Pavement Investigation

Stec provided an overview and answered questions.

Motion to accept the geotechnical quote and authorize DDA Director expend funds not to exceed $6,100 by P. Shermeyer; second by B. Ford. All in favor.

D. Budget Amendments - FY 21/22

Stec provided an overview of amendments.

Motion to adopt budget amendments as presented by F. Prime; second by B. Lovins. All in favor.

9. Public Comment - none

10. Adjourn at 1:11 pm.

LATHRUP VILLAGE
Downtown Development Authority

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

MEMORANDUM

To: Susie Stec, Interim City Administrator/DDA Director
From: Pam Bratschi, Interim City Administrator/Treasurer
Date: March 16, 2022
RE: Financial Reports

Attached you will find the Financial Reports for the month of December 2021 which also includes the November 2021 figures.
Not much has changed since last month. I would like to draw your attention to:

1. Miscellaneous Revenue includes PPT Reimbursement - LCSA
2. Will be looking at the Employee Taxes and Benefits account to see why it so high. It maybe from Cori's payouts when she left.
3. Next month hope to have the Tax revenue for you.
   DDA Budget is still in good shape. Will look better once the revenue is posted for taxes.

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 01/31/2021	PERIOD ENDED 01/31/2022
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	991,883.57	1,360,957.82
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	0.00	25,491.00
494-000.000-040.000	ACCOUNTS RECEIVABLE-OTHERS	0.00	16,461.73
494-000.000-042.000	ACCOUNTS RECEIVABLE-SPEC ASSES	12,600.00	0.00
494-000.000-084.101	DUE FROM GENERAL FUND	191,158.22	71,637.58
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(138,244.22)	(169,584.22)
Total Assets		**1,442,930.51**	**1,690,496.85**
*** Liabilities ***			
494-000.000-202.000	ACCOUNTS PAYABLE	(750.00)	0.00
494-000.000-214.101	DUE TO GENERAL FUND	0.00	236,981.02
494-000.000-257.000	ACCRUED WAGES PAYABLE	0.00	1,095.92
Total Liabilities		**(750.00)**	**238,076.94**
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,518,412.77	1,611,211.99
Total Fund Balance		**1,518,412.77**	**1,611,211.99**
Beginning Fund Balance		**1,518,412.77**	**1,611,211.99**
Net of Revenues VS Expenditures		**(74,732.26)**	**(158,792.08)**
Ending Fund Balance		**1,443,680.51**	**1,452,419.91**
Total Liabilities And Fund Balance		**1,442,930.51**	**1,690,496.85**

Item 4A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
124240	01/31/2022	INTEREST POSTING JANUARY	15229	Multiple	288.91	
		Journal Totals			288.91	0.00
Totals for 494-000.000-010.000					288.91	0.00

Balance 01/01/22: 1,360,668.91
Net Change: 288.91
Balance 01/31/22: 1,360,957.82

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
123316	01/14/2022	SOUTHFIELD AREA CHAMBER OF COMM	1818	494-000.000-822.000		285.00
123360	01/14/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	125089	494-000.000-882.000		1,575.00
123361	01/14/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	125006	Multiple		302.82
123366	01/14/2022	VANTAGEPOINTE TRANSFER 803046Vn	01122022	Multiple		98.76
123368	01/14/2022	BLUE CARE NETWORKVnd: BLUECARE	220070000139	Multiple		570.70
123570	01/27/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	125119	494-000.000-882.000		725.00
123573	01/27/2022	MICHIGAN ASSOC. OF PLANNINGVnd:	36346	494-000.000-900.000		75.00
123576	01/27/2022	FEDEX OFFICEVnd: FEDEXK Invoice	048010000033	494-000.000-901.000		84.56
123584	01/27/2022	STANDARD INSURANCE COMPANYVnd:	JANUARY	Multiple		60.97
123591	01/27/2022	CARDMEMBER SERVICEVnd: CARDMEME	JANUARY	Multiple		109.89
123593	01/27/2022	CARDMEMBER SERVICEVnd: CARDMEME	DECEMBER 2021	Multiple		1,128.53
123602	01/27/2022	VANTAGEPOINTE TRANSFER 803046Vn	01262022	Multiple		98.76
123672	01/31/2022	BEAUTY HUNTERS LLCVnd: BEAUTY	494-971	494-000.000-971.000		2,000.00
		Journal Totals			0.00	7,114.99
Journal CD: CD						
123376	01/14/2022	Check: NBDC 46159	46159	Multiple	570.70	
123389	01/14/2022	Check: NBDC 46172	46172	Multiple	1,877.82	
123409	01/14/2022	Check: NBDC 46192	46192	Multiple	285.00	
123413	01/14/2022	Check: NBDC 46196	46196	Multiple	98.76	
123624	01/27/2022	Check: NBDC 46212	46212	Multiple	1,238.42	
123629	01/27/2022	Check: NBDC 46217	46217	Multiple	84.56	
123630	01/27/2022	Check: NBDC 46218	46218	Multiple	725.00	
123639	01/27/2022	Check: NBDC 46227	46227	Multiple	75.00	
123648	01/27/2022	Check: NBDC 46236	46236	Multiple	60.97	
123650	01/27/2022	Check: NBDC 46238	46238	Multiple	98.76	
123673	01/31/2022	Check: NBDC 46243	46243	Multiple	2,000.00	
		Journal Totals			7,114.99	0.00
Totals for 494-000.000-202.000					7,114.99	7,114.99

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

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
123376	01/14/2022	Check: NBDC 46159	46159	Multiple		570.70
123389	01/14/2022	Check: NBDC 46172	46172	Multiple		1,877.82
123409	01/14/2022	Check: NBDC 46192	46192	Multiple		285.00
123413	01/14/2022	Check: NBDC 46196	46196	Multiple		98.76
123624	01/27/2022	Check: NBDC 46212	46212	Multiple		1,238.42
123629	01/27/2022	Check: NBDC 46217	46217	Multiple		84.56
123630	01/27/2022	Check: NBDC 46218	46218	Multiple		725.00
123639	01/27/2022	Check: NBDC 46227	46227	Multiple		75.00
123648	01/27/2022	Check: NBDC 46236	46236	Multiple		60.97
123650	01/27/2022	Check: NBDC 46238	46238	Multiple		98.76
123673	01/31/2022	Check: NBDC 46243	46243	Multiple		2,000.00
		Journal Totals			0.00	7,114.99
Journal PR: Payroll						
123997	01/15/2022	PAYROLL - SEE PAYROLL REPORT	15173	Multiple		8,105.48
123998	01/31/2022	PAYROLL - SEE PAYROLL REPORT	15174	Multiple		10,374.83
124046	01/31/2022	CITY AMOUNT FOR ICMA	15197	Multiple		236.23
124047	01/31/2022	MERS POSTING - NEW HIRES AFTER	15198	Multiple		613.66
124049	01/31/2022	MERS POSTING	15200	Multiple		968.80
		Journal Totals			0.00	20,299.00
Totals for 494-000.000-214.101					0.00	27,413.99

Balance 01/01/22: 209,567.03
Net Change: 27,413.99
Balance 01/31/22: 236,981.02

494-000.000-446.000 INVESTMENT INTEREST

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
124240	01/31/2022	INTEREST POSTING JANUARY	15229	Multiple		288.91
		Journal Totals			0.00	288.91
Totals for 494-000.000-446.000					0.00	288.91
		Balance 01/01/22:		1,713.57		
		Net Change:		288.91		
		Balance 01/31/22:		2,002.48		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
123997	01/15/2022	PAYROLL - SEE PAYROLL REPORT	15173	Multiple	7,582.62	
123998	01/31/2022	PAYROLL - SEE PAYROLL REPORT	15174	Multiple	9,690.70	
		Journal Totals			17,273.32	0.00
Totals for 494-000.000-701.000					17,273.32	0.00
		Balance 01/01/22:		79,075.55		
		Net Change:		17,273.32		
		Balance 01/31/22:		96,348.87		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
123366	01/14/2022	VANTAGEPOINTE TRANSFER 803046EM	01122022	Multiple	98.76	
123368	01/14/2022	BLUE CARE NETWORKEMPLOYEE TAXES	220070000139	Multiple	570.70	
123584	01/27/2022	STANDARD INSURANCE COMPANYEMPLC	JANUARY	Multiple	60.97	
123602	01/27/2022	VANTAGEPOINTE TRANSFER 803046EM	01262022	Multiple	98.76	
		Journal Totals			829.19	0.00
Journal PR: Payroll						
123997	01/15/2022	PAYROLL - SEE PAYROLL REPORT	15173	Multiple	522.86	
123998	01/31/2022	PAYROLL - SEE PAYROLL REPORT	15174	Multiple	684.13	
124046	01/31/2022	CITY AMOUNT FOR ICMA	15197	Multiple	236.23	
124047	01/31/2022	MERS POSTING - NEW HIRES AFTER	15198	Multiple	613.66	
124049	01/31/2022	MERS POSTING	15200	Multiple	968.80	
		Journal Totals			3,025.68	0.00
Totals for 494-000.000-703.000					3,854.87	0.00
		Balance 01/01/22:		28,345.92		
		Net Change:		3,854.87		
		Balance 01/31/22:		32,200.79		
494-000.000-726.000 OFFICE SUPPLIES						
Journal AP: AP						
123593	01/27/2022	CARDMEMBER SERVICEOFFICE SUPPLI	DECEMBER 2021	Multiple	15.89	
123593	01/27/2022	CARDMEMBER SERVICEOFFICE SUPPLI	DECEMBER 2021	Multiple	15.89	
		Journal Totals			31.78	0.00
Totals for 494-000.000-726.000					31.78	0.00
		Balance 01/01/22:		167.66		
		Net Change:		31.78		
		Balance 01/31/22:		199.44		
494-000.000-822.000 TRAINING/MEMBERSHIP						
Journal AP: AP						
123316	01/14/2022	SOUTHFIELD AREA CHAMBER OF COMM	1818	494-000.000-202.000	285.00	
		Journal Totals			285.00	0.00
Totals for 494-000.000-822.000					285.00	0.00
		Balance 01/01/22:		54.29		
		Net Change:		285.00		
		Balance 01/31/22:		339.29		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
123591	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	JANUARY	Multiple	11.56	
123591	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	JANUARY	Multiple	19.95	
123593	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	DECEMBER 2021	Multiple	25.00	
123593	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	DECEMBER 2021	Multiple	185.34	

Item 4A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
123593	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	DECEMBER 2021	Multiple	5.00	
123593	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	DECEMBER 2021	Multiple	25.00	
123593	01/27/2022	CARDMEMBER SERVICEMAIN STREET F	DECEMBER 2021	Multiple	856.41	
		Journal Totals			1,128.26	0.00
Totals for 494-000.000-844.000					1,128.26	0.00
		Balance 01/01/22:		5,183.09		
		Net Change:		1,128.26		
		Balance 01/31/22:		6,311.35		
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
123360	01/14/2022	GIFFELS-WEBSTER ENG INCPLANNING	125089	494-000.000-202.000	1,575.00	
123361	01/14/2022	GIFFELS-WEBSTER ENG INCPLANNING	125006	Multiple	302.82	
123570	01/27/2022	GIFFELS-WEBSTER ENG INCPLANNING	125119	494-000.000-202.000	725.00	
		Journal Totals			2,602.82	0.00
Totals for 494-000.000-882.000					2,602.82	0.00
		Balance 01/01/22:		29,207.51		
		Net Change:		2,602.82		
		Balance 01/31/22:		31,810.33		
494-000.000-900.000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						
123573	01/27/2022	MICHIGAN ASSOC. OF PLANNINGPRIN	36346	494-000.000-202.000	75.00	
		Journal Totals			75.00	0.00
Totals for 494-000.000-900.000					75.00	0.00
		Balance 01/01/22:		2,069.71		
		Net Change:		75.00		
		Balance 01/31/22:		2,144.71		
494-000.000-901.000 POSTAGE FEES						
Journal AP: AP						
123576	01/27/2022	FEDEX OFFICEPOSTAGE FEES	048010000033	494-000.000-202.000	84.56	
		Journal Totals			84.56	0.00
Totals for 494-000.000-901.000					84.56	0.00
		Balance 01/01/22:		50.00		
		Net Change:		84.56		
		Balance 01/31/22:		134.56		
494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal AP: AP						
123591	01/27/2022	CARDMEMBER SERVICEMISCELLANEOUS	JANUARY	Multiple	78.38	
		Journal Totals			78.38	0.00
Totals for 494-000.000-955.000					78.38	0.00
		Balance 01/01/22:		389.72		
		Net Change:		78.38		
		Balance 01/31/22:		468.10		
494-000.000-971.000 SIGN GRANT PROGRAM						
Journal AP: AP						
123672	01/31/2022	BEAUTY HUNTERS LLCSIGN GRANT PR	494-971	494-000.000-202.000	2,000.00	
		Journal Totals			2,000.00	0.00
Totals for 494-000.000-971.000					2,000.00	0.00
		Balance 01/01/22:		2,000.00		
		Net Change:		2,000.00		
		Balance 01/31/22:		4,000.00		

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 01/31/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	305,000.00	305,000.00	51,173.73	0.00	253,826.27	16.78
494-000.000-410.000	TAX COLLECTED OTHER	24,643.00	24,643.00	4,712.59	0.00	19,930.41	19.12
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	21,176.72	0.00	(15,176.72)	352.95
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	2,002.48	288.91	7,997.52	20.02
Total Dept 000.000		347,443.00	347,443.00	79,065.52	288.91	268,377.48	22.76
TOTAL REVENUES		347,443.00	347,443.00	79,065.52	288.91	268,377.48	22.76
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	116,174.00	116,174.00	96,348.87	17,273.32	19,825.13	82.93
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	3,602.55	0.00	1,397.45	72.05
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	32,200.79	3,854.87	1,799.21	94.71
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	1,480.00	1,480.00	199.44	31.78	1,280.56	13.48
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	13,791.37	0.00	(11,791.37)	689.57
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	4,500.00	4,500.00	339.29	285.00	4,160.71	7.54
494-000.000-844.000	MAIN STREET PROGRAM	16,500.00	16,500.00	6,311.35	1,128.26	10,188.65	38.25
494-000.000-845.000	STREETSCAPING	24,000.00	24,000.00	23,140.43	0.00	859.57	96.42
494-000.000-882.000	PLANNING/CONSULTING FEES	42,100.00	42,100.00	31,810.33	2,602.82	10,289.67	75.56
494-000.000-900.000	PRINTING/PUBLICATION COSTS	1,500.00	1,500.00	2,144.71	75.00	(644.71)	142.98
494-000.000-901.000	POSTAGE FEES	200.00	200.00	134.56	84.56	65.44	67.28
494-000.000-933.000	REPAIRS & MAINTENANCE	19,500.00	19,500.00	13,425.81	0.00	6,074.19	68.85
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	6,100.00	6,100.00	468.10	78.38	5,631.90	7.67
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	4,000.00	2,000.00	6,000.00	40.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	9,140.00	0.00	10,860.00	45.70
Total Dept 000.000		304,754.00	304,754.00	237,857.60	27,413.99	66,896.40	78.05
TOTAL EXPENDITURES		304,754.00	304,754.00	237,857.60	27,413.99	66,896.40	78.05
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		347,443.00	347,443.00	79,065.52	288.91	268,377.48	22.76
TOTAL EXPENDITURES		304,754.00	304,754.00	237,857.60	27,413.99	66,896.40	78.05
NET OF REVENUES & EXPENDITURES		42,689.00	42,689.00	(158,792.08)	(27,125.08)	201,481.08	371.97

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 02/28/2021	PERIOD ENDED 02/28/2022
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	992,073.79	1,360,957.82
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	0.00	25,491.00
494-000.000-040.000	ACCOUNTS RECEIVABLE-OTHERS	0.00	16,461.73
494-000.000-042.000	ACCOUNTS RECEIVABLE-SPEC ASSES	12,600.00	0.00
494-000.000-084.101	DUE FROM GENERAL FUND	192,658.22	71,637.58
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(138,244.22)	(169,584.22)
Total Assets		**1,444,620.73**	**1,690,496.85**
*** Liabilities ***			
494-000.000-202.000	ACCOUNTS PAYABLE	(750.00)	0.00
494-000.000-214.101	DUE TO GENERAL FUND	19,617.39	261,859.99
494-000.000-257.000	ACCRUED WAGES PAYABLE	0.00	1,095.92
Total Liabilities		**18,867.39**	**262,955.91**
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,518,412.77	1,611,211.99
Total Fund Balance		**1,518,412.77**	**1,611,211.99**
Beginning Fund Balance		**1,518,412.77**	**1,611,211.99**
Net of Revenues VS Expenditures		**(92,659.43)**	**(183,671.05)**
Ending Fund Balance		**1,425,753.34**	**1,427,540.94**
Total Liabilities And Fund Balance		**1,444,620.73**	**1,690,496.85**

Item 4A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
123777	02/15/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	125281	494-000.000-882.000		1,525.00
123804	02/15/2022	VANTAGEPOINTE TRANSFER 803046Vn	02102022	Multiple		75.81
123806	02/15/2022	BLUE CARE NETWORKVnd: BLUECARE	220350001662	Multiple		570.70
123808	02/15/2022	CARDMEMBER SERVICEVnd: CARDMEME	JANUARY 2022	Multiple		15.89
123821	02/15/2022	CLIFTON GRANTVnd: GRANT Invoice	02142022	Multiple		200.00
124253	02/28/2022	BLUE CARE NETWORKVnd: BLUECARE	220350003541	494-000.000-703.000		1,786.33
124266	02/28/2022	GIFFELS-WEBSTER ENG INCVnd: GWE	125319	494-000.000-933.000		600.00
124279	02/28/2022	STANDARD INSURANCE COMPANYVnd:	FEBRUARY	Multiple		15.80
124285	02/28/2022	VANTAGEPOINTE TRANSFER 803046Vn	02252022	Multiple		75.81
		Journal Totals			0.00	4,865.34
Journal CD: CD						
123877	02/15/2022	Check: NBDC 46253	46253	Multiple	570.70	
123883	02/15/2022	Check: NBDC 46259	46259	Multiple	15.89	
123885	02/15/2022	Check: NBDC 46261	46261	Multiple	200.00	
123892	02/15/2022	Check: NBDC 46268	46268	Multiple	1,525.00	
123926	02/15/2022	Check: NBDC 46302	46302	Multiple	75.81	
124294	02/28/2022	Check: NBDC 46310	46310	Multiple	1,786.33	
124302	02/28/2022	Check: NBDC 46318	46318	Multiple	600.00	
124312	02/28/2022	Check: NBDC 46328	46328	Multiple	15.80	
124313	02/28/2022	Check: NBDC 46329	46329	Multiple	75.81	
		Journal Totals			4,865.34	0.00
Totals for 494-000.000-202.000					4,865.34	4,865.34
		Balance 02/01/22:		0.00		
		Net Change:		0.00		
		Balance 02/28/22:		0.00		
494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
123877	02/15/2022	Check: NBDC 46253	46253	Multiple		570.70
123883	02/15/2022	Check: NBDC 46259	46259	Multiple		15.89
123885	02/15/2022	Check: NBDC 46261	46261	Multiple		200.00
123892	02/15/2022	Check: NBDC 46268	46268	Multiple		1,525.00
123926	02/15/2022	Check: NBDC 46302	46302	Multiple		75.81
124294	02/28/2022	Check: NBDC 46310	46310	Multiple		1,786.33
124302	02/28/2022	Check: NBDC 46318	46318	Multiple		600.00
124312	02/28/2022	Check: NBDC 46328	46328	Multiple		15.80
124313	02/28/2022	Check: NBDC 46329	46329	Multiple		75.81
		Journal Totals			0.00	4,865.34
Journal GJ: GJ						
124463	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15249	Multiple		6,409.99
124464	02/28/2022	PAYROLL - SEE PAYROLL REPORT	15250	Multiple		6,409.99
		Journal Totals			0.00	12,819.98
Journal PR: Payroll						
123999	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15175	Multiple		6,409.99
124050	02/28/2022	MERS POSTING - NEW HIRS AFTER	715201	Multiple		783.66
		Journal Totals			0.00	7,193.65
Totals for 494-000.000-214.101					0.00	24,878.97
		Balance 02/01/22:		236,981.02		
		Net Change:		24,878.97		
		Balance 02/28/22:		261,859.99		
494-000.000-701.000 SALARIES FULL-TIME						
Journal GJ: GJ						
124463	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15249	Multiple	6,007.62	
124464	02/28/2022	PAYROLL - SEE PAYROLL REPORT	15250	Multiple	6,007.62	
		Journal Totals			12,015.24	0.00
Journal PR: Payroll						
123999	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15175	Multiple	6,007.62	
		Journal Totals			6,007.62	0.00
Totals for 494-000.000-701.000					18,022.86	0.00
		Balance 02/01/22:		96,348.87		
		Net Change:		18,022.86		
		Balance 02/28/22:		114,371.73		

494-000.000-703.000 EMPLOYEE TAXES & BENEFITS
Journal AP: AP

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
123804	02/15/2022	VANTAGEPOINTE TRANSFER 803046EM	02102022	Multiple	75.81	
123806	02/15/2022	BLUE CARE NETWORKEMPLOYEE TAXES	220350001662	Multiple	570.70	
124253	02/28/2022	BLUE CARE NETWORKEMPLOYEE TAXES	220350003541	494-000.000-202.000	1,786.33	
124279	02/28/2022	STANDARD INSURANCE COMPANYEMPLO	FEBRUARY	Multiple	15.80	
124285	02/28/2022	VANTAGEPOINTE TRANSFER 803046EM	02252022	Multiple	75.81	
		Journal Totals			2,524.45	0.00
Journal GJ: GJ						
124463	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15249	Multiple	402.37	
124464	02/28/2022	PAYROLL - SEE PAYROLL REPORT	15250	Multiple	402.37	
		Journal Totals			804.74	0.00
Journal PR: Payroll						
123999	02/15/2022	PAYROLL - SEE PAYROLL REPORT	15175	Multiple	402.37	
124050	02/28/2022	MERS POSTING - NEW HIRS AFTER 7	15201	Multiple	783.66	
		Journal Totals			1,186.03	0.00
Totals for 494-000.000-703.000					4,515.22	0.00
		Balance 02/01/22:		32,200.79		
		Net Change:		4,515.22		
		Balance 02/28/22:		36,716.01		
494-000.000-726.000 OFFICE SUPPLIES						
Journal AP: AP						
123808	02/15/2022	CARDMEMBER SERVICEOFFICE SUPPLI	JANUARY 2022	Multiple	15.89	
		Journal Totals			15.89	0.00
Totals for 494-000.000-726.000					15.89	0.00
		Balance 02/01/22:		199.44		
		Net Change:		15.89		
		Balance 02/28/22:		215.33		
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
123777	02/15/2022	GIFFELS-WEBSTER ENG INCPLANNING	125281	494-000.000-202.000	1,525.00	
		Journal Totals			1,525.00	0.00
Totals for 494-000.000-882.000					1,525.00	0.00
		Balance 02/01/22:		31,810.33		
		Net Change:		1,525.00		
		Balance 02/28/22:		33,335.33		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
123821	02/15/2022	CLIFTON GRANTREPAIRS & MAINTENA	02142022	Multiple	200.00	
124266	02/28/2022	GIFFELS-WEBSTER ENG INCREPAIRS	125319	494-000.000-202.000	600.00	
		Journal Totals			800.00	0.00
Totals for 494-000.000-933.000					800.00	0.00
		Balance 02/01/22:		13,425.81		
		Net Change:		800.00		
		Balance 02/28/22:		14,225.81		

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 02/28/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	305,000.00	305,000.00	51,173.73	0.00	253,826.27	16.78
494-000.000-410.000	TAX COLLECTED OTHER	24,643.00	24,643.00	4,712.59	0.00	19,930.41	19.12
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	21,176.72	0.00	(15,176.72)	352.95
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	2,002.48	0.00	7,997.52	20.02
Total Dept 000.000		347,443.00	347,443.00	79,065.52	0.00	268,377.48	22.76
TOTAL REVENUES		347,443.00	347,443.00	79,065.52	0.00	268,377.48	22.76
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	116,174.00	116,174.00	114,371.73	18,022.86	1,802.27	98.45
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	3,602.55	0.00	1,397.45	72.05
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	36,716.01	4,515.22	(2,716.01)	107.99
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	1,480.00	1,480.00	215.33	15.89	1,264.67	14.55
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	13,791.00	13,791.37	0.00	(0.37)	100.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	4,500.00	4,500.00	339.29	0.00	4,160.71	7.54
494-000.000-844.000	MAIN STREET PROGRAM	16,500.00	16,500.00	6,311.35	0.00	10,188.65	38.25
494-000.000-845.000	STREETSCAPING	24,000.00	24,000.00	23,140.43	0.00	859.57	96.42
494-000.000-882.000	PLANNING/CONSULTING FEES	42,100.00	42,100.00	33,335.33	1,525.00	8,764.67	79.18
494-000.000-900.000	PRINTING/PUBLICATION COSTS	1,500.00	2,500.00	2,144.71	0.00	355.29	85.79
494-000.000-901.000	POSTAGE FEES	200.00	200.00	134.56	0.00	65.44	67.28
494-000.000-933.000	REPAIRS & MAINTENANCE	19,500.00	230,314.00	14,225.81	800.00	216,088.19	6.18
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	6,100.00	6,100.00	468.10	0.00	5,631.90	7.67
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	4,000.00	0.00	6,000.00	40.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	9,140.00	0.00	10,860.00	45.70
Total Dept 000.000		304,754.00	528,359.00	262,736.57	24,878.97	265,622.43	49.73
TOTAL EXPENDITURES		304,754.00	528,359.00	262,736.57	24,878.97	265,622.43	49.73
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		347,443.00	347,443.00	79,065.52	0.00	268,377.48	22.76
TOTAL EXPENDITURES		304,754.00	528,359.00	262,736.57	24,878.97	265,622.43	49.73
NET OF REVENUES & EXPENDITURES		42,689.00	(180,916.00)	(183,671.05)	(24,878.97)	2,755.05	101.52

LATHRUP VILLAGE
Downtown Development Authority

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

MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: February 14, 2022

RE: Department/Director Report

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

Upcoming Events

- FIRESIDE FRIDAYS will take a winter break and start up again in March
- OC Navigator Open House: March 16th

Past Events

Grants

- CED has submitted a request for ARP state-level funds to install HAWK signal crossings near Margate/Meadowood and City Hall.
- Additional opportunities are being sought for electric vehicle charging stations and trees.

Commercial Business/Property Updates

- **OPEN! Beauty Hunters (26710 Southfield Road)**
- **OPEN! Anchor Fish Market (28851 Southfield Road)**
- New Business: 26079 Southfield Road (US Rehab) – finishing interior improvements
- 26727 Southfield Road (BP Gas) – work is progressing.
- Lathrup Village Apartments installed the screen wall soon. The final building phase is delayed until Spring 2022 due to material and contractor shortages

Cannabis

- Information materials are on the city's website
- Application Period was rescinded until a date to be determined.

LATHRUP VILLAGE
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Infrastructure

- Infrastructure Study Group provided a recommendation to Council. All paving work will be reconstruction. Paving plans are out to bid.
- Sidewalk Replacement Program invoices were mailed to all those with completed work from CY21. CY 22 work is expected to begin in April.
- DDA will be implementing a 5-year capital improvement plan for the alleys and approaches

Miscellaneous

- DDA & Special Projects Manager position is posted. There is a small number of applicants.
- Susie Stec has been appointed one of the Interim City Administrators.

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

MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: March 16, 2022

RE: Department/Director Report

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

Upcoming Events

- FIRESIDE FRIDAYS will take a winter break and start up again in March
- OC Navigator Open House: April 7th

Grants

- CED has submitted a request for ARP state-level funds to install HAWK signal crossings near Margate/Meadowood and City Hall.
- Additional opportunities are being sought for electric vehicle charging stations and trees.

Commercial Business/Property Updates

- **OPEN! Beauty Hunters (26710 Southfield Road)**
- **OPEN! Anchor Fish Market (28851 Southfield Road)**
- New Business: 26079 Southfield Road (US Rehab) – finishing interior improvements
- 26727 Southfield Road (BP Gas) – work is progressing and should be completed by June
- Lathrup Village Apartments installed the screen wall soon. The final building phase is delayed until Spring 2022 due to material and contractor shortages

Cannabis

- Information materials are on the city's website
- Application Period was rescinded until a date to be determined.

Infrastructure

- The city will be reconstructing 2.35 miles of road in 2022.

LATHRUP VILLAGE
Downtown Development Authority

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Lathrup Village, MI 48076
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- Sidewalk Replacement Program invoices were mailed to all those with completed work from CY21. CY 22 work is expected to begin in April/May.
- DDA will be implementing a 5-year capital improvement plan for the alleys and approaches.

Miscellaneous

- Interviews have taken place for the DDA & Special Projects Manager position and an offer has been made.
- Oakland County Business Forward Program has officially launched! Jamar Bray is our Business Forward Consultant. He is eager to get out and start making connections with the businesses.

03/07/2022

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
27000 SOUTHFIELD RD	**HALLE PROPERTIES LL(**	**1/4/2022 Tires are being stored outside. 2/28/2022 Discount tire is storing used tires outside, spoke with one of the employees and let them know that any tires stored outside in public view must be removed. Store manager Dustin Bloom called the city cell phone and spke with code enforcment, stated the truck that picks up the used tires have been notified, to pick up the tires today (2/28/22). They have been warned for future tires stored outside "they will be ticketed".**	**Property Maintenance**	**VIOLATION**	

54-66 Outside storage for unsightly or offensive materials.

No person shall cause or permit the premises he owns or otherwise has under his occupancy or control or the adjoining right-of-way to be used for the outside storage (outside of an appropriate container or building) of garbage, sewage, filth, refuse, dead or cut tree branches, waste, including yard waste, trash, debris, litter, rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any unsightly, offensive or obnoxious materials. All land areas found to be used for such purposes or to be strewn with such materials are declared to be public nuisances.
(Code 1991, art. V, ch. 7, § 108)

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Address	Business name	Violation	Category	Status	Date Closed
17500 W 11 MILE RD	**TEAM FENTON LLC**		**Property Maintenance**	**Resolved**	**02/28/2022**

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
		side of the wall must be removed. spoke with Mary gave her 2 weeks to have issue cleaned. Good Morning Rami, After several phone calls, emails and even a Facebook message sent, we have not been able to locate a graffiti removal company as they are not responding to the multiple requests for their services. However, I did find a great exterior painter that I personally used to paint my entire house this summer. He is willing and able to complete the job this week, however, since the temperatures are so cold, he recommends (as a professional) waiting until the paint can actually dry to complete the job. Obviously, that won't be this week. If we provide you with proof of contract with this painting company would that allow us to avoid citation until there is another break in these severely cold temperatures? Thank you for your time and patience with this, Mary From: Rami Sweidan <rsweidan@lathrupvillage.org> Sent: Wednesday, January 12, 2022 10:46 AM To: Blair, Mary <MBlair@mea.org> Cc: Reno, Jacob <JReno@mea.org> Subject: Re: Graffiti Removal: 17500 W Eleven Mile Rd Mary, I will give you 1 week extension after that i have to write a citation. Rami Sent from my Verizon, Samsung Galaxy smartphone Get Outlook for Android ________________________________ From: Blair, Mary <MBlair@mea.org> Sent: Tuesday, January 11, 2022 8:39:54 AM To: Rami Sweidan <rsweidan@lathrupvillage.org> Cc: Reno, Jacob <JReno@mea.org> Subject: RE: Graffiti Removal: 17500 W Eleven Mile Rd Thanks Rami…if we can't find anyone, this Friday is 2			

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
		weeks….what do we do? From: Rami Sweidan <rsweidan@lathrupvillage.org> Sent: Tuesday, January 11, 2022 8:13 AM To: Blair, Mary <MBlair@mea.org> Cc: Reno, Jacob <JReno@mea.org> Subject: Re: Graffiti Removal: 17500 W Eleven Mile Rd Mary, no we do not recommend contractors. The city does the same thing you are doing. Rami Sent from my Verizon, Samsung Galaxy smartphone Get Outlook for Android ________________________________ From: Blair, Mary <MBlair@mea.org> Sent: Monday, January 10, 2022 1:30:56 PM To: Rami Sweidan <rsweidan@lathrupvillage.org> Cc: Reno, Jacob <JReno@mea.org> Subject: Graffiti Removal: 17500 W Eleven Mile Rd Hello Rami, Last week we were made aware of graffiti damage to our property (specifically in our “extended parking” parking lot). I have reached out to the local graffiti removal companies with no success. Do you have a contractor/vendor that the city uses when you have to remove graffiti from city property? We’d greatly appreciate any guidance as we want to comply and remove the graffiti as soon as possible. Thank you in advance for your help on this matter, Mary Blair (She/Her/Hers) SOMEA Field Assistant 17500 W. Eleven Mile Lathrup Village 248.559.4770 2/25/2022 Hi Rami,			

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
		I just got off the phone with our painter that we have had on contract (Clean Cut Painting). He once again explained that you cannot paint nor power wash in freezing temperatures but he will be out either Saturday or Sunday and will do his best. Mary 2/28/2022 Good Morning, Here is what our painter was able to accomplish in this weather. More work will be done in the spring so that it matches the rest of the wall or is simply power washed off in nonfreezing temperatures. Let me know if there is anything else you need at this time. Talk soon, Mary Blair (She/Her/Hers) SOMEA Field Assistant 17500 W. Eleven Mile Lathrup Village 248.559.4770			

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Address	Business name	Violation	Category	Status	Date Closed
28505 SOUTHFIELD RD	**HELP CENTER INVESTM**	**1/5/2022 Called Nona, she stated that she was sick for a month medical issues. she said, she will take care of the parking blocks. 2/28/2022 parking blocks have been replaced.**	**Property Maintenance**	**Resolved**	**02/28/2022**

03/07/2022

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed

Article 5.0 Site Standards (Parking Block)

The following are required except as modified for the R1 and R2 districts as provided in Section 5.13.16 and 5.13.17. Bumper stops, curbing or wheel chocks shall be provided to prevent any vehicle from damaging or encroaching upon any required wall, fence or buffer strips or upon any building adjacent to the parking lot. Stops, curbing, and chocks shall be of concrete or its durability equivalent and shall be suitably anchored.

28880 SOUTHFIELD RD	**LATHFIELD HOLDINGS**	**1/7/2022 garbage bags on the rear of the building.**	**Curbside Violation**	**VIOLATION**	

302.1 Sanitation

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18505 W 12 MILE RD	**SOUTH OAKLAND SHEL**	**1/19/2022 Garbage bags stored outside near back wall.**	**Property Maintenance**	**VIOLATION**	

54-66 Outside storage for unsightly or offensive materials.

No person shall cause or permit the premises he owns or otherwise has under his occupancy or control or the adjoining right-of-way to be used for the outside storage (outside of an appropriate container or building) of garbage, sewage, filth, refuse, dead or cut tree branches, waste, including yard waste, trash, debris, litter, rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any unsightly, offensive or obnoxious materials. All land areas found to be used for such purposes or to be strewn with such materials are declared to be public nuisances.
(Code 1991, art. V, ch. 7, § 108)

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

28035 SOUTHFIELD RD	**OLEKSY INVESTMENTS,**	**1/20/2022 Must repair the approach it's caving in.**	**Ditch and Culvert Mainten**	**VIOLATION**	

30-41 Maintenance of ditches and culverts

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

03/07/2022

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
18211 W 12 MILE RD Ste 10	**BRIKHO, BASEL**	**1/20/2022 Spot light hanging down from front of the building needs to be repaired ASAP.**	**Property Maintenance**	**VIOLATION**	

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Address	Business name	Violation	Category	Status	Date Closed
28000 SOUTHFIELD RD	**SHEMSAN INVESTMENT**	**1/21/2022 Eaves on front of the building is falling off or needs repair.**	**Property Maintenance**	**VIOLATION**	

304.1 General.

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

Address	Business name	Violation	Category	Status	Date Closed
28250 SOUTHFIELD RD	**KUHEL, REVA**	**1/21/2022 Garbage outside the dumpster and surrounding dumpster enclosure must be cleaned up.**	**Dumpster Enclosure**	**VIOLATION**	

54-35. - Dumpsters

Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish collectors for pickup. Dumpsters can be used by business establishments for outside storage by obtaining necessary permits in conformity with the zoning ordinance.

(Code 1991, art. VIII, ch. 4, § 303)

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
17651 Twelve Mile	**TWELVE SOUTHFIELD A**	**2/22/2022 Dumpster enclosure needs your attention. Good Morning Rami, Theo is no longer with Friedman, your trash email was forwarded to me and I will make sure this is addressed today. Thank you! Nelly Couch Portfolio Manager, Commercial Management Services 34975 W 12 Mile Road, Farmington Hills, Michigan 48331 248-848-3526 Nelly.Couch@freg.com | www.friedmanrealestate.com 2/28/2022 Sent an emial to Mrs. Couch about the dumpster enclosure behind Olga's Kitchen. Please send Kevin to clean up garbage and break down boxes. I will visit the tenants to discuss the issue on hand so we can eliminate these issues going forward. Rami, thank you for notifying us and I am right there with you I do not want you to feel like you have to babysit our property and will be addressing this with the tenants. Thank you, Nelly Couch Portfolio Manager, Commercial Management Services**	**Dumpster Enclosure**	**VIOLATION**	

54-35. - Dumpsters

Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish collectors for pickup. Dumpsters can be used by business establishments for outside storage by obtaining necessary permits in conformity with the zoning ordinance.

(Code 1991, art. VIII, ch. 4, § 303)

03/07/2022

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
27800 SOUTHFIELD RD	**COMMUNITY CHURCH**	**2/22/22 Privacy fence needs to be repaired or replaced.**	**Property Maintenance**	**VIOLATION**	

304.1 General.

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

302.7 Accessory structures.

Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

Address	Business name	Violation	Category	Status	Date Closed
28050 SOUTHFIELD RD 17(	**SHEMSAN INVESTMENT**	**2/22/2022 parking lot needs to be patched, reseal and restrip.**	**Parking Lot Repair**	**VIOLATION**	

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

304.1 General.

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

Address	Business name	Violation	Category	Status	Date Closed
28200 SOUTHFIELD RD	**WOODWARD AVE, LLC**	**2/22/2022 parking blocks need to be back in their original position, and pinned down.**	**Parking Lot Repair**	**VIOLATION**	

Article 5.0 Site Standards (Parking Block)

The following are required except as modified for the R1 and R2 districts as provided in Section 5.13.16 and 5.13.17. Bumper stops, curbing or wheel chocks shall be provided to prevent any vehicle from damaging or encroaching upon any required wall, fence or buffer strips or upon any building adjacent to the parking lot. Stops, curbing, and chocks shall be of concrete or its durability equivalent and shall be suitably anchored.

Address	Business name	Violation	Category	Status	Date Closed
26820 SOUTHFIELD RD	**26820 INVESTMENTS LL(**	**2/22/2022 Dumpster enclosure needs your attention.**	**Dumpster Enclosure**	**VIOLATION**	

54-35. - Dumpsters

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed

Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish collectors for pickup. Dumpsters can be used by business establishments for outside storage by obtaining necessary permits in conformity with the zoning ordinance.

(Code 1991, art. VIII, ch. 4, § 303)

28860 SOUTHFIELD RD	**LATHFIELD HOLDINGS**	**2/22/2022 Dumpster enclosure needs your attention. Broken gates, and rear of the enclosure is broken.**	**Dumpster Enclosure**	**VIOLATION**	

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

302.7 Accessory structures.

Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

17401 W 12 MILE RD	**JOYS MANAGEMENT LL**	**2/22/2022 Parking lot needs patching, reseal and restripe.**	**Parking Lot Repair**	**VIOLATION**	

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Sec. 62-1. Maintenance of sidewalks, parking lots and driveways.
Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise

Sec. 62-1. Maintenance of sidewalks, parking lots and driveways.
Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.

(Code 1991, art. V, ch. 7, § 110)

28651 SOUTHFIELD RD RI	**R AND B INC LLC**	**2/23/2022 Parking lot need your attention, needs patching, reseal and restrip.**	**Parking Lot Repair**	**VIOLATION**	

302.1 Sanitation

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

03/07/2022

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed

304.1 General.

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

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LATHRUP VILLAGE
Downtown Development Authority

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

MEMORANDUM

To: DDA Board of Directors
From: Susie Stec, DDA Director
Date: February 14, 2022
RE: 2022 DDA Infrastructure Recommendation

At their meeting on January 21, 2022, the Board of Directors reviewed and discussed the Alley & Approach Recommendation. Generally, there was agreement among the board members regarding the proposed improvements; however, the board asked for a more aggressive project timeline that would align with the city's instrastructure projects. To that end, staff and the city's engineering consultants met to discuss a revised project timeline which was presented to the EV Committee met on February 4th. The EV Committee liked the revised scope of work and asked for more information regarding the potential impact to the fund balance.

The table on the next page lists all the proposed capital improvements in the DDA district in the next 2 – 3 years. The items shaded in yellow (Southfield Road & Operating Reserves) are part of the Fund Balance & Reserve Policy which was adopted on May 21, 2021. The items in red are funds that have already been expended. The projects in blue are the Sidewalk Replacement Program (SRP) which the LVDDA has already stated they will be funding. The primary reason for the high cost of 2022 SRP work is due to replacement of the deteriorated asphalt path along 12 Mile Road. The remaining projects are in a somewhat flexible priority order.

It should be noted that although completing all of these projects will more than deplete the fund balance. While the LVDDA has consistently added to the fund balance over the years, the financial impact of the pandemic on commercial property values still remains to be seen. It is also important to note that there are no near-term plans to fully reconstruction of Southfield Road; though there are plans for resurfacing and drainage improvements in 2024. The Road Commission for Oakland County (RCOC) has indicated there is no match required for this planned work.

LATHRUP VILLAGE
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Proposed Project	Proposed Project Amount		12/31/21 Fund Balance	1,611,212
Southfield Road	$	750,000	$	861,212
Operating Reserves	$	91,500	$	769,712
SRP (CY 21)	$	104,107	$	665,605
Alley & Approaches (CY21)	$	25,159	**$**	**640,446**
SRP (CY 22)	$	85,000	$	555,446
SRP(CY 23)	$	40,000	$	515,446
HAWK Pedestrian Signals	$	200,000	$	315,446
Alley & Approaches (CY22)	$	155,624	$	159,822
Alley & Approaches (CY23)	$	226,485	$	(66,663)
Trash Receptacles	$	13,000	$	(79,663)
Bike Loops	$	3,650	$	(83,313)
EV Charging Stations	$	10,000	$	(93,313)
Proposed Project Totals	**$**	**1,704,525**		

It is the recommendation of the EV Committee to adopt the 2022 DDA Alley & Approach recommendation, as presented at the January 21st meeting, and adopt the CY 22 Sidewalk Replacement Program recommendation.

2022 DDA Alley & Approach Recommendation ($155,624)

- Reconstruct alley between Cambridge/California (*just south of City Hall*)
- Reconstruct five (5) approaches

2022 DDA Sidewalk Replacement Recommendation ($85,000)

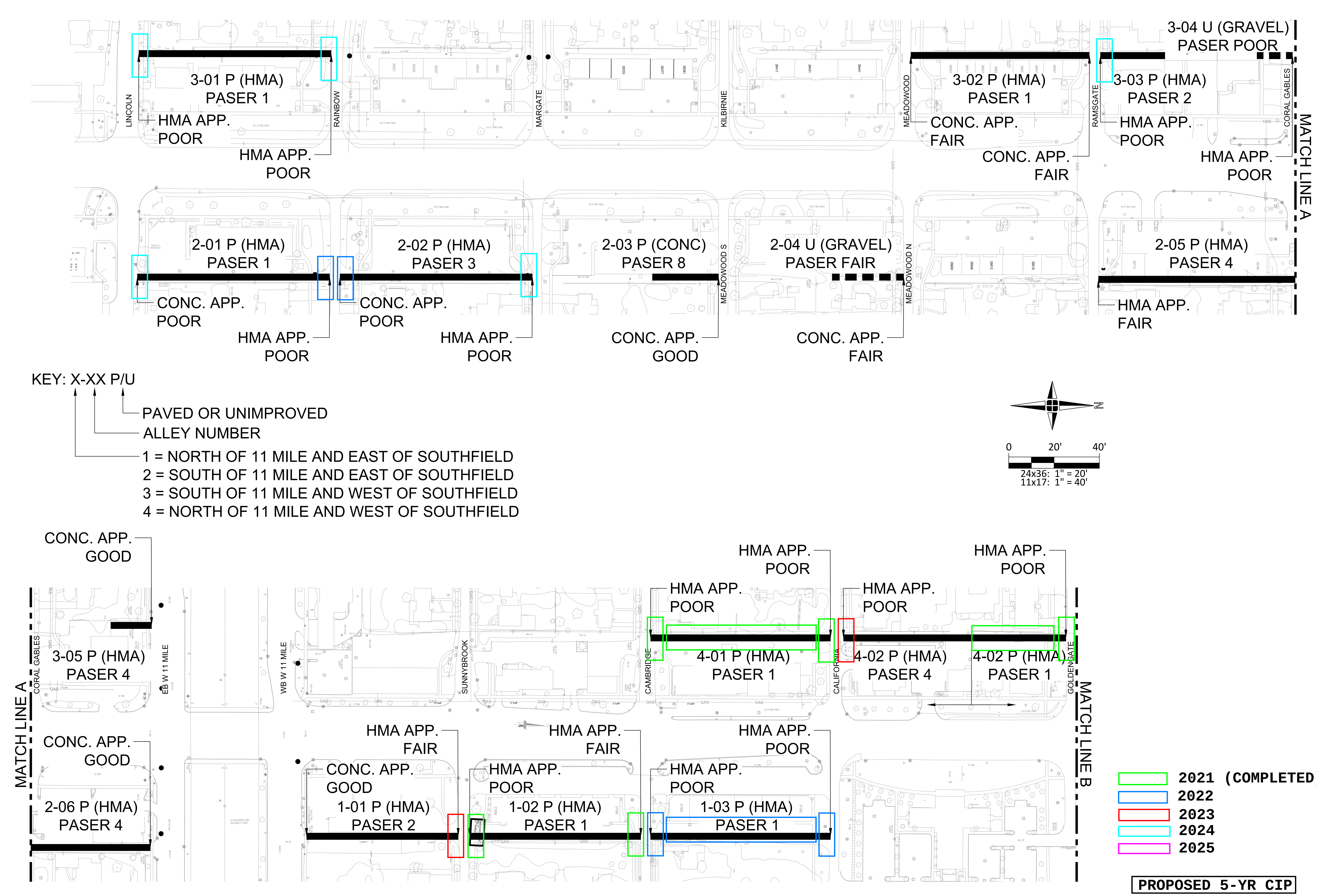
- Remove asphalt path & replace with concrete

TOTAL ESTIMATED COST $240,624

Suggested motion: To adopt the 2022 DDA Alley & Approach Recommendation, as presented at the January 21st meeting, and adopt the 2022 DDA Sidewalk Replacement Program recommendation.

CITY OF LATHRUP VILLAGE ALLEY NETWORK

EXISTING CONDITIONS (2021)														PROPOSED 5 YEAR PLAN														
									SOUTH APPROACH		NORTH APPROACH			COMPLETED 2021			PROPOSED 2022			PROPOSED 2023			PROPOSED 2024			PROPOSED 2025		
CITY QUADRANT	ALLEY NO.	SURFACE MATERIAL	PASER RATING	LENGTH (FT)	WIDTH (FT)	SQUARE FEET (SFT)	COST / SFT	REPAIR COST	CONDITION	REPAIR COST	CONDITION	REPAIR COST	TOTAL COST	ALLEY	SOUTH APPROACH	NORTH APRROACH	ALLEY	SOUTH APPROACH	NORTH APRROACH	ALLEY	SOUTH APPROACH	NORTH APRROACH	ALLEY	SOUTH APPROACH	NORTH APRROACH	ALLEY	SOUTH APPROACH	NORTH APRROACH
1	1	Asphalt	2	270	20	5,400	$16.52	$89,208	GOOD	$0	FAIR	$11,565	$100,773									$11,565						
1	2	Asphalt	1	290	18	5,220	$16.52	$86,234	POOR	$11,565	POOR	$11,565	$109,364		$7,480	$8,104												
1	3	Asphalt	1	290	18	5,220	$16.52	$86,234	POOR	$11,565	POOR	$11,565	$109,364				$86,234	$11,565	$11,565									
1	4	Asphalt	2	310	16	4,960	$16.52	$81,939	POOR	$11,565	POOR	$11,565	$105,069					$11,565				$11,565						
1	5	Asphalt	2-5	320	15	4,800	$12.00	$57,600	POOR	$11,565	POOR	$11,565	$80,730								$11,565	$11,565						
1	6	Asphalt	2	320	16	5,120	$16.52	$84,582	POOR	$11,565	POOR	$11,565	$107,712			$6,311		$11,565										
1	7	Concrete	9	320	17	5,440	$0.00	$0	GOOD	$0	GOOD	$0	$0															
1	8	Concrete	9	320	18	5,760	$0.00	$0	GOOD	$0	GOOD	$0	$0															
1	9	Asphalt	2-5	274	20	5,480	$12.00	$65,760	GOOD	$0	FAIR	$11,565	$77,325															
2	1	Asphalt	1	320	20	6,400	$16.52	$105,728	POOR	$11,565	POOR	$11,565	$128,858						$11,565					$11,565				
2	2	Asphalt	3	300	20	6,000	$16.52	$99,120	POOR	$11,565	POOR	$11,565	$122,250					$11,565							$11,565			
2	3	Concrete	8	100	18	1,800	$0.00	$0	N/A	$0	GOOD	$0	$0															
2	4	Gravel	Fair	104	13	1,352	$0.00	$0	N/A	$0	FAIR		$0															
2	5	Asphalt	4	480	18	8,640	$7.48	$64,627	FAIR	$11,565	GOOD	$0	$76,192															
3	1	Asphalt	1	280	22	6,160	$16.52	$101,763	POOR	$11,565	POOR	$11,565	$124,893											$11,565	$11,565			
3	2	Asphalt	1	260	16	4,160	$16.52	$68,723	FAIR	$11,565	FAIR	$11,565	$91,853															
3	3	Asphalt	2	100	19	1,900	$16.52	$31,388	POOR	$11,565	N/A	$0	$42,953											$11,565				
3	4	Gravel	Poor	102	19	1,938	$0.00	$0	N/A	$0	NEW	$0	$0															
3	5	Asphalt	5	70	22	1,540	$7.48	$11,519	N/A	$0	GOOD	$0	$11,519															
4	1	Asphalt	7	290	15	4,350	$0.00	$0	POOR	$11,565	POOR	$11,565	$23,130	$0	$0	$0												
4	2	Asphalt	1-4	360	15	5,400	$12.00	$64,800	POOR	$11,565	POOR	$11,565	$87,930		$0						$11,565							
4	3	Asphalt	6	240	20	4,800	$0.00	$0	N/A	$0	GOOD	$0	$0															
4	4	Asphalt	7	186	18	3,348	$0.00	$0	N/A	$0	GOOD	$0	$0															
4	5	Asphalt	2	318	18	5,724	$16.52	$94,560	POOR	$11,565	POOR	$11,565	$117,690								$11,565	$11,565						
4	6	Asphalt	1	318	18	5,724	$16.52	$94,560	POOR	$11,565	POOR	$11,565	$117,690								$11,565	$11,565						
4	7	Asphalt	7	320	18	5,760	$0.00	$0	GOOD	$0	GOOD	$0	$0															
4	8	Asphalt	7	300	18	5,400	$0.00	$0	GOOD	$0	N/A	$0	$0															
4	9	Asphalt	2	170	18	3,060	$16.52	$50,551	N/A	$0	N/A	$0	$50,551															
							SUB TOTAL	$1,338,899		$173,475		$173,475		$0	$7,480	$14,415	$86,234	$46,260	$23,130	$0	$46,260	$57,825	$0	$34,695	$23,130	$0	$0	$0
															$21,895			$155,624			$104,085			$57,825			$0	
											TOTAL ESTIMATE COST - ALLEY REPAIRS		$1,685,849															



giffels webster
Engineers
Surveyors
Planners
Landscape Architects
1025 East Maple Road
Suite 100
Birmingham, MI 48009
p (248) 852-3100
f (313) 962-5068
www.giffelswebster.com

Executive:	S.A.R.
Manager:	S.A.R.
Designer:	A.J.K.
Quality Control:	S.A.R.

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ALLEY ASSESSMENT (1 OF 2)

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY
MICHIGAN

Date:	5.18.21
Scale:	AS SHOWN
Sheet:	1 of 2
Project:	18736.21

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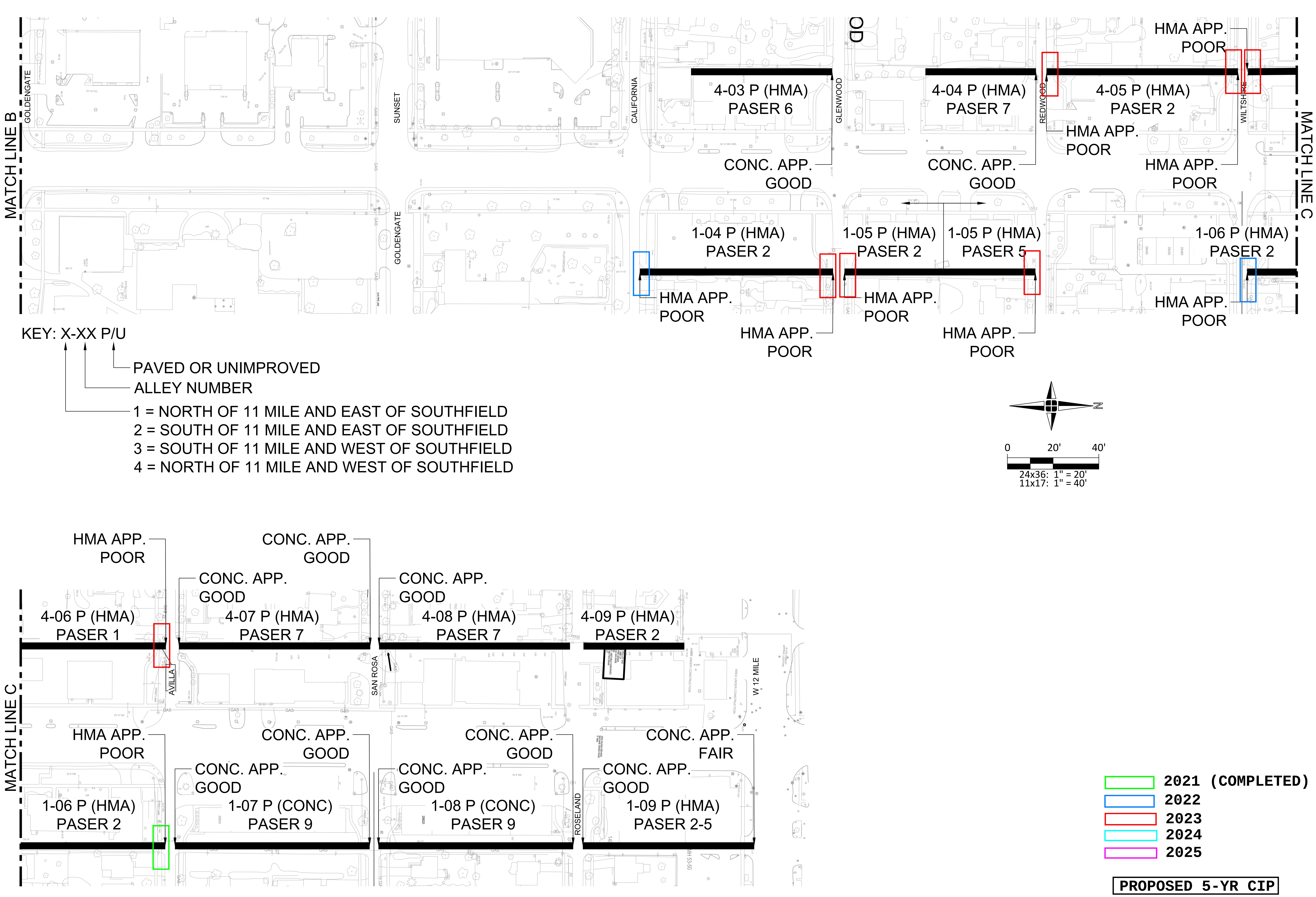

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Suite 100
Birmingham, MI 48009
p (248) 852-3100
f (313) 962-5068
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27400 SOUTHFIELD ROAD
LATHRUP VILLAGE, MI 48076
(248) 557-2600

ALLEY ASSESSMENT (2 OF 2)

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY
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Date:	5.18.21
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