



# Downtown Development Authority

Friday, October 18, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
5. **Consent Agenda**
  - [A.](#) Monthly Code Enforcement Report
  - [B.](#) Monthly Financial Reports
6. **Public Comment (*speakers are limited to 3 minutes*)**
7. **Old Business**
  - A. 27907 California Dr. - Follow Up Discussion
  - [B.](#) Holiday Lighting Quotes
8. **New Business**
9. **DDA Director Report**
  - [A.](#) Monthly Report
10. **Public Comment (*speakers are limited to 3 minutes*)**
11. **Adjourn**

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
27601 SOUTHFIELD RD	Rita's Italian Ice, Aroya Inc	All signage must be approved by the City. The flutter signs that have been place in the right of way must be removed immediately. This type of sign is not approved and its location is prohibited. Please see to the immediate removal of these signs.	RE-INSPECTION - ORI	Sign in R.O.W.	Door Tagged, Lc

1. Signs in ROW

No sign shall be located in or project into a public right-of-way or private road or dedicated easement, except governmental signs and signs installed by the applicable road agency or utility company, or as otherwise expressly permitted in this section.

INSPECTOR COMMENTS: All signage must be approved by the City. The flutter signs that have been placed in the right of way must be removed immediately. This type of sign is not approved and its location is prohibited. Please see to the immediate removal of these signs.

27837 SUNSET W BLVD	WATTS, MARK	UNLICENSED/INOPERABLE VEHICLES NOT TO BE STORED ON PROPERTY - REMOVE	RE-INSPECTION - ORI	Inoperable Vehicle	Door Tagged, Lc
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1. 5.6 INOPERABLE AND ABANDONED MOTOR VEHICLES

No person shall cause or permit any inoperable or abandoned motor vehicles to be parked or stored in the open on any public or private property within the city for more than 48 consecutive hours or 48 hours in any calendar week and all such vehicles shall otherwise be kept, stored, and parked within a garage or other permitted building. 1. An "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets. 2. The police department is empowered to cause all violating motor vehicles found on public property to be impounded and disposed of in accordance with the applicable statutes and ordinances and also those found on private property upon a lawful request from the owner or occupant and advance payment of the reasonable cost of such impoundment and disposal.

INSPECTOR COMMENTS: UNLICENSED/INOPERABLE VEHICLES NOT TO BE STORED ON PROPERTY - REMOVE ALL INOPERABLE VEHICLES

28551 SOUTHFIELD RD Stc	SKYWAY HOLDINGS, LL	GRASS NOT TO EXCEED 7" IN HEIGHT	RE-INSPECTION - ORI	Tall Grass/ Weeds	Letter Sent
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1. Tall Grass and Weeds

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

INSPECTOR COMMENTS: TALL WEEDS IN RIGHT OF WAY AND IN PARKING LOT

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
<b>28801 SOUTHFIELD RD ST CUT MASTERS</b>		<b>OPERATING WITHOUT BUSINESS LICENSE</b>	<b>RE-INSPECTION - ORI</b>	<b>No Business License</b>	<b>Letter Sent</b>

1. 18-29 Unlicensed Businesses

No person required to obtain and maintain a license under section 18-30 shall conduct business in this city unless the person is licensed, and no natural person or individual shall, by actions taken within this city, aid or abet another in the conduct of such unlicensed business.

INSPECTOR COMMENTS: OPERATING WITHOUT BUSINESS LICENSE

<b>28801 SOUTHFIELD RD ST BELLVISO GLOBAL AES'</b>		<b>OPERATING WITHOUT BUSINESS LICENSE</b>	<b>RE-INSPECTION - ORI</b>	<b>No Business License</b>	<b>Letter Sent</b>
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1. 18-29 Unlicensed Businesses

No person required to obtain and maintain a license under section 18-30 shall conduct business in this city unless the person is licensed, and no natural person or individual shall, by actions taken within this city, aid or abet another in the conduct of such unlicensed business.

INSPECTOR COMMENTS: OPERATING WITHOUT BUSINESS LICENSE

<b>19380 W 11 MILE RD</b>	<b>CRIGLER, VONZENIA</b>	<b>DEBRIS IN FRONT OF UNIT IN DRIVEWAY (WASTE MANAGEMENT BAG) AND FLOORING DEBRIS AT REAR OF UNIT - MUST BE REMOVED</b>	<b>RE-INSPECTION - ORI</b>	<b>DEBRIS</b>	<b>Resolved</b>
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1. 5.3 WASTE AND RUBBISH

1. No garbage, sewage, filth, refuse, waste, trash, debris, or rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any offensive or obnoxious matter, shall be kept in open containers or piled, placed or stored on the open ground. The owners and occupants of every building shall provide proper receptacles for said waste and keep receptacles clean and not exposed on the grounds outside of a building. Rubbish may, however, be placed at roadside for pickup on designated days in conformity with the city's ordinances regulating rubbish collections.

INSPECTOR COMMENTS: DEBRIS IN FRONT OF UNIT IN DRIVEWAY (WASTE MANAGEMENT BAG) AND FLOORING DEBRIS AT REAR OF UNIT - MUST BE REMOVED

<b>27385 RAINBOW CIR</b>	<b>BAKER, BENJAMIN S</b>	<b>3 POD TYPE STORAGE CONTAINERS ON PROPERTY WITHOUT PERMITS</b>	<b>RE-INSPECTION - ORI</b>	<b>Dumpster - No permit</b>	<b>Letter Sent</b>
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# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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1. Dumpster/Portable Storage Container Permit

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

INSPECTOR COMMENTS: 3 POD TYPE STORAGE CONTAINERS ON PROPERTY WITHOUT PERMITS

<b>18130 KILBIRNIE AVE</b>	<b>FORES, GREGORY S</b>	<b>GARBAGE BIN LEFT AT STREET AFTER PICK-UP DAY - REMOVE IMMEDIATELY</b>	<b>RE-INSPECTION - ORI</b>	<b>Trash Container in Pul Door Tagged, Lc</b>	
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1. 54-34 Removal of emptied containers.

Solid waste containers that have been emptied shall be promptly removed from the roadside by the owner, tenant or occupant of the abutting property who caused or permitted the containers for solid waste to be placed on the roadside in the first place by no later than sunrise of the next day following collection. (Code 1991, art. VIII, ch. 4, § 302; Ord. No. 385-06, pt. III, 1-22-2007)

INSPECTOR COMMENTS: GARBAGE BIN LEFT AT STREET AFTER PICK-UP DAY - REMOVE IMMEDIATELY

<b>26711 SOUTHFIELD RD</b>	<b>GREEN III, ALEX</b>	<b>CAMPING TRAILER STORED BEHIND COMMERCIAL BUILDING - REMOVE</b>	<b>RE-INSPECTION - ORI</b>	<b>Trailer / PODS</b>	<b>Resolved</b>
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1. 4.1 OUTSIDE STORAGE (HOUSE TRAILERS)

All house trailers, trailer coaches, mobile homes, motor homes, and other vehicles constructed, equipped, or altered to provide cooking and overnight sleeping facilities, provided however, "overnight parking and storage" shall be liberally construed and applied as to such vehicles to permit same to be brought to and kept on a lot for up to 48 consecutive hours during a calendar week beginning 12:01 a.m. of every Sunday for the purpose of loading or unloading, but not for the purpose of rebuilding, remodeling, or effecting mechanical repairs. The above described vehicles shall not be connected to electricity, water, gas or sanitary sewer facilities. The previously described vehicles shall not be parked within ten feet of any building, within seven feet of a sidewalk or within seven feet from the front lot line, if there is not a sidewalk, and the vehicle shall not create a site distance/ traffic safety hazard.

A. A violation of Sec. 4.2.3 shall be a civil infraction.

B. There is hereby created a rebuttable presumption creating a violation of Sec. 4.2.3 if any of the above described vehicles are viewed, parked or stored, in the same or similar location, more than four times within a 48 hour consecutive time period. (At least one viewing every 12 hours is required).

C. The rebuttable presumption may not be defeated by a showing that the vehicle has been merely moved within the property, that it has been driven off the property and returned merely to defeat the purposes of this section, or by merely making a trip to a service station and returning to the property.

INSPECTOR COMMENTS: CAMPING TRAILER STORED BEHIND COMMERCIAL BUILDING - REMOVE FROM PROPERTY

<b>18856 SAN QUENTIN DR</b>	<b>MARTIN SR, HERBERT L</b>	<b>RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	<b>Door Tagged, Lc</b>
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# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

<b>18856 SAN QUENTIN DR</b>	<b>MARTIN SR, HERBERT L</b>	<b>SHRUBBERY ALONG DRIVEWAY NOT TO EXCEED 30" IN HEIGHT</b>	<b>RE-INSPECTION - ORI</b>	<b>Corner Clearance</b>	<b>Door Tagged, L</b>
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1. 5.1 CORNER CLEARANCE

No fence, wall, shrubbery, sign or other obstruction to vision above a height of thirty (30) inches from the top of curb at street level shall be permitted within the triangular area formed at the intersection of any existing or proposed street right-of-way lines by a straight line drawn between such right-of-way lines at a distance along each line of twenty-five (25) feet from their point of intersection. These standards shall also apply to the intersection of private drives with public streets.

INSPECTOR COMMENTS: SHRUBBERY ALONG DRIVEWAY NOT TO EXCEED 30" IN HEIGHT

<b>18400 MIDDLESEX AVE</b>	<b>NAHMOUD, ITZICK</b>	<b>GRASS MUST BE MAINTAINED TO A HEIGHT OF UNDER 7" AT ALL TIMES</b>	<b>RE-INSPECTION - ORI</b>	<b>Tall Grass/ Weeds</b>	<b>Nuisance Cut</b>
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1. Tall Grass and Weeds

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

INSPECTOR COMMENTS: ALL AREAS OF GRASS MUST BE MAINTAINED TO A HEIGHT OF UNDER 7" AT ALL TIMES

<b>18400 MIDDLESEX AVE</b>	<b>NAHMOUD, ITZICK</b>	<b>TRASH CONTAINER AT STREET - MUST NOT BE STORED AND VISIBLE AFTER TRASH PICK-UP DAY</b>	<b>RE-INSPECTION - ORI</b>	<b>Trash Container in Pul Resolved</b>	
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1. 54-34 Removal of emptied containers.

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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Solid waste containers that have been emptied shall be promptly removed from the roadside by the owner, tenant or occupant of the abutting property who caused or permitted the containers for solid waste to be placed on the roadside in the first place by no later than sunrise of the next day following collection.  
(Code 1991, art. VIII, ch. 4, § 302; Ord. No. 385-06, pt. III, 1-22-2007)

INSPECTOR COMMENTS: TRASH CONTAINER AT STREET - MUST NOT BE STORED AND VISIBLE AFTER TRASH PICK-UP DAY

**Records: 13**

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User: JESSICA

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

DB: Lathrup

TRANSACTIONS FROM 09/01/2024 TO 09/30/2024

Item 5B.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
144265	09/30/2024	MONTHLY INTEREST POSTING-	09/2 16516	Multiple	3,188.99	
Journal Totals					3,188.99	0.00
Totals for 494-000.000-010.000					3,188.99	0.00
Balance 09/01/24:				971,838.23		
Net Change:				3,188.99		
Balance 09/30/24:				975,027.22		

494-000.000-084.101 DUE FROM GENERAL FUND						
Journal DTDF: DUE TO/DUE FROM						
144343	09/30/2024	TAX DISTRIBUTION (THRU 09/30/2	16520	Multiple	23,269.44	
Journal Totals					23,269.44	0.00
Journal GJ: GJ						
143561	09/04/2024	CR#319391 MUSIC FEST REVENUE	16465	494-000.000-614.000	2,432.00	
143694	09/10/2024	OC MONTHLY DELQ PPTAX 08/2024	16484	Multiple	110.90	
141188	09/30/2024	TO REVERSE MANUAL JOURNAL ENTR	16308	494-000.000-410.000		3,139.48
141190	09/30/2024	TO REVERSE MANUAL JOURNAL ENTR	16310	494-000.000-410.000	3,139.48	
Journal Totals					5,682.38	3,139.48
Totals for 494-000.000-084.101					28,951.82	3,139.48
Balance 09/01/24:				432,196.11		
Net Change:				25,812.34		
Balance 09/30/24:				458,008.45		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
143398	09/03/2024	FNBOVnd: FNBO Invoice: FLAGSTA	FLAGSTAR-AUSTIN	494-000.000-844.000		2,057.61
143399	09/03/2024	FNBOVnd: FNBO Invoice: FLAGSTA	FLAGSTAR-MIKE	Multiple		55.00
143400	09/03/2024	GIFFELS-WEBSTER ENG INCVnd: GW	132486	494-000.000-882.000		1,275.00
143412	09/03/2024	MISSIONSQUARE - 803046Vnd: MIS	SEPT12024	Multiple		180.83
143418	09/03/2024	PARADISE GARDEN LANDSCAPINGVnd	2892	494-000.000-845.000		2,250.00
143419	09/03/2024	PARADISE GARDEN LANDSCAPINGVnd	2893	494-000.000-845.000		2,175.00
143420	09/03/2024	PARADISE GARDEN LANDSCAPINGVnd	2894	494-000.000-845.000		1,755.00
143421	09/03/2024	PARADISE GARDEN LANDSCAPINGVnd	2895	494-000.000-845.000		500.00
143422	09/03/2024	PLANTE MORANVnd: PLANTE Invoi	102881128	Multiple		1,762.07
143428	09/03/2024	STEINKOFF NURSERYVnd: STEINKOP	NP24-023	494-000.000-845.000		1,922.48
143625	09/06/2024	DTEVnd: DTE Invoice: 9-06-2024	9-06-2024	494-000.000-933.000		10,410.56
143632	09/06/2024	LAUREN BERASVnd: LAUREN BER In	09/06/2024	494-000.000-844.000		1,198.39
143664	09/09/2024	LAUREN BERASVnd: LAUREN BER In	09/06/2024	494-000.000-844.000	1,198.39	
143792	09/09/2024	MISSIONSQUARE - 803046Vnd: MIS	SEPT152024	Multiple		180.83
143742	09/13/2024	AUSTIN COLSONVnd: AUSTINCOLS I	09-03-2024	494-000.000-844.000		127.20
143745	09/13/2024	C V STUDIOVnd: C V Invoice: 1604		494-000.000-844.000		500.00
143776	09/13/2024	GIFFELS-WEBSTER ENG INCVnd: GW	132755	494-000.000-882.000		2,374.00
143784	09/13/2024	LAUREN BERASVnd: LAUREN BER In	09-13-2024	494-000.000-844.000		1,098.39
143785	09/13/2024	LAUREN BERASVnd: LAUREN BER In	09/13/2024	494-000.000-844.000		122.00
143934	09/17/2024	BLUE CARE NETWORKVnd: BLUECARE	242500006072	Multiple		97.97
143935	09/17/2024	BLUE CARE NETWORKVnd: BLUECARE	10/01/24 - 10/3	Multiple		1,056.68
144124	09/26/2024	MISSIONSQUARE - 803046Vnd: MIS	09/30/2024-GEN	Multiple		180.83
144101	09/30/2024	FLAGSTAR BANKVnd: FLAGSTAR B I	09/30/2024	494-000.000-845.000		65.90
144102	09/30/2024	GIFFELS-WEBSTER ENG INCVnd: GW	132851	494-000.000-882.000		5,032.50
144138	09/30/2024	STANDARD INSURANCE COMPANYVnd:	9.30.2024-GEN	Multiple		49.46
Journal Totals					1,198.39	36,427.70

Journal CD: CD						
143475	09/03/2024	Check: NBDC 49606	49606	Multiple	2,057.61	
143476	09/03/2024	Check: NBDC 49607	49607	Multiple		55.00
143477	09/03/2024	Check: NBDC 49608	49608	Multiple	1,275.00	
143481	09/03/2024	Check: NBDC 49612	49612	Multiple		180.83
143486	09/03/2024	Check: NBDC 49617	49617	Multiple	1,755.00	
143487	09/03/2024	Check: NBDC 49618	49618	Multiple		500.00
143488	09/03/2024	Check: NBDC 49619	49619	Multiple	2,250.00	
143489	09/03/2024	Check: NBDC 49620	49620	Multiple	2,175.00	
143490	09/03/2024	Check: NBDC 49621	49621	Multiple	1,762.07	
143494	09/03/2024	Check: NBDC 49625	49625	Multiple	1,922.48	
143630	09/06/2024	Check: NBDC 49633	49633	Multiple	10,410.56	
143649	09/06/2024	Check: NBDC 49634	49634	Multiple	1,198.39	
143665	09/09/2024	Check: NBDC 49634	49634	Multiple		1,198.39
143818	09/13/2024	Check: NBDC 49640	49640	Multiple	127.20	
143820	09/13/2024	Check: NBDC 49642	49642	Multiple	500.00	
143838	09/13/2024	Check: NBDC 49660	49660	Multiple	2,374.00	
143842	09/13/2024	Check: NBDC 49664	49664	Multiple	122.00	
143843	09/13/2024	Check: NBDC 49665	49665	Multiple	1,098.39	
143850	09/13/2024	Check: NBDC 49672	49672	Multiple		180.83
143941	09/17/2024	Check: NBDC 49691	49691	Multiple		97.97

User: JESSICA

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

Item 5B.

DB: Lathrup

TRANSACTIONS FROM 09/01/2024 TO 09/30/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
143942	09/17/2024	Check: NBDC 49692	49692	Multiple	1,056.68	
144161	09/30/2024	Check: NBDC 49718	49718	Multiple	65.90	
144162	09/30/2024	Check: NBDC 49719	49719	Multiple	5,032.50	
144175	09/30/2024	Check: NBDC 49732	49732	Multiple	180.83	
144186	09/30/2024	Check: NBDC 49743	49743	Multiple	49.46	
144236	09/30/2024	Check: NBDC 49759	49759	Multiple	180.83	
Journal Totals					36,608.53	1,198.39
Totals for 494-000.000-202.000					37,806.92	37,626.09
Balance 09/01/24:				180.83		
Net Change:				(180.83)		
Balance 09/30/24:				0.00		

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
143475	09/03/2024	Check: NBDC 49606	49606	Multiple		2,057.61
143476	09/03/2024	Check: NBDC 49607	49607	Multiple		55.00
143477	09/03/2024	Check: NBDC 49608	49608	Multiple		1,275.00
143481	09/03/2024	Check: NBDC 49612	49612	Multiple		180.83
143486	09/03/2024	Check: NBDC 49617	49617	Multiple		1,755.00
143487	09/03/2024	Check: NBDC 49618	49618	Multiple		500.00
143488	09/03/2024	Check: NBDC 49619	49619	Multiple		2,250.00
143489	09/03/2024	Check: NBDC 49620	49620	Multiple		2,175.00
143490	09/03/2024	Check: NBDC 49621	49621	Multiple		1,762.07
143494	09/03/2024	Check: NBDC 49625	49625	Multiple		1,922.48
143630	09/06/2024	Check: NBDC 49633	49633	Multiple		10,410.56
143649	09/06/2024	Check: NBDC 49634	49634	Multiple		1,198.39
143665	09/09/2024	Check: NBDC 49634	49634	Multiple	1,198.39	
143818	09/13/2024	Check: NBDC 49640	49640	Multiple		127.20
143820	09/13/2024	Check: NBDC 49642	49642	Multiple		500.00
143838	09/13/2024	Check: NBDC 49660	49660	Multiple		2,374.00
143842	09/13/2024	Check: NBDC 49664	49664	Multiple		122.00
143843	09/13/2024	Check: NBDC 49665	49665	Multiple		1,098.39
143850	09/13/2024	Check: NBDC 49672	49672	Multiple		180.83
143941	09/17/2024	Check: NBDC 49691	49691	Multiple		97.97
143942	09/17/2024	Check: NBDC 49692	49692	Multiple		1,056.68
144161	09/30/2024	Check: NBDC 49718	49718	Multiple		65.90
144162	09/30/2024	Check: NBDC 49719	49719	Multiple		5,032.50
144175	09/30/2024	Check: NBDC 49732	49732	Multiple		180.83
144186	09/30/2024	Check: NBDC 49743	49743	Multiple		49.46
144236	09/30/2024	Check: NBDC 49759	49759	Multiple		180.83
Journal Totals					1,198.39	36,608.53
Journal GJ: GJ						
143960	09/01/2024	09/2024 DEPT HEAD DEF COMP MAT	16509	Multiple		176.44
Journal Totals					0.00	176.44
Journal PR: Payroll						
143900	09/15/2024	1ST PAY SEPTEMBER 2024	16497	Multiple		5,474.76
Journal Totals					0.00	5,474.76
Totals for 494-000.000-214.101					1,198.39	42,259.73
Balance 09/01/24:				97,593.84		
Net Change:				41,061.34		
Balance 09/30/24:				138,655.18		

494-000.000-407.000 TIFA-CAPTURE TAXES						
Journal DTFD: DUE TO/DUE FROM						
144343	09/30/2024	TAX DISTRIBUTION (THRU 09/30/2	16520	Multiple		19,314.45
Journal Totals					0.00	19,314.45
Journal GJ: GJ						
143694	09/10/2024	OC MONTHLY DELQ PPTAX 08/2024	16484	Multiple		110.90
Journal Totals					0.00	110.90
Totals for 494-000.000-407.000					0.00	19,425.35
Balance 09/01/24:				377,664.70		
Net Change:				19,425.35		
Balance 09/30/24:				397,090.05		

494-000.000-410.000 TAX COLLECTED OTHER						
Journal DTFD: DUE TO/DUE FROM						
144343	09/30/2024	TAX DISTRIBUTION (THRU 09/30/2	16520	Multiple		3,954.99



User: JESSICA

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

Item 5B.

DB: Lathrup

TRANSACTIONS FROM 09/01/2024 TO 09/30/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-410.000 TAX COLLECTED OTHER						
Journal DTDF: DUE TO/DUE FROM						
Journal Totals					0.00	3,954.99
Journal GJ: GJ						
141188	09/30/2024	TO REVERSE MANUAL JOURNAL ENTR 16308		494-000.000-084.101	3,139.48	
141190	09/30/2024	TO REVERSE MANUAL JOURNAL ENTR 16310		494-000.000-084.101		3,139.48
Journal Totals					3,139.48	3,139.48
Totals for 494-000.000-410.000					3,139.48	7,094.47
Balance 09/01/24:					29,658.37	
Net Change:					3,954.99	
Balance 09/30/24:					33,613.36	
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
144265	09/30/2024	MONTHLY INTEREST POSTING- 09/2 16516		Multiple		3,188.99
Journal Totals					0.00	3,188.99
Totals for 494-000.000-446.000					0.00	3,188.99
Balance 09/01/24:					6,788.77	
Net Change:					3,188.99	
Balance 09/30/24:					9,977.76	
494-000.000-614.000 MUSIC FEST						
Journal GJ: GJ						
143561	09/04/2024	CR#319391 MUSIC FEST REVENUE 16465		494-000.000-084.101		2,432.00
Journal Totals					0.00	2,432.00
Totals for 494-000.000-614.000					0.00	2,432.00
Balance 09/01/24:					11,560.46	
Net Change:					2,432.00	
Balance 09/30/24:					13,992.46	
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
143900	09/15/2024	1ST PAY SEPTEMBER 2024 16497		Multiple	5,095.00	
Journal Totals					5,095.00	0.00
Totals for 494-000.000-701.000					5,095.00	0.00
Balance 09/01/24:					15,285.00	
Net Change:					5,095.00	
Balance 09/30/24:					20,380.00	
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
143412	09/03/2024	MISSIONSQUARE - 803046EMPLOYEE SEPT12024		Multiple	180.83	
143792	09/09/2024	MISSIONSQUARE - 803046EMPLOYEE SEPT152024		Multiple	180.83	
143934	09/17/2024	BLUE CARE NETWORKEMPLOYEE TAXE 242500006072		Multiple	97.97	
143935	09/17/2024	BLUE CARE NETWORKEMPLOYEE TAXE 10/01/24 - 10/3		Multiple	1,056.68	
144124	09/26/2024	MISSIONSQUARE - 803046EMPLOYEE 09/30/2024-GEN		Multiple	180.83	
144138	09/30/2024	STANDARD INSURANCE COMPANYEMPL 9.30.2024-GEN		Multiple	49.46	
Journal Totals					1,746.60	0.00
Journal GJ: GJ						
143960	09/01/2024	09/2024 DEPT HEAD DEF COMP MAT 16509		Multiple	176.44	
Journal Totals					176.44	0.00
Journal PR: Payroll						
143900	09/15/2024	1ST PAY SEPTEMBER 2024 16497		Multiple	379.76	
Journal Totals					379.76	0.00
Totals for 494-000.000-703.000					2,302.80	0.00
Balance 09/01/24:					6,906.92	
Net Change:					2,302.80	
Balance 09/30/24:					9,209.72	
494-000.000-810.000 AUDITING & ACCOUNTING						
Journal AP: AP						
143422	09/03/2024	PLANTE MORANAUDITING & ACCOUN 102881128		Multiple	1,762.07	

Item 5B.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-810.000 AUDITING & ACCOUNTING						
Journal AP: AP						
Journal Totals					1,762.07	0.00
Totals for 494-000.000-810.000					1,762.07	0.00
Balance 09/01/24:				0.00		
Net Change:				1,762.07		
Balance 09/30/24:				1,762.07		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
143398	09/03/2024	FNBOMAIN STREET PROGRAM	FLAGSTAR-AUSTIN	494-000.000-202.000	2,057.61	
143399	09/03/2024	FNBOMAIN STREET PROGRAM	FLAGSTAR-MIKE	Multiple	55.00	
143632	09/06/2024	LAUREN BERASMMAIN STREET PROGRA	09/06/2024	494-000.000-202.000	1,198.39	
143664	09/09/2024	LAUREN BERASMMAIN STREET PROGRA	09/06/2024	494-000.000-202.000		1,198.39
143742	09/13/2024	AUSTIN COLSONMAIN STREET PROGR	09-03-2024	494-000.000-202.000	127.20	
143745	09/13/2024	C V STUDIOSMAIN STREET PROGRAM	1604	494-000.000-202.000	500.00	
143784	09/13/2024	LAUREN BERASMMAIN STREET PROGRA	09-13-2024	494-000.000-202.000	1,098.39	
143785	09/13/2024	LAUREN BERASMMAIN STREET PROGRA	09/13/2024	494-000.000-202.000	122.00	
Journal Totals					5,158.59	1,198.39
Totals for 494-000.000-844.000					5,158.59	1,198.39
Balance 09/01/24:				21,221.95		
Net Change:				3,960.20		
Balance 09/30/24:				25,182.15		
494-000.000-845.000 STREETSCLAPING						
Journal AP: AP						
143418	09/03/2024	PARADISE GARDEN LANDSCAPINGSTR	2892	494-000.000-202.000	2,250.00	
143419	09/03/2024	PARADISE GARDEN LANDSCAPINGSTR	2893	494-000.000-202.000	2,175.00	
143420	09/03/2024	PARADISE GARDEN LANDSCAPINGSTR	2894	494-000.000-202.000	1,755.00	
143421	09/03/2024	PARADISE GARDEN LANDSCAPINGSTR	2895	494-000.000-202.000	500.00	
143428	09/03/2024	STEINKOPF NURSERYSTREETSCLAPING	NP24-023	494-000.000-202.000	1,922.48	
144101	09/30/2024	FLAGSTAR BANKSTREETSCLAPING	09/30/2024	494-000.000-202.000	65.90	
Journal Totals					8,668.38	0.00
Totals for 494-000.000-845.000					8,668.38	0.00
Balance 09/01/24:				0.00		
Net Change:				8,668.38		
Balance 09/30/24:				8,668.38		
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
143400	09/03/2024	GIFFELS-WEBSTER ENG INCPLANNIN	132486	494-000.000-202.000	1,275.00	
143776	09/13/2024	GIFFELS-WEBSTER ENG INCPLANNIN	132755	494-000.000-202.000	2,374.00	
144102	09/30/2024	GIFFELS-WEBSTER ENG INCPLANNIN	132851	494-000.000-202.000	5,032.50	
Journal Totals					8,681.50	0.00
Totals for 494-000.000-882.000					8,681.50	0.00
Balance 09/01/24:				0.00		
Net Change:				8,681.50		
Balance 09/30/24:				8,681.50		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
143625	09/06/2024	DTEREPAIRS & MAINTENANCE	9-06-2024	494-000.000-202.000	10,410.56	
Journal Totals					10,410.56	0.00
Totals for 494-000.000-933.000					10,410.56	0.00
Balance 09/01/24:				6,015.00		
Net Change:				10,410.56		
Balance 09/30/24:				16,425.56		

User: JESSICA  
DB: Lathrup

PERIOD ENDING 09/30/2024

Item 5B.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	09/30/2024 (ABNORMAL)	MONTH 09/30/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000.000									
494-000.000-407.000	TIFA-CAPTURE TAXES	410,000.00		397,090.05		19,425.35		12,909.95	96.85
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00		33,613.36		3,954.99		3,874.64	89.66
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		9,977.76		3,188.99		30,022.24	24.94
494-000.000-614.000	MUSIC FEST	0.00		13,992.46		2,432.00		(13,992.46)	100.00
Total Dept 000.000		510,488.00		454,673.63		29,001.33		55,814.37	89.07
TOTAL REVENUES		510,488.00		454,673.63		29,001.33		55,814.37	89.07
Expenditures									
Dept 000.000									
494-000.000-701.000	SALARIES FULL-TIME	180,000.00		20,380.00		5,095.00		159,620.00	11.32
494-000.000-702.000	SALARIES PART-TIME	5,000.00		0.00		0.00		5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	65,000.00		9,209.72		2,302.80		55,790.28	14.17
494-000.000-722.000	LEGAL SERVICES	900.00		0.00		0.00		900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,755.00		163.89		0.00		3,591.11	4.36
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00		1,762.07		1,762.07		(962.07)	220.26
494-000.000-822.000	TRAINING/MEMBERSHIP	7,125.00		0.00		0.00		7,125.00	0.00
494-000.000-844.000	MAIN STREET PROGRAM	18,500.00		25,182.15		3,960.20		(6,682.15)	136.12
494-000.000-845.000	STREETSCAPING	19,000.00		8,668.38		8,668.38		10,331.62	45.62
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00		8,681.50		8,681.50		6,618.50	56.74
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-901.000	POSTAGE FEES	200.00		0.00		0.00		200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	503,980.00		16,425.56		10,410.56		487,554.44	3.26
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	23,457.00		0.00		0.00		23,457.00	0.00
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00		0.00		0.00		30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00		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		907,017.00		90,473.27		40,880.51		816,543.73	9.97
TOTAL EXPENDITURES		907,017.00		90,473.27		40,880.51		816,543.73	9.97
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		510,488.00		454,673.63		29,001.33		55,814.37	89.07
TOTAL EXPENDITURES		907,017.00		90,473.27		40,880.51		816,543.73	9.97
NET OF REVENUES & EXPENDITURES		(396,529.00)		364,200.36		(11,879.18)		(760,729.36)	91.85

Item 5B.

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 09/30/2023	PERIOD ENDED 09/30/2024
<b>*** Assets ***</b>			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,112,382.03	975,027.22
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	19,543.46	9,697.14
494-000.000-084.101	DUE FROM GENERAL FUND	524,724.92	458,008.45
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	(229,016.22)	(229,016.22)
<b>Total Assets</b>		<b>1,813,167.13</b>	<b>1,599,249.53</b>
<b>*** Liabilities ***</b>			
494-000.000-214.101	DUE TO GENERAL FUND	256,055.04	138,655.18
494-000.000-214.202	DUE TO MAJOR ROADS	133,801.50	0.00
494-000.000-214.203	DUE TO LOCAL ROADS	133,801.50	0.00
<b>Total Liabilities</b>		<b>523,658.04</b>	<b>138,655.18</b>
<b>*** Fund Balance ***</b>			
494-000.000-390.000	FUND BALANCE	1,283,692.70	1,283,692.70
<b>Total Fund Balance</b>		<b>1,283,692.70</b>	<b>1,283,692.70</b>
<b>Beginning Fund Balance</b>		<b>1,284,693.70</b>	<b>1,283,692.70</b>
<b>Net of Revenues VS Expenditures - 23-24</b>			<b>(187,298.71)</b>
<b>Fund Balance Adjustments - 23-24</b>		<b>(1,001.00)</b>	
<b>*23-24 End FB/24-25 Beg FB</b>		<b>1,096,393.99</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>5,816.39</b>	<b>364,200.36</b>
<b>Fund Balance Adjustments</b>		<b>(1,001.00)</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>1,289,509.09</b>	<b>1,460,594.35</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,813,167.13</b>	<b>1,599,249.53</b>

\* Year Not Closed



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

To: DDA Board of Directors  
 From: Austin Colson – Community & Economic Development /DDA Director  
 Date: October 18, 2024  
 RE: Holiday Lighting Contractor

---

As part of our annual tradition, the DDA enhances city hall ground with festive holiday lighting displays. This year, we received proposals from seven contractors. The proposals were evaluated based on the following criteria:

- Cost efficiency: Staying within budget while maximizing quality and coverage.
- Experience: Prior successful installations of holiday lighting, especially in commercial or downtown areas.
- Creativity: Design proposals that align with our vision for an engaging and festive atmosphere.
- Reliability and timeline: Proven ability to meet deadlines and handle weather-related issues.

The proposal submitted by Lucent Landscape and Lighting stood out from the others based on these factors.

**Suggested Motion:** Authorize the DDA Director to contract with Lucent Landscape and Lighting in the amount of \$10,600 for the installation of holiday day lighting on city hall grounds.

+



# 2024 Holiday Lighting

○  
Quotes and Concepts





Category	Description	Location	Color	N/R	Qty	Total Price
<b>Your Current Display (Items Installed Last Season)</b>						
<b>Roof Lighting</b>						
<input type="checkbox"/>	Fascia/Gable C9 LED	Gazebo roof	Warm White LED	R	150	\$780.00
<input type="checkbox"/>	Fascia C9 All N 1 LED	Front of bldg. far left to far right	Warm White LED	R	220	\$1,386.00
<b>Tree/Shrub Light</b>						
<input type="checkbox"/>	T Branch Wrap w/ Mini LED	2 Pear trees both sides front of Bldg.	Warm White LED	N	1,000	\$850.00
<input type="checkbox"/>	Shrubs Canopy w/ Mini LED	Boxwoods both sides front of Bldg.	Warm White LED	N	1,400	\$938.00
<input type="checkbox"/>	Shrubs Canopy w/ Mini LED	Big and little Boxwoods around flag pole	Warm White LED	N	750	\$502.50
<b>Ground</b>						
<input type="checkbox"/>	Stake Lighting C9 15" LED	Around sign and flag poles	Warm White LED	N	80	\$285.60
<b>Garland</b>						
<input type="checkbox"/>	4" Lit	Live Garland with lights around Gazebo	Warm White LED	R	130	\$910.00
<input type="checkbox"/>	Deluxe Wm White 14" LED	Four Pillar in front	Warm White LED	R	216	\$4,037.04
<b>Wreath</b>						
<input type="checkbox"/>	Deluxe Wm White 60" LED	Front of bldg. Peak	Warm White LED	R	1	\$661.27
<b>Bow</b>						
<input type="checkbox"/>	Red 12" w/gold wire trim	6 Bows needed for Gazebo Garland	Red + Gold	R	6	\$97.44
<input type="checkbox"/>	Red 24" w/gold wire trim	1 for the Wreath in front of the Bldg.	Red + Gold	R	1	\$28.59
<input type="checkbox"/>	Red 24" w/gold wire trim	4 needed for the garland	Red + Gold	R	4	\$114.36
<b>Electrical</b>						
<input type="checkbox"/>	Timer - Mechanical	Cost for 1 timer ( 3 possible )		R	1	\$41.58

<b>INITIAL PAYMENT OPTIONS: (based on incentive price)</b>		
Partial Down Payment	50.00%	\$5,114.79

Reinstallation Total	\$8,056.28
<b>*Less Loyalty Incentive</b>	<b>\$402.81</b>
New Items Total	\$2,576.10
<b>YOUR Total</b>	<b>\$10,229.57</b>

## Additional Items – If Desired

Category	Description	Location	Color	N/R	Qty	Total Price
<input type="checkbox"/>	Fascia C9 All N 1 LED	Pavillion Fascia	Warm White LED	R	138	\$739.68
<b>Tree/Shrub Light</b>						
<input type="checkbox"/>	T Canopy w/ Mini LED 6"	Wrapping 6 poles at Pavillion	Warm White LED	N	600	\$576.00
<b>Garland</b>						
<input type="checkbox"/>	4" Lit	Live Garland with lights at Pavillion	Warm White LED	R	110	\$770.00
<input type="checkbox"/>	4" Not Lit	Live Garland for 24 poles		R	600	\$3,600.00
<input type="checkbox"/>	4" Not Lit	Live Garland for 10 poles in park		R	250	\$1,500.00
<input type="checkbox"/>	Deluxe Unlit 14"	Unlit artifical Garland on 37 poles		N	925	\$9,361.00
<input type="checkbox"/>	Deluxe Unlit 14"	Unlit artifical Garland 15 poles in park		N	375	\$3,795.00
<input type="checkbox"/>	Deluxe Wm White 14" LED	Garland around Gazebo	Warm White LED	N	130	\$2,126.80
<b>Wreath</b>						
<input type="checkbox"/>	Deluxe Wm White 48" LED	Pavillion peak	Warm White LED	R	1	\$297.87
<b>Bow</b>						
<input type="checkbox"/>	Red 12" w/gold wire trim	24 Bows needed for poles	Red + Gold	R	24	\$389.76
<input type="checkbox"/>	Red 12" w/gold wire trim	10 Bows needed for poles in park	Red + Gold	R	10	\$162.40
<input type="checkbox"/>	Red 12" w/gold wire trim	1 needed for wreath at Pavillion	Red + Gold	R	1	\$16.24





## TREES

- Wrap 21 tree trunks up to lower branches: \$3,400
- Include tree trunks AND canvas wrap of all 21 trees: \$8,400

## ROOFLINE

- All 4 sides of community center: \$5,000
- Gazebo: \$300

## PILLARS

- Wrap 4 Large Pillars in pre-lit garland: \$3,600

Total Package with canvas wrap: **\$17,300**

Total Package with trunk only: **\$12,300**



LeClerc Display Co. Inc.  
Established 1964

Line	Quantity	Description	Unit Price	Line Total
		<b>Building</b>		
1	1	5' Lighted Wreath installed in peak. LED lighted and decorated	500.00	500.00
2	60'	Roofline lighting peak above columns - C7 LED clipped bulbs	8.00	480.00
3	4	Columns wrapped with an LED lighted pine garland and a large red velvet bow	400.00	1,600.00
4	1	Shrubbery flanking main entrance, north and south lighted - LED mini approx. 100'		1,100.00
		<b>Lawn Area</b>		
5	12	5' Snowflakes ground mounted and LED lighted in lawn both sides of monument sign, staggered (6 each side)	200.00	2,400.00
		<b>Parking lot &amp; park</b>		
6	14	Snowflakes mounted on the pedestrian street poles with a 20' pole wrap	150.00	2,100.00
		<b>Gazebo</b>		
7	120'	Gazebo top rail under roof overhang - scalloped LED C7 lighted pine garland with 14"x20" looped red bows	10.00	1,200.00
8	72'	Gazebo tier 2 upper rail under cupola - scalloped LED C7 lighted pine garland with 14"x20" looped red bows	10.00	720.00
			<b>Total</b>	<b>\$10,100.00</b>



LeClerc Display Co. Inc.  
Established 1964

Item 6B.



**Front of city hall, roofline lights and wreath:**  
\$10,000

**8 x 20-foot trees:**  
\$1,250 per tree. Choosing to decorate all 8 trees will give you a package discount of \$150 per tree.







<b>Features</b>	<b>Cost</b>
<b>Roofline and Pillars</b>	\$ 3,450.00
Red Mini Lights	
Roof - Warm White LED	
Warm White Mini	
<b>8 Trees</b>	\$ 5,600.00
Warm White Mini	
<b>Garland &amp; Wreath</b>	\$ 790.00
24" Bow	
30" Bow	
60" Wreath	
Pre-lit Garland 14" W x 9'L	
<hr/>	
<b>Total</b>	<b>\$ 9,840.00</b>







# City of Lathrup Village Holiday Proposal

Lucent Landscape and Lighting

sep2024



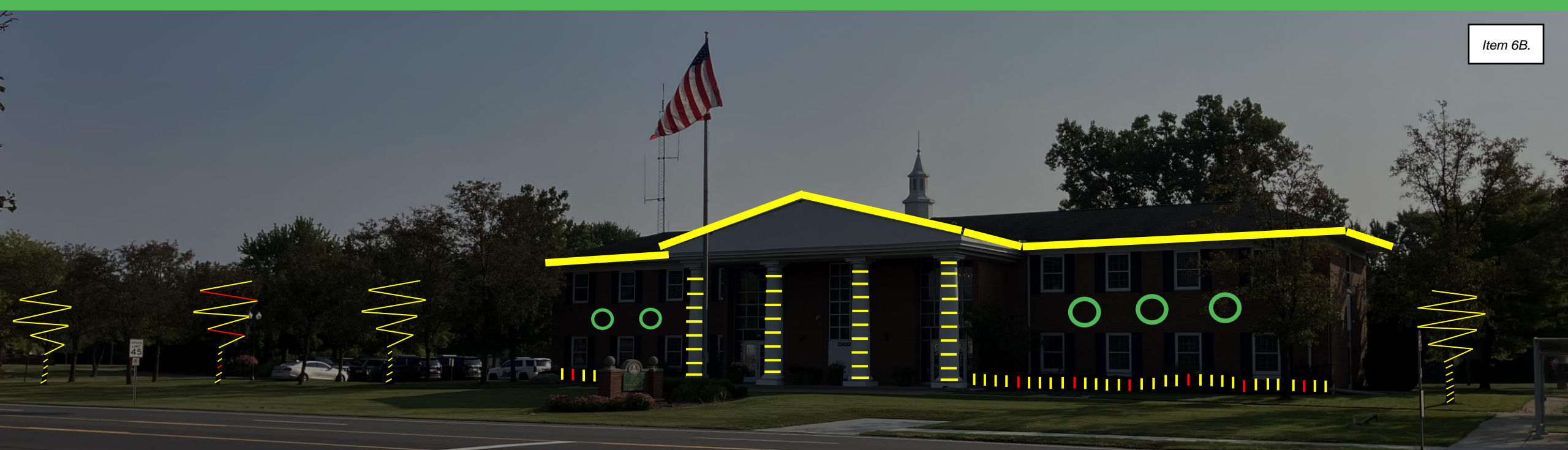
# Sections & Services

—  
East of Sidewalk

Around Sign

Employee Entrance

Gazebo



East of Sidewalk Design only  
Around Sign Design follows  
Red “sprinkled in”





# Roofline includes along Public Entrance



# Roofline includes along Police Station Entrance

# East of Sidewalk Itemized Quote

Description / Material	Quantity	Unit Price	Line Total
Line building Roofline in Warm White C9	1	2000	\$2,000
Wrap building Boxwoods in WW & R Minis	1	840	\$840
Wrap Columns in Warm White Minis	4	540	\$2,160
<b><u>Anchor</u></b> 36" WW Wreaths into Building	6	150	\$900
Wrap every other Tree in WW Minis	6	225	\$1,350
<b>Service Total</b>			<b>\$7,250</b>





# Around Sign Itemized Quote

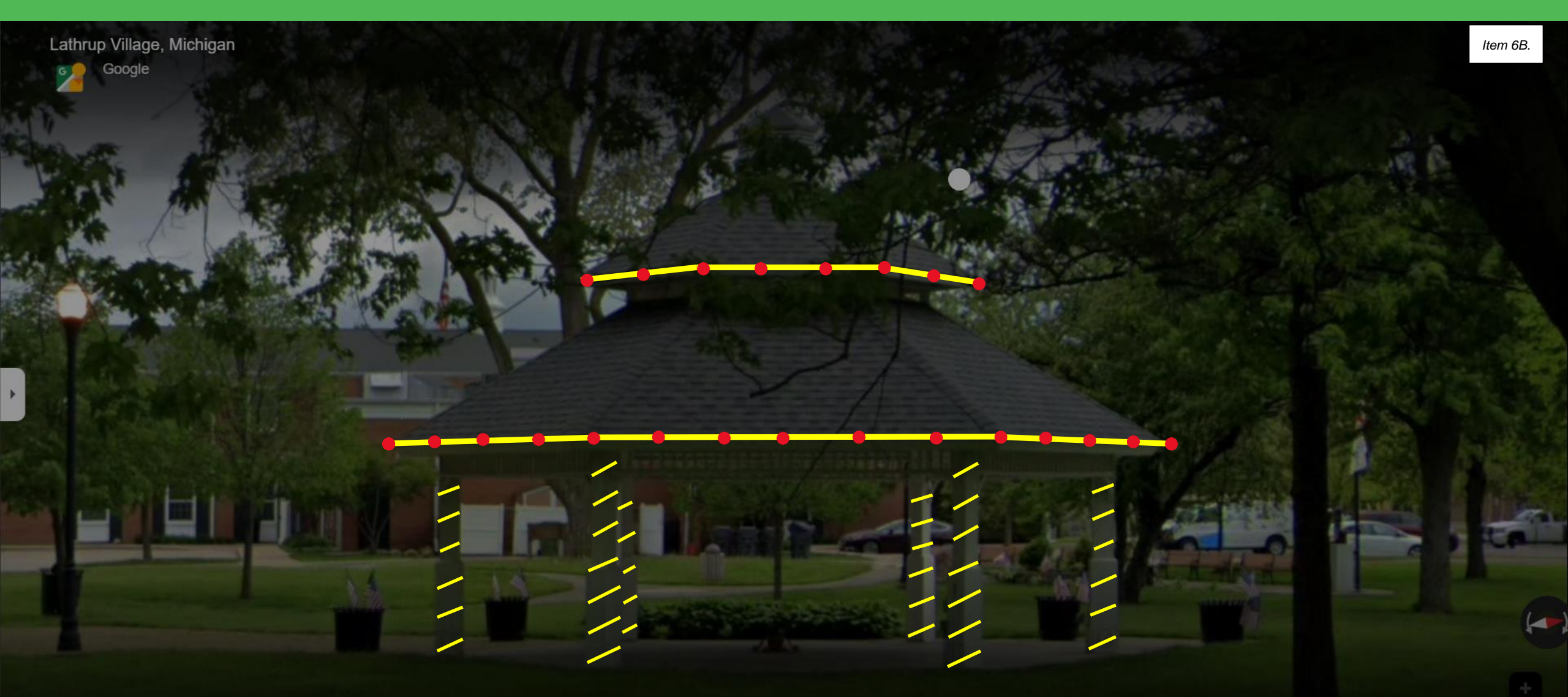
Description / Material	Quantity	Unit Price	Line Total
Line each side of Sign in WW Garland	4	150	\$600
Wrap Boxwoods at sign in WW & R Minis	1	180	\$180
Place 36" WW Light Bursts Around Sign	1	315	\$315
<b>Service Total</b>			<b>\$1,095</b>



STRICTLY CONFIDENTIAL

# Employee Entrance Itemized Quote

Description / Material	Quantity	Unit Price	Line Total
Wrap Trunk & Branches of Pine in WW	1	225	\$225
Hang 16" Red Spritzer Orbs from Pine	6	30	\$180
Accessories - Plugs, Timers, Cords, etc.	1	420	\$420
<b>Service Total</b>			<b>\$825</b>



# Gazebo Itemized Quote

Description / Material	Quantity	Unit Price	Line Total
Line Lower Gazebo Roofline in WW & Red	1	700	\$700
Wrap Gazebo Columns in WW Mini LEDs	1	450	\$450
<b>Service Total</b>			<b>\$1,150</b>



# Summary

East of Sidewalk

\$7,250

Around Sign

\$1,095

Employee Entrance

\$825

Gazebo

\$1,150

**Total**

**\$10,320**

plus applicable tax, and fees  
minus discounts offered in email

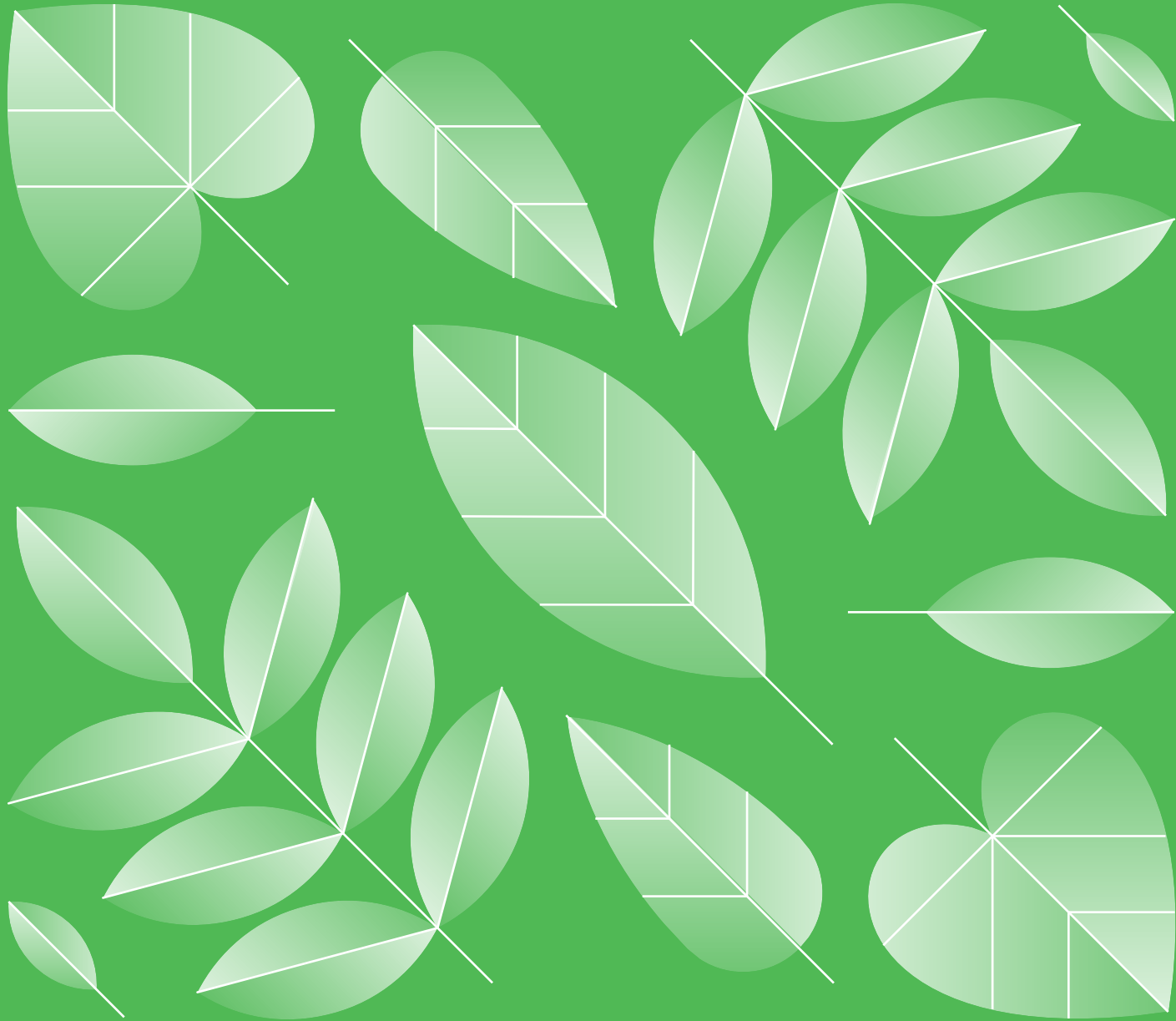


QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Line Building Roofline in 15" Spacing Warm White C9 LEDs	2000	\$2,000.00
1	Wrap Boxwoods along building in Warm White Mini LEDs	840	\$840.00
4	Wrap Columns in Warm White Mini LEDs	540	\$2,160.00
6	<u>Anchor</u> 36" Warm White Wreaths onto Building	150	\$900.00
6	Wrap every other Tree along Sidewalk in WW, R sprinkle 2	225	\$1,350.00
4	<u>Anchor</u> WW Garland into Tuck Point on each side of Sign	150	\$600.00
1	Wrap Boxwoods at Sign in Warm White & Red Minis	180	\$180.00
1	Place 36" Warm White Light Bursts Around Sign Flowerbed	315	\$315.00
1	Trunk & some Branches of Employee Entrance Pine in WW	225	\$225.00
6	Hang 16" Red Spritzer Orbs from Employee Entrance Pine	30	\$180.00
1	Line Upper & Lower Gazebo Rooflines in WW & Red C9	1	\$700.00
1	Wrap Gazebo Columns in Warm White & Red Mini LEDs	450	\$450.00
1	Accessories - Plugs, Outlets, Timers & Extension Cords	420	\$420.00
1	2024 Discount	-320	-\$320.00



CHECKS PLEASE TO LUCENT LANDSCAPE & LIGHTING  
**AND THANK YOU FOR YOUR BUSINESS!!**

SUBTOTAL	\$10,000.00
SALES TAX	\$600.00
BALANCE	\$10,600.00



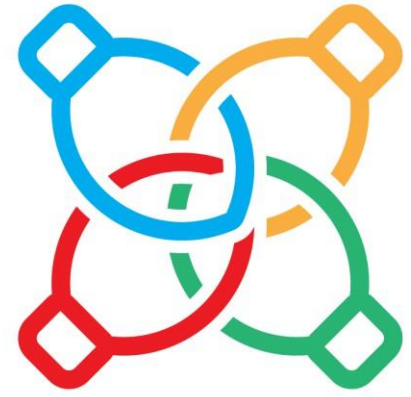
# Thank you



Lucent  
Landscape &  
Lighting

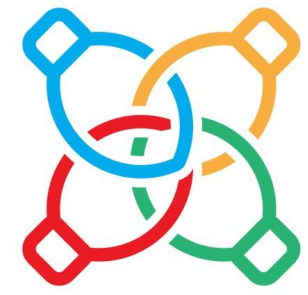


# **XPRESS HOLIDAY LIGHTING**



**XPRESS**  
HOLIDAY LIGHTING

## **Lathrup Village**



**X P R E S S**  
HOLIDAY LIGHTING

## ABOUT US

Xpress Holiday Lighting is a trusted Luxury provider of Holiday lighting installation for 20 years. Our team of experts offers personalized service to understand the specific lighting needs of our clients and provide tailored solutions.

We are committed to maintaining our position as an industry leader.

# XPRESS WAY IS DIFFERENT

COMMERCIAL PRODUCTS

We only use tested products with great warranties. Commercial Lights and Cords only.

TIMELINE

We will meet your timeline

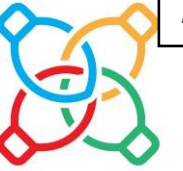
MAINTENANCE

Holiday Lighting needs Maintenance. We include a 24-48 Hour Fix Service. We have a team dedicated to this.

SATISFACTION GUARANTEED

Our goal is 5 stars service





**XPRESS**  
HOLIDAY LIGHTING

# MEET THE TEAM



**Paul Sassin**  
Owner/Operator



**Nick**  
Installer



**Josh Cates**  
Lead foreman



**Corrine**  
Assistant/Secretary



**Kalani**  
Installer



**Valente**  
Installer



**Austin**  
Lead Installer



Jennifer Thrift  
ChampagneWithSunshine.com

# Xpress Holiday Lighting

2576 Buckingham Avenue | Birmingham, Michigan 48009  
xpressholidaylighting@gmail.com | xpressholidaylighting.com

Item 6B.

## RECIPIENT:

### Lathrup Village

27400 Southfield Road  
Lathrup Village, MI 48076

<b>Quote #761</b>	
Sent on	_____
<b>Total</b>	<b>\$9,700.00</b>

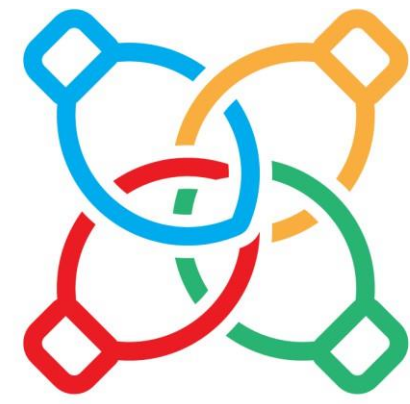
Product/Service	Description	Qty.	Unit Price	Total
Roof	Front Roofline and Sides of Main building	1	\$2,050.00	\$2,050.00
Berry Trees	21 Large Trees (10 on North Side and 11 on South Side) (25 Commercial Grade Strands per Tree)	21	\$250.00	\$5,250.00
Bushes	Bushes on each side of front door (estimated 25-30 Commercial Grade Strands on each side)	2	\$375.00	\$750.00
Small Tree	1 tree on each side of front door.	2	\$150.00	\$300.00
Wreath	4 Wreaths with Lights on sign	4	\$75.00	\$300.00
Bushes	Bushes behind the sign	1	\$200.00	\$200.00
Takedown	Timely Removal of Lighting, 24-48 Hour Fix Service, Cords and Timer Rental.	1	\$850.00	\$850.00

20XX

Pitch Deck



THANK YOU



**XPRESS**  
HOLIDAY LIGHTING



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

## MEMORANDUM

To: LVDDA Board of Directors  
 From: Austin Colson, CED/DDA Director  
 Date: October 18, 2024  
 RE: Department/Director Report

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

### Upcoming DDA Events

- MSOC AI for Small Businesses Workshop: October 22<sup>nd</sup>, 8:30am – 11:00am (Location: Waterford)
- Southfield and Lathrup Village Veterans Day Ceremony: November 8<sup>th</sup>, 11am (Location: Southfield)
- Light Up Michigan First: November 25<sup>th</sup>, 5:30-8:00pm (Location: Lathrup Village)
- Holiday Business Mixer: December 4<sup>th</sup>, 4 – 6:00pm (Location: Oak Park)
- Winter Family Night: December 6<sup>th</sup>, 6-8:00pm (Location: City Hall)
- Business Training - Art of Giving Great Service: February 4<sup>th</sup>, 9am – 1pm (Location: Oak Park)

### Past DDA Events

- Morning Business Mixer: May 14<sup>th</sup>, 8 -10:00am (Location: Southfield)
- Plant Swap: May 18<sup>th</sup>, LV Pavilion
- Southfield Road Corridor Clean-up: June 8<sup>th</sup>
- Juneteenth Celebration: Unity in the Community, June 14<sup>th</sup>/15<sup>th</sup> Social Media/Marketing
- Lathrup Village Music Festival: August 10<sup>th</sup>, Noon-11:00am (Location: Lathrup Village)
- Summer in the Village – Back to School Rally: August 16<sup>th</sup>, 6 – 8:00pm (Location: Lathrup Village)
- Main Street Oakland County Workshop – Search Engine Optimization: September 24<sup>th</sup> (Location: Waterford)
- Business Beautification Workshop: September 25<sup>th</sup>, 5 – 7:00pm (Location: Oak Park)
- Oakland County Board of Directors Training: October 3<sup>rd</sup>, 6 – 8:00pm (Location: Waterford)
- Oakland County Community Showcase: October 18<sup>th</sup>, 7:30 – 10:00am (Location: Novi)





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### Business/Property Updates

- 26600 Southfield Road (Holbrook Auto) – Interior buildout auto parts store.
- 26780 Southfield Road – Installation of new roof.
- 27000 Southfield Road – Parking lot resurfacing.
- 27651 Southfield Road – Installation of new wall sign.

### Infrastructure

- None

### Miscellaneous

- Flowers and shrubs ordered from Steinkopf Nursery were installed around the entrances of city hall on September 21<sup>st</sup> by volunteers.
- Twelve trees from Wildtype Nursery were installed on October 1<sup>st</sup> and 2<sup>nd</sup> in Annie Lathrup Park and City Hall grounds.
- Introduced the qualities of living, working, and investing in Lathrup Village at Oakland County Community Showcase.
- The Southfield Veterans Commission is planning to honor any resident of Southfield or Lathrup Village who has served in any branch of the United States Armed Forces during their Veterans Day Ceremony on November 8<sup>th</sup> at 11:00am. Any veteran who would like to be recognized at the ceremony is requested to email [communityrelations@cityofsouthfield.com](mailto:communityrelations@cityofsouthfield.com) with their name, branch of service, rank and any other service details or accolades that they would like included. All veteran tribute recognitions received by Monday, November 4, 2024, will be included during the program.