

Downtown Development Authority

Friday, January 16, 2026 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
 - [A.](#) November Meeting Minutes
5. **Consent Agenda**
 - [A.](#) Monthly Financial Reports
 - [B.](#) Monthly Code Enforcement Report
6. **Public Comment (*speakers are limited to 3 minutes*)**
7. **Old Business**
8. **New Business**
 - [A.](#) 2026 Meeting Dates
 - [B.](#) 2025 DDA Annual Report
 - [C.](#) DDA Mid-Year Budget Amendments
 - [D.](#) LVMF Performance Agreement - Boddum Line Band
 - [E.](#) LVMF Performance Agreement - Cast Iron Cornbread
 - [F.](#) LVMF Performance Agreement - Thornetta Davis
 - [G.](#) Update – DDA-Owned Parcel at 27907 California Dr.
9. **DDA Director Report**

A. Monthly Director Report

10. **Adjourn**

Downtown Development Authority Meeting**Friday, November 21, 2025****Meeting Minutes****12:05 PM: Call to Order.****Roll Call**

Present: Prime, Fred; Shermeyer, Pam; Green, Alex; Jones, Charlotte; Garrett, Kelly; Greene, Mike; Colson, Austin.

Absent: Felton, Patricia; Sugg, Dan.

Mike Greene makes a motion to excuse the absences of Dr. Felton and Dan Sugg, seconded by Pam Shermeyer. Motion is passed unanimously

12:05 PM: Approval of Agenda

Mike Greene moves to approve the Agenda. Kelly Garratt Seconds. Motion passes unanimously.

12:05 PM: Approval of Meeting Minutes

Pam Shermeyer makes a motion to approve the minutes, adding that they were the most thorough minutes she's ever read. Bruce Kantor seconds. Motion passes unanimously.

12:05 PM: Consent Agenda

Kelly Garrett makes a motion to approve the Consent Agenda. Mike Greene seconds. Motion passes unanimously.

12:05 PM: Public Comment

No public comment.

12:05 PM: Old Business

None.

12:06 PM: New BusinessWinter Festival Updates

DDA Director Colson presents updates to the Winter Festival. On Friday December 5th in the Community Center at City Hall, the DDA will be hosting its second annual winter festival. Feedback from the community was received and DDA staff determined a second festival would be beneficial. DDA Director Colson asks the board members to attend, whether they volunteer or attend as guests. There will be 9 community organizations hosting tables, including Southfield Public Library, Southfield Fire Department, Lathrup Nature Group, Lathrup Village Chamber of Commerce, Lathrup Village Parks and Recreation, Community Partner Chase Bank, Community Members Lauren Beras and Loretta DeLoach have their own respective tables, and the DDA will have a table as well. Last year's event saw over 70 guests and over 12 dozen cookies from the DDA table be made during the event, and this year's event is expected to have a much bigger turnout. Nothing to vote on with this matter- just informative.

Snow Removal Contracts

The DDA bid out this year's Snow Removal Contract and reached out to five companies, receiving three bids. This is for 11 Mile Road from Lathrup Blvd. to Evergreen, and the sidewalks along the overpasses. A memo is presented to the DDA Board. The three bids are from Express Snow Removal, Royal Maintenance Group, and Paradise Gardens. Each one providing their own package. Express Snow Removal provided a flat rate per event, which would come out to approximately \$1800 per snow event. Royal Maintenance Group provided an all-inclusive package of \$3600 for all snow services, including salt. Paradise Gardens initial cost would \$1600 for each snow event at 1-6 inches of snow. A per event breakdown, assuming there will be as many events as last year (12 events), Paradise comes out as the most cost-efficient option. Paradise is also the cities landscape contractor, so their work is well known with city staff and residents. Paradise was our contractor last year, but that was a different process that was not bid out, due to the cities longtime contractor backing out at the last minute. Due to necessity, Paradise was asked and agreed to extend their landscape services to the snow removal, and this year they put in a formal bid to continue their work. DDA Director Colson notes that many contractors are scaling back their snow removal services.

Mayor Garrett asks for more details on the package provided by Royal Maintenance Group. They would offer the city a 1-2 hour response time with their Gold Tier Package that also includes salt with their snow removal. Mayor Garrett also inquires about the response time from Paradise. DDA Director Colson notes that Paradise is on top of it, being on scene before 8 AM for early morning snowfall events and on scene as soon as possible during daytime and evening snowfall events.

Pam Shermyer inquires about what Paradise would do or charge for a 5-inch event. DDA Director Colson explains the price tiers that Paradise offers: \$721 under 5 inches, \$824 for 6-8 inches, and \$927 for 8-10 inches. Paradise also salts at our request, so it's not something they will do and charge the city for later.

Alex Green inquires about Lathrup doing its own snow removal or partnering with Southfield, but DDA Director Colson elaborates that Lathrup's DPW does clear snow in the City Hall parking lot, but a partnership with Southfield had not been considered due to fears of pricing. However, DDA staff is open to that conversation next year. City Administrator Greene adds to explain that Lathrup Village contracts its DPW services, and having them handle this task incurs a greater price on the city and the tasks for the DPW would significantly limit their abilities to complete this particular task.

Mayor Garrett will make a motion to authorize the DDA director to enter into a contract for snow removal services with Paradise Gardens for the 2025/26 winter season. Motion is seconded by Pam Shermyer. Motion is passed unanimously.

27907 California Dr. – Proposed Purchase Agreement

DDA Director Colson provides updates to the purchase agreement presented at the October DDA Meeting. A formal offer was made on the property but the offer was too high, and the buyer stepped back without providing a counteroffer, stating it was far beyond their budget. DDA and City staff were left to wonder what else they could do with the lot, and now comes to the Board to get their opinion. Both the Board and Staff want the lot off the books, but the question becomes do they want to sell it at market value, or is getting it off the books good enough? The intention is to get the best use out of the lot, not just sell it.

Both Fred Prime and Alex Green ask why the city couldn't lease the property, and while staff are open to the idea now, initially it was because the city did not want to become a landlord or property manager. The proposed purchaser was open to the idea of a land lease agreement with the city.

Discussion that follows offers more context to the situation, including a brief history of the lot and how the DDA came to acquire it. The bottom line is that the proposed plan, as it is, will not provide heavy development on the lot and will provide superior stormwater management, as well as provide a public good to the community, in the opinion of the DDA Board. The Board believes that this business would be a fantastic and unique addition to the city, and advises DDA and city staff to begin negotiating a lease agreement that benefits both the applicant and the city.

12:35 PM: DDA Director Report

DDA Director Colson presents:

On Saturday, November 29 at 11 am, Oakland THRIVE is hosting a Small Business Social in conjunction with the Southfield Area Chamber of Commerce, with the intention of helping small business owners to create a clear strategic plan for 2026.

On December 5, the Lathrup DDA is hosting the second annual Winter Festival and Tree Lighting at the Community Center, alongside 8 other community members and partner organizations.

Boys2Men Youth Mentoring is hosting a Toy Drive that goes until Friday, December 12. The Lathrup Village DDA is partnering with Boys2Men to collect toys- collections will be accepted on a table in front of the Police Department, or at the Boys2Men headquarters. On Thursday, December 18th, Boys2Men and the Lathrup DDA will be hosting a toy wrapping event at the community center at 5 pm. All are invited to attend to help wrap gifts for underprivileged kids, regardless of wrapping experience or expertise.

Business/Property Updates

27000 Southfield Road (Discount Tire) – Interior buildout of updates to showroom are ongoing.

26780 Southfield Road (Holy Burger) – Business license application for new burger restaurant received and is under review.

27651 Southfield Road (Middle Eats) – Received site plan approval at the November Planning Commission meeting to expand their dining room by 1,900 sq. ft. into the adjacent tenant space.

Infrastructure

Ongoing installation of two electric vehicle (EV) charging stations in the City Hall parking lot.

Installation of HAWK (high-intensity activated crosswalk) on Southfield Road between Kilbirnie and Margate Streets is ongoing.

Miscellaneous

Staff is currently drafting a grant application proposing traffic-calming improvements along 11 Mile Road at the intersections of Lathrup Boulevard and Southfield Road through Main Street America's "GM on Main" grant program. These improvements are intended to increase pedestrian safety, support walkability, and strengthen the overall function and appeal of the City's downtown corridor. The "GM on Main" Street Grant Program aims to enhance downtowns through transformative and innovative road-safety initiatives in communities located near General Motors facilities

12:52 PM: Adjournment

Mike Greene makes a motion to adjourn the meeting. Pam Shermeyer seconds. Meeting is adjourned.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-001.006 FLAGSTAR (POOLED) CASH-CHECKING						
Journal CD: CD						
154522	12/09/2025	Check: FPOOL 52084	52084	494-000.000-202.000		5,000.00
154741	12/15/2025	Check: FPOOL 52123	52123	Multiple		1,525.00
154750	12/15/2025	Check: FPOOL 52132	52132	494-000.000-202.000		9,940.00
154752	12/15/2025	Check: FPOOL 52134	52134	Multiple		107.70
154771	12/15/2025	Check: FPOOL 52153	52153	Multiple		3,360.49
154805	12/16/2025	Check: FPOOL 26	26(A)	Multiple		9,833.96
154984	12/29/2025	Check: FPOOL 52167	52167	Multiple		113.11
154986	12/29/2025	Check: FPOOL 52169	52169	Multiple		1,214.35
154997	12/29/2025	Check: FPOOL 52180	52180	Multiple		295.00
155003	12/29/2025	Check: FPOOL 52186	52186	Multiple		107.70
Journal Totals					0.00	31,497.31
Journal DTDF: DUE TO/DUE FROM						
154870	12/19/2025	MONTHLY CREDIT CARD EXPENSE	17724	Multiple		284.65
Journal Totals					0.00	284.65
Journal GJ: GJ						
154459	12/03/2025	MERS POSTING-PD DEFINED BENEF	17681	Multiple		1,246.35
154490	12/05/2025	INTERFUND DUE-TO/DUE-FROM	17689	Multiple		503,175.15
154548	12/10/2025	OC MONTHLY DELQ PPTAX 11/2025	17701	Multiple	5,820.07	
154867	12/15/2025	TAX DISTRIBUTION (THRU 12/15/2	17722	Multiple	15,320.48	
154931	12/29/2025	INTERFUND DUE-TO/DUE-FROM	17728	Multiple		4,155.25
155242	12/31/2025	TAX DISTRIBUTION (THRU 12/31/2	17806	Multiple	2,500.52	
Journal Totals					23,641.07	508,576.75
Totals for 494-000.000-001.006					23,641.07	540,358.71
Balance 12/01/25:				952,984.60		
Net Change:				(516,717.64)		
Balance 12/31/25:				436,266.96		
494-000.000-016.006 MBIA CLASS TRUST (POOLED) CASH						
Journal DTDF: DUE TO/DUE FROM						
154488	12/05/2025	CORRECT POOLED CASH AT MI CLAS	17688	Multiple	500,000.00	
Journal Totals					500,000.00	0.00
Journal GJ: GJ						
155105	12/31/2025	MONTHLY INTEREST POSTING- 12/3	17756	Multiple	1,740.92	
155106	12/31/2025	TO REVERSE MANUAL JOURNAL ENTR	17757	Multiple		1,740.92
155107	12/31/2025	MONTHLY INTEREST POSTING- 12/3	17758	Multiple	1,740.92	
Journal Totals					3,481.84	1,740.92
Totals for 494-000.000-016.006					503,481.84	1,740.92
Balance 12/01/25:				0.00		
Net Change:				501,740.92		
Balance 12/31/25:				501,740.92		
494-000.000-084.101 DUE FROM GENERAL FUND						
Journal GJ: GJ						
154490	12/05/2025	INTERFUND DUE-TO/DUE-FROM	17689	Multiple		3,715.42
Journal Totals					0.00	3,715.42
Totals for 494-000.000-084.101					0.00	3,715.42
Balance 12/01/25:				3,715.42		
Net Change:				(3,715.42)		
Balance 12/31/25:				0.00		
494-000.000-084.203 DUE FROM LOCAL ROADS						
Journal GJ: GJ						
154931	12/29/2025	INTERFUND DUE-TO/DUE-FROM	17728	Multiple		9,940.00
Journal Totals					0.00	9,940.00
Totals for 494-000.000-084.203					0.00	9,940.00
Balance 12/01/25:				9,940.00		
Net Change:				(9,940.00)		
Balance 12/31/25:				0.00		
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
154521	12/04/2025	LUCENT LANDSCAPE & LIGHTINGVnd	H25-09	494-000.000-844.000		5,000.00
155359	12/04/2025	STATE OF MICHIGANVnd: ST MICH	12.04.25	494-000.000-970.000		3,571.08
154956	12/08/2025	GIFFELS-WEBSTER ENG INCVnd: GW	136471	494-000.000-970.000		295.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
154938	12/09/2025	BLUE CARE NETWORKVnd: BLUECARE	253430074767	Multiple		113.11
154669	12/15/2025	MISSIONSQUARE - 803046Vnd: MIS	6147436	Multiple		107.70
155358	12/15/2025	STANDARD INSURANCE COMPANYVnd: 12.15.25		Multiple		68.00
155337	12/22/2025	MANER COSTERISANVnd: MANERCOST	76715	Multiple		21.66
154216	12/31/2025	BLUE CARE NETWORKVnd: BLUECARE	253120079615	Multiple		113.11
154217	12/31/2025	BLUE CARE NETWORKVnd: BLUECARE	253120057518	Multiple		1,201.80
154971	12/31/2025	MISSIONSQUARE - 803046Vnd: MIS	6986242	Multiple		107.70
Journal Totals					0.00	10,599.16
Journal CD: CD						
154522	12/09/2025	Check: FPOOL 52084	52084	494-000.000-001.006	5,000.00	
154741	12/15/2025	Check: FPOOL 52123	52123	Multiple	1,525.00	
154750	12/15/2025	Check: FPOOL 52132	52132	494-000.000-001.006	9,940.00	
154752	12/15/2025	Check: FPOOL 52134	52134	Multiple	107.70	
154771	12/15/2025	Check: FPOOL 52153	52153	Multiple	3,360.49	
154805	12/16/2025	Check: FPOOL 26	26(A)	Multiple	9,833.96	
154984	12/29/2025	Check: FPOOL 52167	52167	Multiple	113.11	
154986	12/29/2025	Check: FPOOL 52169	52169	Multiple	1,214.35	
154997	12/29/2025	Check: FPOOL 52180	52180	Multiple	295.00	
155003	12/29/2025	Check: FPOOL 52186	52186	Multiple	107.70	
Journal Totals					31,497.31	0.00
Totals for 494-000.000-202.000					31,497.31	10,599.16
Balance 12/01/25:				23,344.54		
Net Change:				(20,898.15)		
Balance 12/31/25:				2,446.39		
494-000.000-214.101 DUE TO GENERAL FUND						
Journal DTDF: DUE TO/DUE FROM						
154488	12/05/2025	CORRECT POOLED CASH AT MI CLAS	17688	Multiple		500,000.00
Journal Totals					0.00	500,000.00
Journal GJ: GJ						
151711	12/01/2025	12/2025 DEPT HEAD DEF COMP MAT	17296	Multiple		187.53
153574	12/01/2025	TO REVERSE MANUAL JOURNAL ENTR	17572	Multiple	187.53	
154490	12/05/2025	INTERFUND DUE-TO/DUE-FROM	17689	Multiple	506,890.57	
154931	12/29/2025	INTERFUND DUE-TO/DUE-FROM	17728	Multiple	14,095.25	
Journal Totals					521,173.35	187.53
Journal PR: Payroll						
154589	12/11/2025	1st PAY IN December	17710	Multiple		6,903.45
154913	12/26/2025	2ND PAY IN December	17727	Multiple		7,191.80
Journal Totals					0.00	14,095.25
Totals for 494-000.000-214.101					521,173.35	514,282.78
Balance 12/01/25:				6,890.57		
Net Change:				(6,890.57)		
Balance 12/31/25:				0.00		
494-000.000-407.000 TIFA-CAPTURE TAXES						
Journal GJ: GJ						
154867	12/15/2025	TAX DISTRIBUTION (THRU 12/15/2	17722	Multiple		15,320.48
155242	12/31/2025	TAX DISTRIBUTION (THRU 12/31/2	17806	Multiple		2,507.04
Journal Totals					0.00	17,827.52
Totals for 494-000.000-407.000					0.00	17,827.52
Balance 12/01/25:				432,861.91		
Net Change:				17,827.52		
Balance 12/31/25:				450,689.43		
494-000.000-409.000 DELQ PERSONAL PROPERTY REVENUE						
Journal GJ: GJ						
154548	12/10/2025	OC MONTHLY DELQ PPTAX 11/2025	17701	Multiple		5,820.07
Journal Totals					0.00	5,820.07
Totals for 494-000.000-409.000					0.00	5,820.07
Balance 12/01/25:				6,642.47 DR		
Net Change:				5,820.07		
Balance 12/31/25:				822.40 DR		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-410.000 TAX COLLECTED OTHER						
Journal GJ: GJ						
155242	12/31/2025	TAX DISTRIBUTION (THRU 12/31/2	17806	Multiple	6.52	
Journal Totals					6.52	0.00
Totals for 494-000.000-410.000					6.52	0.00
Balance 12/01/25:				35,018.83		
Net Change:				(6.52)		
Balance 12/31/25:				35,012.31		
494-000.000-665.000 INVESTMENT INTEREST						
Journal GJ: GJ						
155105	12/31/2025	MONTHLY INTEREST POSTING- 12/3	17756	Multiple		1,740.92
155106	12/31/2025	TO REVERSE MANUAL JOURNAL ENTR	17757	Multiple	1,740.92	
155107	12/31/2025	MONTHLY INTEREST POSTING- 12/3	17758	Multiple		1,740.92
Journal Totals					1,740.92	3,481.84
Totals for 494-000.000-665.000					1,740.92	3,481.84
Balance 12/01/25:				13,639.54		
Net Change:				1,740.92		
Balance 12/31/25:				15,380.46		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
154589	12/11/2025	1st PAY IN December	17710	Multiple	5,397.73	
154913	12/26/2025	2ND PAY IN December	17727	Multiple	5,397.73	
Journal Totals					10,795.46	0.00
Totals for 494-000.000-701.000					10,795.46	0.00
Balance 12/01/25:				48,579.57		
Net Change:				10,795.46		
Balance 12/31/25:				59,375.03		
494-000.000-702.000 SALARIES PART-TIME						
Journal PR: Payroll						
154589	12/11/2025	1st PAY IN December	17710	Multiple	1,025.00	
154913	12/26/2025	2ND PAY IN December	17727	Multiple	1,293.75	
Journal Totals					2,318.75	0.00
Totals for 494-000.000-702.000					2,318.75	0.00
Balance 12/01/25:				9,775.00		
Net Change:				2,318.75		
Balance 12/31/25:				12,093.75		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
154938	12/09/2025	BLUE CARE NETWORKEMPLOYEE TAXE	253430074767	Multiple	113.11	
154669	12/15/2025	MISSIONSQUARE - 803046EMPLOYEE	6147436	Multiple	107.70	
155358	12/15/2025	STANDARD INSURANCE COMPANYEMPL	12.15.25	Multiple	68.00	
154216	12/31/2025	BLUE CARE NETWORKEMPLOYEE TAXE	253120079615	Multiple	113.11	
154217	12/31/2025	BLUE CARE NETWORKEMPLOYEE TAXE	253120057518	Multiple	1,201.80	
154971	12/31/2025	MISSIONSQUARE - 803046EMPLOYEE	6986242	Multiple	107.70	
Journal Totals					1,711.42	0.00
Journal GJ: GJ						
151711	12/01/2025	12/2025 DEPT HEAD DEF COMP MAT	17296	Multiple	187.53	
153574	12/01/2025	TO REVERSE MANUAL JOURNAL ENTR	17572	Multiple		187.53
154459	12/03/2025	MERS POSTING-PD DEFINED BENEFA	17681	Multiple	1,246.35	
Journal Totals					1,433.88	187.53
Journal PR: Payroll						
154589	12/11/2025	1st PAY IN December	17710	Multiple	480.72	
154913	12/26/2025	2ND PAY IN December	17727	Multiple	500.32	
Journal Totals					981.04	0.00
Totals for 494-000.000-703.000					4,126.34	187.53
Balance 12/01/25:				20,604.80		
Net Change:				3,938.81		
Balance 12/31/25:				24,543.61		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-810.000 AUDITING & ACCOUNTING						
Journal AP: AP						
155337	12/22/2025	MANER COSTERISANAUDITING & ACC 76715		Multiple	21.66	
Journal Totals					21.66	0.00
Totals for 494-000.000-810.000					21.66	0.00
Balance 12/01/25:				701.51		
Net Change:				21.66		
Balance 12/31/25:				723.17		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
154521	12/04/2025	LUCENT LANDSCAPE & LIGHTINGMAI H25-09		494-000.000-202.000	5,000.00	
Journal Totals					5,000.00	0.00
Totals for 494-000.000-844.000					5,000.00	0.00
Balance 12/01/25:				5,489.28		
Net Change:				5,000.00		
Balance 12/31/25:				10,489.28		
494-000.000-846.000 MUSIC FESTIVAL EXP						
Journal DTDF: DUE TO/DUE FROM						
154870	12/19/2025	MONTHLY CREDIT CARD EXPENSE	17724	Multiple	284.65	
Journal Totals					284.65	0.00
Totals for 494-000.000-846.000					284.65	0.00
Balance 12/01/25:				23,188.08		
Net Change:				284.65		
Balance 12/31/25:				23,472.73		
494-000.000-970.000 CAPITAL EXPENDITURE						
Journal AP: AP						
155359	12/04/2025	STATE OF MICHIGANCAPITAL EXPEN 12.04.25		494-000.000-202.000	3,571.08	
154956	12/08/2025	GIFFELS-WEBSTER ENG INCCAPITAL 136471		494-000.000-202.000	295.00	
Journal Totals					3,866.08	0.00
Totals for 494-000.000-970.000					3,866.08	0.00
Balance 12/01/25:				47,445.96		
Net Change:				3,866.08		
Balance 12/31/25:				51,312.04		

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH INCREASE	12/31/2025 (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000.000								
494-000.000-407.000	TIFA-CAPTURE TAXES	422,500.00	450,689.43	17,827.52	(28,189.43)	106.67		
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	0.00	(822.40)	5,820.07	822.40	100.00		
494-000.000-410.000	TAX COLLECTED OTHER	38,000.00	35,012.31	(6.52)	2,987.69	92.14		
494-000.000-415.000	MISCELLANEOUS REVENUE	23,000.00	0.00	0.00	23,000.00	0.00		
494-000.000-446.000	INVESTMENT INTEREST	40,000.00	0.00	0.00	40,000.00	0.00		
494-000.000-543.000	FEDERAL/STATE GRANTS	0.00	2,500.00	0.00	(2,500.00)	100.00		
494-000.000-569.000	OTHER STATE GRANTS	0.00	161.56	0.00	(161.56)	100.00		
494-000.000-614.000	MUSIC FEST REV	10,000.00	8,463.00	0.00	1,537.00	84.63		
494-000.000-615.000	MAIN STREET REVENUES	0.00	8,000.00	0.00	(8,000.00)	100.00		
494-000.000-665.000	INVESTMENT INTEREST	0.00	15,380.46	1,740.92	(15,380.46)	100.00		
Total Dept 000.000		533,500.00	519,384.36	25,381.99	14,115.64	97.35		
TOTAL REVENUES		533,500.00	519,384.36	25,381.99	14,115.64	97.35		
Expenditures								
Dept 000.000								
494-000.000-701.000	SALARIES FULL-TIME	130,000.00	59,375.03	10,795.46	70,624.97	45.67		
494-000.000-702.000	SALARIES PART-TIME	28,000.00	12,093.75	2,318.75	15,906.25	43.19		
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	40,000.00	24,543.61	3,938.81	15,456.39	61.36		
494-000.000-722.000	LEGAL SERVICES	900.00	325.00	0.00	575.00	36.11		
494-000.000-726.000	OFFICE SUPPLIES	3,500.00	41.32	0.00	3,458.68	1.18		
494-000.000-802.000	TAX TRIBUNAL RETURNS	0.00	82,148.44	0.00	(82,148.44)	100.00		
494-000.000-810.000	AUDITING & ACCOUNTING	2,500.00	723.17	21.66	1,776.83	28.93		
494-000.000-822.000	TRAINING/MEMBERSHIP	5,000.00	350.00	0.00	4,650.00	7.00		
494-000.000-844.000	MAIN STREET PROGRAM	12,500.00	10,489.28	5,000.00	2,010.72	83.91		
494-000.000-845.000	STREETSCAPING	20,500.00	24,941.96	0.00	(4,441.96)	121.67		
494-000.000-846.000	MUSIC FESTIVAL EXP	10,000.00	23,472.73	284.65	(13,472.73)	234.73		
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	9,855.85	0.00	5,444.15	64.42		
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	411.10	0.00	1,588.90	20.56		
494-000.000-901.000	POSTAGE FEES	250.00	0.00	0.00	250.00	0.00		
494-000.000-933.000	REPAIRS & MAINTENANCE	64,500.00	0.00	0.00	64,500.00	0.00		
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	24,000.00	8,625.73	0.00	15,374.27	35.94		
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	40,000.00	0.00	0.00	40,000.00	0.00		
494-000.000-970.000	CAPITAL EXPENDITURE	100,000.00	51,312.04	3,866.08	48,687.96	51.31		
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		528,950.00	308,709.01	26,225.41	220,240.99	58.36		
TOTAL EXPENDITURES		528,950.00	308,709.01	26,225.41	220,240.99	58.36		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		533,500.00	519,384.36	25,381.99	14,115.64	97.35		
TOTAL EXPENDITURES		528,950.00	308,709.01	26,225.41	220,240.99	58.36		
NET OF REVENUES & EXPENDITURES		4,550.00	210,675.35	(843.42)	(206,125.35)	4,630.23		

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY		PERIOD ENDED	PERIOD ENDED
GL Number	Description	12/31/2024	12/31/2025
*** Assets ***			
494-000.000-001.006	FLAGSTAR (POOLED) CASH-CHECKING	0.00	436,266.96
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,273,186.57	0.00
494-000.000-016.006	MBIA CLASS TRUST (POOLED) CASH	0.00	501,740.92
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	9,697.14	9,697.14
494-000.000-084.101	DUE FROM GENERAL FUND	3,846.45	0.00
494-000.000-141.001	INFRASTRUCTURE	640,945.69	1,080,071.69
494-000.000-177.000	NON DEPRECIABLE-CAPITAL ASSETS	27,972.00	73,631.00
494-000.000-177.001	DEPRECIABLE ASSETS	75,432.25	75,432.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(277,782.22)	(340,808.22)
Total Assets		1,753,297.88	1,836,031.74
*** Liabilities ***			
494-000.000-202.000	ACCOUNTS PAYABLE	0.00	2,446.39
494-000.000-214.101	DUE TO GENERAL FUND	54,089.66	0.00
Total Liabilities		54,089.66	2,446.39
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE-UNASSIGNED	1,437,734.34	1,622,910.00
Total Fund Balance		1,437,734.34	1,622,910.00
Beginning Fund Balance		1,437,734.34	1,622,910.00
Net of Revenues VS Expenditures		261,473.88	210,675.35
Ending Fund Balance		1,699,208.22	1,833,585.35
Total Liabilities And Fund Balance		1,753,297.88	1,836,031.74

DDA Code Enforcement Report December 2025

Address	Property Owner	Violation	Category	Status
18350 RAINBOW DR	PROTAS, MARK JASON	REMOVE ALL CUT BRANCHES FROM CITY RIGHT OF WAY	Debris	Complied

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: REMOVE ALL CUT BRANCHES FROM CITY RIGHT OF WAY

302.1 Sanitation

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

INSPECTOR COMMENTS: REMOVE ALL CUT BRANCHES FROM CITY RIGHT OF WAY

17517 W 12 MILE RD	HUNTINGTON BANK	OPERATING WITHOUT BUSINESS LICENSE - BUSINESS LICENSE REQUIRED	Operating Without Business License	Letter Sent
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Sec. 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 - BUSINESS LICENSE REQUIRED

27208 SOUTHFIELD RD Ste	LATHFIELD INVESTMENTS LLC	ALL LIGHTING APPARATUS USED FOR OUTSIDE ILLUMINATION SHALL DIRECT ALL LIGHT DOWNWARD AND SHALL BE SO CONSTRUCTED AS TO PREVENT THE DIRECTED LIGHT FROM EXTENDING BEYOND THE LOT BEING ILLUMINATED.	Outside Illumination Violation	Letter Sent
		NO LIGHT SOURCE SHALL CAUSE OR PERMIT DIRECT, INDIRECT, OR REFLECTED LIGHT TO EXTEND BEYOND THE LOT UPON WHICH IT IS PLACED SO AS TO BE ANNOYING TO ANY OCCUPANT OF A NEIGHBORING LOT WHO IS OF ORDINARY		

DDA Code Enforcement Report December 2025

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

INSPECTOR COMMENTS: ALL LIGHTING APPARATUS USED FOR OUTSIDE ILLUMINATION SHALL DIRECT ALL LIGHT DOWNWARD AND SHALL BE SO CONSTRUCTED AS TO PREVENT THE DIRECTED LIGHT FROM EXTENDING BEYOND THE LOT BEING ILLUMINATED.

NO LIGHT SOURCE SHALL CAUSE OR PERMIT DIRECT, INDIRECT, OR REFLECTED LIGHT TO EXTEND BEYOND THE LOT UPON WHICH IT IS PLACED SO AS TO BE ANNOYING TO ANY OCCUPANT OF A NEIGHBORING LOT WHO IS OF ORDINARY SENSIBILITIES.

18457 SARATOGA BLVD	JANUARY, SOPHIE	DEBRIS/BUILDING MATERIALS IN RIGHT OF WAY - REMOVE FROM RIGHT OF WAY/PUBLIC VIEW	Debris	Complied
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302.1 Sanitation
All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

INSPECTOR COMMENTS: DEBRIS/BUILDING MATERIALS IN RIGHT OF WAY - REMOVE FROM RIGHT OF WAY/PUBLIC VIEW IMMEDIATELY

308.1 Accumulation of rubbish or garbage.
Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

INSPECTOR COMMENTS: DEBRIS/BUILDING MATERIALS IN RIGHT OF WAY - REMOVE FROM RIGHT OF WAY/PUBLIC VIEW IMMEDIATELY

26727 SOUTHFIELD RD	ADVANCED COMMUNICATION	SIGN ANIMATION NOT PERMITTED - DISCONTINUE US OF ANIMATED "OPEN" SIGN	Sign Violation	Complied
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Sec. 52-28. - Prohibited signs.
The following signs are prohibited:

(1)Add-on signs (2)Animated signs (3)Beacon lights (4)Banners (except street banners advertising community/special events) (5)Feather and flutter signs (6)Festoons (7)Inflatable signs (8)Mirrors or mirrored signs (9)Moving signs (10)Obsolete signs (11)Pennants (12)Pole signs (13)Roof signs (14)Snipe signs

INSPECTOR COMMENTS: SIGN ANIMATION NOT PERMITTED - DISCONTINUE US OF ANIMATED "OPEN" SIGN

DDA Code Enforcement Report December 2025

Address	Property Owner	Violation	Category	Status
28821 SOUTHFIELD RD	G & A REAL ESTATE INVESTORS	SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS - SAMS ALTERATIONS	Sign Violation	Letter Sent

Sec. 52-23. - (k) (5) Illumination.
Backlit signs shall use only white for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign limits.

INSPECTOR COMMENTS: SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS

28821 SOUTHFIELD RD Un	G & A REAL ESTATE INVESTORS	SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS AND MUST BE WHITE IN COLOR ONLY - DISCOUNT SUITS STORE	Sign Violation	Letter Sent
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Sec. 52-23. - (k) (5) Illumination.
Backlit signs shall use only white for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign limits.

INSPECTOR COMMENTS: SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS AND MUST BE WHITE IN COLOR ONLY - DISCOUNT SUITS STORE

28831 SOUTHFIELD RD	G & A REAL ESTATE INVESTORS	SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS - SAM' SHOE OUTLET STORE	Sign Violation	Letter Sent
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Sec. 52-23. - (k) (5) Illumination.
Backlit signs shall use only white for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign limits.

INSPECTOR COMMENTS: SIGN BACKLIGHTING NOT TO SPREAD FURTHER THAN 4" FROM SIGN COMPONENTS - SAM' SHOE OUTLET STORE

DDA Code Enforcement Report December 2025

Address	Property Owner	Violation	Category	Status
28831 SOUTHFIELD RD	G & A REAL ESTATE INVESTORS	PALLETS AND DEBRIS STORED BEHIND BUILDING NEAR THE 28831 SOUTHFIELD RD UNIT - REMOVE	Debris	Letter Sent

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

INSPECTOR COMMENTS: PALLETS AND DEBRIS STORED BEHIND BUILDING NEAR THE 28831 SOUTHFIELD RD UNIT - REMOVE

28861 SOUTHFIELD RD	G & A REAL ESTATE INVESTORS	INOPERABLE VEHICLE STORAGE NOT PERMITTED - SILVER TOYOTA MINIVAN STORED AT PROPERTY WITHOUT LICENSE PLATE - REMOVE	Inoperable Vehicle	Complied
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302.8 Motor Vehicles
Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major dissassembly, disrepair, or in the process of being stripped or dismantled. Sec. 5.6 Inoperable and Abandoned Motor Vehicles "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets.

INSPECTOR COMMENTS: INOPERABLE VEHICLE STORAGE NOT PERMITTED - SILVER TOYOTA MINIVAN STORED AT PROPERTY WITHOUT LICENSE PLATE - REMOVE

Records: 10
Code Enforcement
Reporting: Steve



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: January 16, 2026
 RE: DDA Board Meeting Schedule - 2026

The following memo outlines the proposed 2026 meeting dates for the Lathrup Village Downtown Development Authority (DDA) Board of Directors. Consistent with past practice, meetings are scheduled to be held on the third Friday of each month at 12:00 PM.

2026 Meeting Dates

- January 16, 2026
- February 20, 2026
- March 20, 2026
- April 17, 2026
- May 15, 2026
- June 26, 2026*
- July 17, 2026
- August 21, 2026
- September 18, 2026
- October 16, 2026
- November 20, 2026
- December 18, 2026

**Meeting moved to fourth Friday of June due to city hall being closed for Juneteenth.*

Meeting Details

- **Time:** 12:00pm
- **Location:** 27400 Southfield Road, Lathrup Village, MI – City Hall

Suggested Motion: *“I move to approve the 2026 DDA Board meeting schedule as presented, with meetings to be held on the third Friday of each month at 12:00pm.”*



2025 ANNUAL REPORT

Lathrup Village
Downtown Development Authority



JANUARY 2026



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

In accordance with PA 57 of 2018, the Lathrup Village Downtown Development Authority (LVDDA) submits the following information to fulfill the reporting requirements of the aforementioned act.

History & Mission

The LVDDA was formed and established in 1998 and expanded in 1999. Its mission is to *undertake public improvements that have the greatest impact to strengthen the downtown area and attract new investments*. To serve this mission, the LVDDA is dedicated to combining public and private resources for the physical and economic development of properties located within the district borders. LVDDA is active in the Main Street Oakland County program and is at the Associate Level.

The Board of Directors is comprised of nine members consisting of the mayor and eight appointees who are confirmed by City Council for four-year terms. These members have a vested interest in the district as a property owner, business owner/interest, and/or resident.

As of December 31, 2025, the Board of Directors is comprised of the following individuals:

Name	Office	Stake in District	Term Ends
Dr. Patricia Felton	Member	Business	2/1/2027
Bruce Kantor	Member	Mayor	n/a
Mike Greene	Member	City Administrator	n/a
Tracey Williams	Member	Business Assistance	2/1/2028
Charlotte Jones	Secretary	Business/Property Owner	2/1/2026
Kelly Garrett	Alternate	Mayor Pro-Temp/Alternate	n/a
Fred Prime	Chair	Resident	2/1/2026
Pam Shermeyer	Vice-Chair	Resident	2/1/2029
Dan Sugg	Member	Business	2/1/2026
Alex Green IV	Member	Business/Property Owner	2/1/2029

The LVDDA activities are supported by the following City of Lathrup Village staff:

DDA Staff	Title
Austin Colson	Director- DDA/Community & Economic Development
Thomas Kennedy	Project Coordinator - DDA/Community & Economic Development

In 2025, the LVDDA Board of Directors held nine (8) regular meetings. One (1) special meeting was scheduled in June to account for a previously canceled meeting, and four (4) meetings were formally canceled due to a lack of quorum.. See Appendix A for a complete meeting schedule and attendance roster.

The LVDDA fiscal year begins July 1st and ends June 30th annually, which mirrors that of the City of Lathrup Village. Therefore, LVDDA’s budgeted revenues, expenses, and fund balances for Fiscal Years 2024/25 and 2025/26 are shown below.

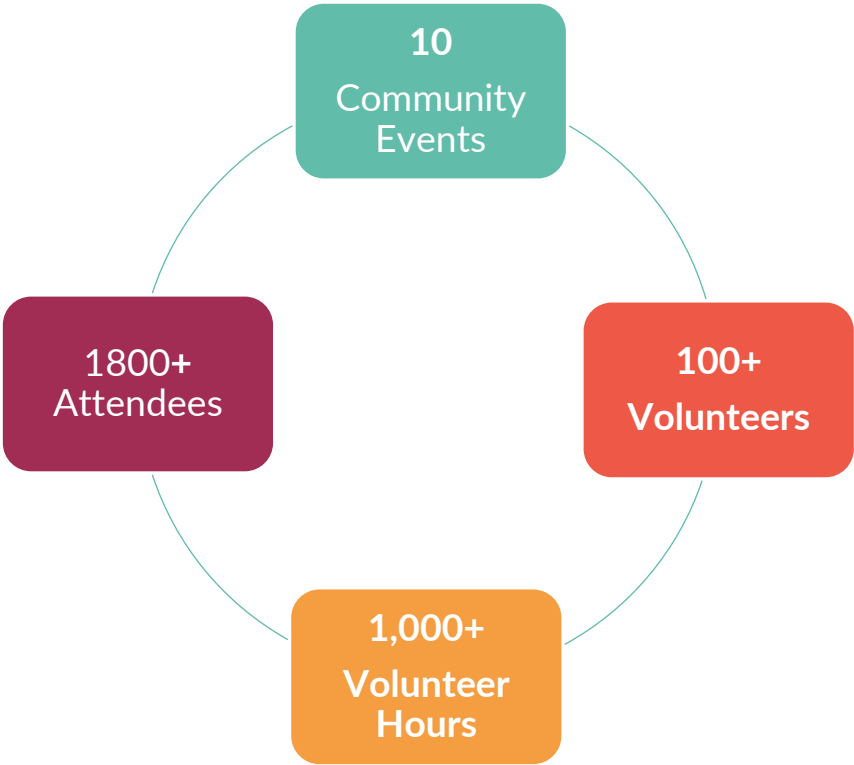
	Original Budgeted Revenues	Actual Revenues	Original Budgeted Expenses	Actual Expenses	Fund Balance
FY 25/26**	\$533,500	\$516,884	\$555,543	\$307,459	\$1,622,910
FY 24/25	\$510,488	\$481,174	\$907,017	\$213,050	\$1,437,734

**As of 12/31/25

Synopsis of LVDDA Activities, Accomplishments, & Events

In 2025, the DDA continued to advance its mission of promoting economic growth, improving infrastructure, and strengthening community engagement within the district. Throughout the year, the DDA focused on supporting business development by attracting and retaining businesses, encouraging redevelopment, and providing resources to local entrepreneurs. There was also a focused effort to develop new relationships and strengthen existing partnerships with regional organizations that provide vital resources to the local business community.

2025 was a year of growth and success for the Downtown Development Authority (DDA), marked by continued organizational stability and a strong focus on enhancing Lathrup Village’s downtown corridor. DDA staff remained with the City throughout the year, ensuring continuity in operations and sustained momentum on key initiatives. The DDA intern hired in 2024 is now the DDA’s Project coordinator. In late 2025, the City received verbal confirmation from the Michigan



Economic Development Corporation (MEDC) that Lathrup Village's RRC certification has been successfully recertified.

During the year, DDA staff established a new partnership with Oakland Thrive to expand access to business-support resources within the district. Oakland Thrive is a nonprofit organization dedicated to empowering small businesses across Oakland County by connecting entrepreneurs with mentorship, technical assistance, and funding opportunities. Through this relationship, the DDA helped bring additional tools and regional expertise to Lathrup Village's business community, supporting entrepreneurship, economic growth, and long-term community resilience.

The local business community gained a new advocate with the establishment of the Lathrup Village Chamber of Commerce. The Chamber serves as an important voice for businesses by promoting collaboration, providing networking and professional development opportunities, and advocating for policies that support a strong local economy. Its formation represents a meaningful step toward strengthening communication, coordination, and long-term support for businesses operating in Lathrup Village.

Throughout the year, the Lathrup Village Downtown Development Authority (LVDDA) successfully planned and delivered a range of signature events and programs, including the Winter Festival, tree-planting initiatives, Food Truck Fridays, entrepreneur training workshops, and the annual Lathrup Village Music Festival.

The DDA also continued its commitment to business development by offering a free series of workshops and seminars in partnership with the Tri-City Business Support Partnership, in collaboration with the Oak Park Corridor Improvement Authority (CIA) and the Southfield Downtown Development Authority (DDA). Through this partnership, numerous workshops were hosted on topics such as customer service, succession planning, and a special seminar presented by ZingTrain.

Accomplishments

Tri-City Workshops

The Lathrup Village Downtown Development Authority (LVDDA) collaborated with the Tri-City Business Support Team, a partnership between City of Oak Park and City of Southfield. Additional partners included the Southfield Area Chamber of Commerce and Main Street Oakland County, who jointly supported a series of free, quarterly learning opportunities for local businesses.

These workshops focused on key topics such as small business financing, customer service strategies, and networking mixers, providing business owners with valuable insights, tools to improve operations, and opportunities to connect with fellow



entrepreneurs. Through this collaborative effort, the LVDDA reinforced its commitment to fostering a supportive business environment and advancing regional economic growth.

Chamber of Commerce

The establishment of the Lathrup Village Chamber of Commerce provided the local business community with a new and dedicated advocate. In its first year, more than 40 businesses located within the DDA have already joined as members, demonstrating strong interest and engagement from the business community. The Chamber plays an important role in supporting local businesses by fostering collaboration, providing networking and professional development opportunities, and serving as a collective voice to advance economic vitality. Its early growth reflects a positive step toward strengthening business connections and long-term support within Lathrup Village.



Streetscaping Projects

Over the past year, dedicated volunteers played a key role in enhancing the appearance of the DDA district and City Hall grounds through a variety of community-driven beautification efforts. Hanging flowers for the light posts along Southfield Road were started in February by a horticulturist in Macomb County and installed throughout the main street district in May. By mid-summer, the flowers were in full bloom, spilling from their baskets and adding vibrant color to the corridor.

Due to the hard work of residents willing to volunteer their time they helped maintain the flowerbeds surrounding City Hall remaining healthy and visually appealing throughout the season. In addition, the City's Tree Committee planted over fifty new trees in public spaces throughout the DDA district and surrounds residential neighborhoods. Together, these ongoing efforts significantly contributed to creating a more welcoming, attractive, and picturesque downtown environment for residents and visitors alike.

Infrastructure Improvements

Since its establishment in 1998, the Lathrup Village Downtown Development Authority (LVDDA) has deliberately built its fund balance to position the district to provide matching funds for the future reconstruction of Southfield Road. While the project has not yet received funding, the Board of Directors has continued to prioritize strategic investments in physical improvements throughout the district.

- All three HAWK (High-Intensity Activated Crosswalk) pedestrian signals have been installed. The two signals located north of I-696 are fully operational, while the third signal is awaiting final power connection by DTE. The remaining signal is anticipated to be connected and operational in spring 2026.
- The Alley & Approach Program was a five-year plan that began implementation in 2021. Over the five-year project, significant progress was made to improve the quality of the

alleyways and approaches throughout the DDA district, representing a total investment of \$1,288,899. In 2025, efforts were made by the DDA to expedite the installation and complete the project a year early.

Events & Promotional Campaigns

Lathrup Village Music Festival

LVDDA partnered with residents and local businesses to host the fourth Annual Lathrup Village Music Festival in September. Building on the success of the previous festivals, the event was expanded in 2025, delivering another incredible festival featuring ten performers, seven food trucks, 23 local business vendors, a full bar, and over 1500 attendees, doubling last year's number.



St. Baldrick's Fundraiser

The LVDDA partnered with the St. Baldrick's Foundation for Cancer Research to raise money in a months-long fundraiser event, featuring the DDA Project Coordinator getting shaved by the highest donor. This campaign was done as a community-building event and to raise money for cancer research. Bringing businesses and residents together, the event raised over \$1,500 in a first-of-its-kind event for the city.



Food Truck Fridays

The Parks and Recreation Committee's Food Truck Fridays behind City Hall and along Municipal Park were a huge success. Residents and visitors enjoyed a variety of delicious food options while gathering to relax and connect with the community. Due to the overwhelming positive response, this new tradition will continue next year, bringing even more great flavors and fun to our city. We look forward to seeing everyone again for another season of Food Truck Fridays.



Lathrup Village Winter Festival

The Lathrup Village Winter Festival brought the community together for a joyful and festive celebration for the second year in a row. Nine local groups provided engaging games, crafts, and activities, ensuring a fun and inclusive experience for families. The event embraced multiple holiday traditions, creating a welcoming atmosphere for all. Families enjoyed interacting with Santa, while Mayor Kantor led the Christmas tree lighting outside with the support from the community.



2025 DDA Board of Directors Attendance

Appendix A

	DDA BOARD OF DIRECTORS ATTENDANCE 2025									
	Felton	Green IV	Garrett	Greene	Huey	Jones	Kantor	Prime	Shermeyer	Sugg
1/17/2025	e	N/A	N/A	x	x	e	x	x	x	x
2/1/2025	x	x	N/A	x	x	x	x	e	x	x
3/21/2025	Canceled									
4/25/2025	x	x	N/A	x	x	e	x	e	x	x
5/15/2025	e	x	x	x	x	e	x	x	x	e
6/26/2025 (Special)	e	e	x	x	e	x	N/A	x	x	x
7/18/2025	e	x	N/A	x	x	e	x	e	x	e
8/16/2025	Canceled									
9/19/2025	e	e	x	x	x	x	N/A	e	x	e
10/17/2025	x	e	N/A	x	e	e	x	x	x	x
11/21/2025	e	x	x	x	x	x	N/A	x	x	e
12/20/2025	Canceled									

X – Present	A – Absent
E – Excused	NA – Not Applicable



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 Lathrup Village, MI 48076
 (248) 557 - 2600
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To: DDA Board of Directors

From: Austin Colson – Community and Economic Development/DDA Director

Date: January 14, 2026

RE: Mid-Year Budget Amendments

DDA staff and the Board of Directors annually work together to establish realistic revenue projections and adopt a budget aligned with expected operational and programmatic needs. As a standard practice, the DDA limits budget amendments to no more than two times per fiscal year.

Included in this packet are recommended budget amendments that have been reviewed and discussed by staff based on current-year activity and projected trends for the remainder of the fiscal year. The proposed Mid-Year FY 2025–26 Downtown Development Authority (DDA) budget amendments adjust both revenues and expenditures to reflect updated activity, finalized grant awards, and known project costs, while maintaining a balanced budget.

A final budget amendment recommendation will be included in the June meeting packet.

Revenue

- Total revenues are increased by approximately \$93,800, from \$533,500 to \$627,300.
- The increase is primarily attributable to:
 - Recognition of grant revenues, including a DTE Foundation/DNR Tree Grant and a Small Business Tax Reimbursement from the State of Michigan.
 - Adjustments to tax increment financing (TIF) capture revenues and related reclassifications based on Oakland County settlement information.
 - Alignment of Music Festival and Main Street revenues with actual and expected receipts.

Expenditure

- Total expenditures are increased by approximately \$98,350, from \$528,950 to \$627,300.
- Key expenditure adjustments include:
 - An increase in streetscaping expenditures, including costs associated with Paradise Landscaping and snow removal.
 - Minor adjustments to auditing and accounting services due to allocation changes.
 - Alignment of line items such as tax tribunal returns, repairs and maintenance, capital expenditures, and grant programs with known obligations and project timelines.

Fund Balance Impact

- The amended budget remains balanced, with revenues equaling expenditures.
- The ending fund balance remains stable and sufficient to support ongoing operations and future DDA initiatives.

Suggested Motion: *"I move to approve the mid-year FY25/26 budget amendments as presented."*

LATHRUP VILLAGE DDA FY25/26 MID-YEAR BUDGET AMENDMENTS

GL#	REVENUES	ORIGINAL BUDGET 25/26	BUDGET ACTIVITY THRU 12/31/25	RECOMMENDED BUDGET 25/26	INCREASE (DECREASE)	NOTES
494-000.000-407.000	TIFA-CAPTURE TAXES	422,500	448,182	422,500	-	
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	-	(822)	1,000	1,000	OC monthly settlement reclass from 407.000
494-000.000-410.000	TAX COLLECTED OTHER	38,000	35,019	38,000	-	
494-000.000-415.000	MISC. REVENUES	23,000	-	23,000	-	
494-000.000-446.000	INVESTMENT INTEREST	40,000	-	40,000	-	
494-000.000-543.000	FEDERAL/STATE GRANTS	-	2,500	2,500	2,500	DTE Foundation/DNR Tree Grant
494-000.000-569.000	OTHER STATE GRANTS	-	162	162	162	2023 Small Business Tax Reimbursement from SOM
494-000.000-614.000	MUSIC FESTIVAL REVENUE	10,000	8,463	10,000	-	
494-000.000-615.000	MAIN STREET REVENUES	-	8,000	8,000	8,000	Tree Planting Grant
494-000.000-665.000	INVESTMENT INTEREST	-	15,380	-	-	Switching to state GL#
494-000.000-695.000	ANTICIPATED USE OF FUND BALANCE	-	-	82,138	82,138	
	Total Revenues	533,500	516,884	627,300	93,800	
	EXPENDITURES	RECOMMENDED BUDGET 25/26	BUDGET ACTIVITY THRU 12/31/25	RECOMMENDED BUDGET 25/26	INCREASE (DECREASE)	NOTES
94-000.000-701.000	SALARIES & WAGES	130,000	59,375	130,000	-	
	Code Enforcement (45%)					
	DDA Director (90%)					
	City Administrator (10%)					
	Finance Director (10%)					
494-000.000-702.000	PART TIME SEASONAL CREW	28,000	12,094	28,000	-	
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	40,000	26,936	40,000	-	
494-000.000-722.000	LEGAL SERVICES	900	325	900	-	
494-000.000-726.000	OFFICE SUPPLIES	3,500	41	3,500	-	
	Adobe Subscription					
	Technology					
	Cell Phone					
	Misc. Office Supplies					
494-000.000-802.000	TAX TRIBUNAL RETURNS	-	82,148	82,150	82,150	Michigan First Tribunal Return
494-000.000-810.000	AUDITING & ACCOUNTING	2,500	702	700	(1,800)	Allocation Adjustment
494-000.000-822.000	TRAINING/MEMBERSHIP	5,000	300	5,000	-	
494-000.000-844.000	MAIN STREET PROGRAM	12,500	10,489	12,500	-	
	Corridor Cleanup					
	Juneteenth					
	Branding/Swag					
	Tri-City Partnership/Business Mini-Grant					
494-000.000-845.000	STREETSCAPING	20,500	24,942	25,000	4,500	Paradise Landscaping (including snow removal)
	Plant Materials					
	Banners					
	Holiday Decorations					
494-000.000-846.000	MUSIC FESTIVAL EXPEN	10,000	23,473	23,500	13,500	Approved Cost of Music Festival
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300	9,856	15,300	-	
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000	411	2,000	-	
494-000.000-901.000	POSTAGE FEES	250	-	250	-	
494-000.000-933.000	REPAIRS & MAINTENANCE	64,500	-	64,500	-	
	Streetlight/DTE					
	Paradise Gardens Landscape Maintenance					
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	24,000	8,626	24,000	-	
	Liability Insurance					
	Flock Safety Cameras					
	LVTV - DDA Meetings					
	Misc. Expense					
494-000.000-955.002	27907 CALIFORNIA DR., N.E. -EXPENDITURES	-	-	-	-	
494-000.000-961.000	TRI-PARTY MATCH	-	-	-	-	
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	40,000	-	40,000	-	
494-000.000-970.000	CAPITAL IMPROVEMENTS	100,000	47,741	100,000	-	
494-000.000-971.000	SIGN GRANT PROGRAM	10,000	-	10,000	-	
494-000.000-971.001	FAÇADE GRANT PROGRAM	20,000	-	20,000	-	
	TOTAL EXPENDITURES	528,950	307,459	627,300	98,350	
	TOTAL APPROPRIATIONS	528,950	555,543	1,124,600	98,350	
	NET OF REVENUES/APPROPRIATIONS - FUND 494	4,550	209,375		(4,550)	
	BEGINNING FUND BALANCE	1,622,910	1,622,910	1,622,910	-	
	ENDING FUND BALANCE	1,627,460	1,832,285	1,622,910	(4,550)	



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

To: DDA Board of Directors

From: Austin Colson – Community and Economic Development/DDA Director

Date: January 14, 2026

RE: Performance Agreement LVMF - Boddum Line Band

Background

The 4th Annual Lathrup Village Music Festival (LVMF) is scheduled for September 12, 2026, and planning efforts are well underway. The LVMF has become a signature downtown and community-building event, drawing residents and visitors while supporting local businesses and reinforcing the DDA's mission to promote economic vitality and placemaking.

Staff is requesting authorization to execute a \$1,000 performance contract with the *Boddum Line Band* and to issue payment of their required \$500 deposit to secure the band for the festival date. Based on the band's style, professionalism, and positive audience response during last year's performance, staff believes *Boddum Line* is well suited to the goals and atmosphere of the Music Festival.

Financial Impact

The DDA has budgeted \$10,000 toward the cost of producing the music festival. Due to the festival being under budget during last year's production, sufficient funds are available within the music festival's general ledger expenditure account to cover the requested deposit. Consistent with prior years, staff anticipates that the full cost of the festival will ultimately be offset through sponsorships.

Suggested Motion: *"I move to approve the performance agreement for the Boddum Line band in the amount of \$1,000, including authorization to issue a \$500 deposit, for their performance at the 4th Annual Lathrup Village Music Festival on September 12, 2026."*

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI, 48076

LATHRUP VILLAGE MUSIC FESTIVAL ENGAGEMENT CONTRACT

This Music Performance Contract ("Agreement") is made and entered into on this 16th day of January, **2026**, by and between Boddum Line ("Artist"); and the Lathrup Village Downtown Development Authority ("Purchaser").

The Purchaser agrees to engage Artist and Artist agrees to perform the engagement in accordance with all

1. Place of Engagement and Performance Information

Event: *Lathrup Village Music Fest 2026*

Location: City Hall Municipal Park, 27400 Southfield Rd., Lathrup Village, MI 48076

Date: September 12, 2026 (Rain Date: Sept. 13, 2026)

Event Time: 12:00 PM – 10:00 PM*

Performance Time: TBD

Purchaser will provide staging, lighting, sound system and sound engineer

*Accounting for overages

2. Performance Fee & Payment

Agreed Upon Fee: \$1000.00

Payment by City-Issued Check shall be made out to: Glennwood Hayes

Deposit of 50% paid upon execution of this agreement

Balance of Remaining 50% paid on: September 12, 2026, or after the performance

3. Additional Terms and Conditions

Stage, Sound, Lights, Tech: Provided by Purchaser

Backline: Provided by Purchaser

Venue Name: Lathrup Village City Hall Municipal Park

The Artist and any members of their staff/group/band are hereby bound to this agreement and will follow all rules, laws and stipulations set forth by this agreement, as well as all laws and ordinances in the City of Lathrup Village, Oakland County and the State of Michigan. "Artist" is responsible for their own means of transit to and from the event as well as their own housing (if necessary).

terms and conditions specified in this contract and those in the attached Engagement Rider.

1. Performance Details

(a) "Artist" agrees to alternatively perform on the **rain date of, September 13, 2026**, if the festival is called off due to inclement weather, which shall be determined by "Purchaser". Inclement weather being defined as weather not conducive to an outdoor festival, performers, guests, or equipment, including, but not limited to: rain, strong winds, storms, and tornados. "Purchaser" will notify "Artist" by **9:00 a.m. on September 12, 2026** if the festival is, indeed, postponed to the following day. In the event that the performance is cancelled or postponed as detailed above, payment will be made immediately following completion of the rescheduled performance. If the performance is cancelled with no rescheduled performance, no payment shall be made.

(b) "Artist" agrees to return "Agreement" with Addendum(s) to "Purchaser" to initiate deposit.

2. Venue and Permits

(a) "Purchaser" agrees to provide a lawful, secure venue with all necessary permits and approvals required to conduct the event. The venue will comply with all applicable local, state, and federal laws.

(b) "Artist" acknowledges that the venue, being a city park, is subject to the regulations contained in Chapter 46 of the Lathrup Village Code of Ordinances, including but not limited to the limitation on music levels to not exceed 65 decibels and the requirement that all activities, including cleanup, must be completed by 10:00 p.m. "Artist" agrees to abide by such regulations, unless otherwise authorized by resolution of the city council and department of parks and recreation.

3. Artist Performance Guarantees

(a) "Artist" agrees to perform at the event on the agreed upon date, or the rain date, should the agreed upon date be cancelled due to inclement weather, unless prevented by an act of God, civil war, or any other natural disaster or event beyond "Artist's" control.

(b) ***"Artist" agrees to arrive and check in at venue at least 45 minutes prior to their set***

(c) If "Artist" is unable to perform due to any reason beyond their control, they will make every reasonable effort to notify "Purchaser" as soon as possible.

(d) If "Artist" fails to perform for any reason, "Purchaser" shall receive a full refund of the deposit, within five (5) working days.

(e) If "Purchaser" fails to meet the terms of this "Agreement", including providing a lawful venue and necessary permits, a refund will be issued, and the event will be considered canceled.

4. Artist's Warranty

By signing this "Agreement", "Artist" warrants that they are eighteen (18) years of age or older and are authorized to enter into this legally binding contract on behalf of themselves or the organization they represent.

5. W9 Included

- (a) "Artist" agrees to provide a completed W9 form to "Purchaser" for tax reporting purposes with the "Agreement", and prior to release of the deposit check. A *W9 form* is included as Addendum #1.
 - (b) "Artist" is not an employee of the City of Lathrup Village and will be seen and treated as an independent contractor responsible for all applicable taxes themselves.
-

6. Hold Harmless Included

"Artist" agrees to provide a completed *Hold Harmless Agreement* to "Purchaser" with the "Agreement", and prior to release of the deposit check. A *Hold Harmless Agreement* is included as Addendum #2.

7. Promotion and Merchandise Sales

- (a) "Artist" agrees to promote the event on social media platforms and/or other methods of promotion.
 - (b) "Purchaser" is granted the right to use "Artist's" image for promotional purposes related to the event.
 - (c) "Artist" shall have the privilege, at its sole cost, to sell merchandise at the Event provided that "Purchaser" pre-approves the type of merchandise to be sold, and the location and duration of "Artist" merchandise sales. All revenues generated from the sale of Artist's merchandise shall be retained by "Artist".
 - (d) "Artist" acknowledges and agrees that "Purchaser" shall have the right to photograph and/or videotape the "Artist" performance at the event and publish and/or broadcast such photographs/recording for purposes of promoting future City events and without being liable for fees or royalties to "Artist".
 - (e) No soliciting for donations, tips or other funds is permitted at any time by anyone whether affiliated or not with the "Artist".
 - (f) "Artist" will supply promotional jpgs for social media, with the "Agreement" and prior to the release of the deposit check.
-

8. Modifications

This "Agreement" may not be modified, altered, or amended except by mutual consent in writing, signed by authorized representatives of both "Purchaser" and "Artist". The validity, construction and legal effect of this contract shall be governed by the laws of the State of Michigan. The parties agree that legal jurisdiction over a dispute arising under this contract rests exclusively in a court of competent jurisdiction in Oakland County, Michigan.

9. Miscellaneous

(a) This "Agreement" constitutes the entire understanding between the parties regarding the event and supersedes all prior negotiations, discussions, or agreements.

(b) Any dispute arising out of this "Agreement" shall be resolved under the laws of the jurisdiction in which the event is being held.

(c) "Artist" is responsible for arranging and paying for costs incurred in traveling to and from the Engagement, including any costs associated with the transport of instruments and equipment. **The City of Lathrup Village will reserve up to two car spaces near the venue for easy access by "Artist". No more than two vehicles for each "Artist" will be permitted, without prior authorization.**

(d) "Artist" will conduct themselves in a professional manner, as "Purchaser" does not permit the use of foul language or swearing. Additionally, "Artist" will adhere to a dress code set forth by "Purchaser" prior to the event and perform music representing a community event, while performing in accordance with a community event.

10. Signatures

Purchaser Information:**Lathrup Village Downtown Development Authority****By:** Austin Colson**Title:** Community & Economic Development and Downtown Development Director**Address:** 27400 Southfield Rd., Lathrup Village, MI 48076**Date:** _____**Contact Information:****Email:** acolson@lathrupvillage.org**Phone:** 248-663-6023**Signature:** _____**Artist Information****Band/Group Name:** Boddum Line**Artist's Signature:** _____**Print Name:** _____**Address:** _____
_____**Contact Number:** _____**Date:** _____**Signature:** _____

Attachments:

Addendum #1 – W9 Form

Addendum #2 – Hold Harmless Agreement



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

To: DDA Board of Directors
 From: Austin Colson – Community and Economic Development/DDA Director
 Date: January 14, 2026
 RE: Performance Agreement LVMF – Cast Iron Cornbread

Background

The 4th Annual Lathrup Village Music Festival (LVMF) is scheduled for September 12, 2026, and planning efforts are well underway. The LVMF has become a signature downtown and community-building event, drawing residents and visitors while supporting local businesses and reinforcing the DDA's mission to promote economic vitality and placemaking.

Staff is requesting authorization to execute a \$1,200 performance contract with Cast Iron Cornbread and to issue payment of their required \$600 deposit to secure the band for the festival date. Based on the band's dependability, strong audience appeal, and performances at all previous Lathrup Village Music Festivals, staff believes Cast Iron Cornbread is exceptionally well suited to the goals and atmosphere of the event. Over the years, they have become a crowd favorite and are becoming regarded as the house band for the music festival.

Financial Impact

The DDA has budgeted \$10,000 toward the cost of producing the music festival. Due to the festival being under budget during last year's production, sufficient funds are available within the music festival's general ledger expenditure account to cover the requested deposit. Consistent with prior years, staff anticipates that the full cost of the festival will ultimately be offset through sponsorships.

Suggested Motion: *"I move to approve the performance agreement for the Boddum Line band in the amount of \$1,200, including authorization to issue a \$600 deposit, for their performance at the 4th Annual Lathrup Village Music Festival on September 12, 2026."*

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI, 48076

LATHRUP VILLAGE MUSIC FESTIVAL ENGAGEMENT CONTRACT

This Music Performance Contract ("Agreement") is made and entered into on this **16th day of January, 2026**, by and between **Cast Iron Cornbread** ("Artist"); and the Lathrup Village Downtown Development Authority ("Purchaser").

The Purchaser agrees to engage Artist and Artist agrees to perform the engagement in accordance with all

1. Place of Engagement and Performance Information

Event: *Lathrup Village Music Fest 2026*

Location: City Hall Municipal Park, 27400 Southfield Rd., Lathrup Village, MI 48076

Date: September 12, 2026 (Rain Date: Sept. 13, 2026)

Event Time: 12:00 PM – 10:00 PM*

Performance Time: Headliner - Closing Set TBA

Purchaser will provide staging, lighting, sound system and sound engineer

*Accounting for overages

2. Performance Fee & Payment

Agreed Upon Fee: \$1200

Payment by City-Issued Check shall be made out to: Angela Courtney

Deposit of 50% paid upon execution of this agreement

Balance of Remaining 50% paid on: September 12, 2026 or after performance

3. Additional Terms and Conditions

Stage, Sound, Lights, Tech: Provided by Purchaser

Backline: Provided by Purchaser

Venue Name: Lathrup Village City Hall Municipal Park

The Artist and any members of their staff/group/band are hereby bound to this agreement and will follow all rules, laws and stipulations set forth by this agreement, as well as all laws and ordinances in the City of Lathrup Village, Oakland County and the State of Michigan. "Artist" is responsible for their own means of transit to and from the event as well as their own housing (if necessary).

terms and conditions specified in this contract and those in the attached Engagement Rider.

1. Performance Details

(a) "Artist" agrees to alternatively perform on the **rain date of, September 13, 2026**, if the festival is called off due to inclement weather, which shall be determined by "Purchaser". Inclement weather being defined as weather not conducive to an outdoor festival, performers, guests, or equipment, including, but not limited to: rain, strong winds, storms, and tornados. "Purchaser" will notify "Artist" by **9:00 a.m. on September 12, 2026** if the festival is, indeed, postponed to the following day. In the event that the performance is cancelled or postponed as detailed above, payment will be made immediately following completion of the rescheduled performance. If the performance is cancelled with no rescheduled performance, no payment shall be made.

(b) "Artist" agrees to return "Agreement" with Addendum(s) to "Purchaser" to initiate deposit.

2. Venue and Permits

(a) "Purchaser" agrees to provide a lawful, secure venue with all necessary permits and approvals required to conduct the event. The venue will comply with all applicable local, state, and federal laws.

(b) "Artist" acknowledges that the venue, being a city park, is subject to the regulations contained in Chapter 46 of the Lathrup Village Code of Ordinances, including but not limited to the limitation on music levels to not exceed 65 decibels and the requirement that all activities, including cleanup, must be completed by 10:00 p.m. "Artist" agrees to abide by such regulations, unless otherwise authorized by resolution of the city council and department of parks and recreation.

3. Artist Performance Guarantees

(a) "Artist" agrees to perform at the event on the agreed upon date, or the rain date, should the agreed upon date be cancelled due to inclement weather, unless prevented by an act of God, civil war, or any other natural disaster or event beyond "Artist's" control.

(b) ***"Artist" agrees to arrive and check in at venue at least 45 minutes prior to their set***

(c) If "Artist" is unable to perform due to any reason beyond their control, they will make every reasonable effort to notify "Purchaser" as soon as possible.

(d) If "Artist" fails to perform for any reason, "Purchaser" shall receive a full refund of the deposit, within five (5) working days.

(e) If "Purchaser" fails to meet the terms of this "Agreement", including providing a lawful venue and necessary permits, a refund will be issued, and the event will be considered canceled.

4. Artist's Warranty

By signing this "Agreement", "Artist" warrants that they are eighteen (18) years of age or older and are authorized to enter into this legally binding contract on behalf of themselves or the organization they represent.

5. W9 Included

- (a) "Artist" agrees to provide a completed W9 form to "Purchaser" for tax reporting purposes with the "Agreement", and prior to release of the deposit check. A *W9 form* is included as Addendum #1.
 - (b) "Artist" is not an employee of the City of Lathrup Village and will be seen and treated as an independent contractor responsible for all applicable taxes themselves.
-

6. Hold Harmless Included

"Artist" agrees to provide a completed *Hold Harmless Agreement* to "Purchaser" with the "Agreement", and prior to release of the deposit check. A *Hold Harmless Agreement* is included as Addendum #2.

7. Promotion and Merchandise Sales

- (a) "Artist" agrees to promote the event on social media platforms and/or other methods of promotion.
 - (b) "Purchaser" is granted the right to use "Artist's" image for promotional purposes related to the event.
 - (c) "Artist" shall have the privilege, at its sole cost, to sell merchandise at the Event provided that "Purchaser" pre-approves the type of merchandise to be sold, and the location and duration of "Artist" merchandise sales. All revenues generated from the sale of Artist's merchandise shall be retained by "Artist".
 - (d) "Artist" acknowledges and agrees that "Purchaser" shall have the right to photograph and/or videotape the "Artist" performance at the event and publish and/or broadcast such photographs/recording for purposes of promoting future City events and without being liable for fees or royalties to "Artist".
 - (e) No soliciting for donations, tips or other funds is permitted at any time by anyone whether affiliated or not with the "Artist".
 - (f) "Artist" will supply promotional jpgs for social media, with the "Agreement" and prior to the release of the deposit check.
-

8. Modifications

This "Agreement" may not be modified, altered, or amended except by mutual consent in writing, signed by authorized representatives of both "Purchaser" and "Artist". The validity, construction and legal effect of this contract shall be governed by the laws of the State of Michigan. The parties agree that legal jurisdiction over a dispute arising under this contract rests exclusively in a court of competent jurisdiction in Oakland County, Michigan.

9. Miscellaneous

- (a) This "Agreement" constitutes the entire understanding between the parties regarding the event and supersedes all prior negotiations, discussions, or agreements.
 - (b) Any dispute arising out of this "Agreement" shall be resolved under the laws of the jurisdiction in which the event is being held.
 - (c) "Artist" is responsible for arranging and paying for costs incurred in traveling to and from the Engagement, including any costs associated with the transport of instruments and equipment. **The City of Lathrup Village will reserve up to two car spaces near the venue for easy access by "Artist". No more than two vehicles for each "Artist" will be permitted, without prior authorization.**
 - (d) "Artist" will conduct themselves in a professional manner, as "Purchaser" does not permit the use of foul language or swearing. Additionally, "Artist" will adhere to a dress code set forth by "Purchaser" prior to the event and perform music representing a community event, while performing in accordance with a community event.
-

10. Signatures

Purchaser Information:**Lathrup Village Downtown Development Authority****By:** Austin Colson**Title:** Community & Economic Development and Downtown Development Director**Address:** 27400 Southfield Rd., Lathrup Village, MI 48076**Date:** _____**Contact Information:****Email:** acolson@lathrupvillage.org**Phone:** 248-663-6023**Signature:** _____**Artist Information****Band/Group Name:** CastIron Cornbread**Artist's Signature:** _____**Print Name:** _____**Address:** _____
_____**Contact Number:** _____**Date:** _____**Signature:** _____

Attachments:

Addendum #1 – W9 Form

Addendum #2 – Hold Harmless Agreement



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

To: DDA Board of Directors

From: Austin Colson – Community and Economic Development/DDA Director

Date: January 14, 2026

RE: Performance Agreement LVMF – Thornetta Davis

Background

The 4th Annual Lathrup Village Music Festival (LVMF) is scheduled for September 12, 2026, and planning efforts are well underway. The LVMF has become a signature downtown and community-building event, drawing residents and visitors while supporting local businesses and reinforcing the DDA's mission to promote economic vitality and placemaking.

Staff is presenting the option of engaging Thornetta Davis as the headlining performer for the 2026 LVMF. Ms. Davis performed during the 2024 Lathrup Village Music Festival, where her performance was very well received. Despite a mid-afternoon performance slot, she drew a large crowd, demonstrated strong audience engagement, and contributed to increased festival attendance. She has a substantial regional following and is recognized as a strong draw for community music festivals.

Staff notes an important scheduling consideration for Board review. While Thornetta Davis is available to perform on the scheduled festival date, she would not be available to perform on the designated rain date, which is intended to serve as the make-up date should the festival be postponed due to weather.

The proposed performance agreement is in the amount of \$3,000, which requires a \$1,500 deposit. The agreement includes a provision that, should the festival be postponed and the performance not occur, the deposit would secure her performance at the 2027 Lathrup Village Music Festival or another City-sponsored event within a 12-month period, subject to scheduling availability.

Board Consideration

Staff is requesting direction from the DDA Board on whether it wishes to proceed with Thornetta Davis as the festival headliner under the proposed terms, including approval of the \$3,000 performance agreement, authorization to issue the \$1,500 deposit, and acceptance of the limitation that she would not be available for the designated rain date.

Financial Impact

The DDA has budgeted \$10,000 toward the cost of producing the music festival. Due to the festival being under budget during last year's production, sufficient funds are available within the music festival's general ledger expenditure account to cover the requested deposit. Consistent with prior years, staff anticipates that the full cost of the festival will ultimately be offset through sponsorships.

Suggested Motion: *"I move to approve the performance agreement with Thornetta Davis in the amount of \$3,000, including authorization to issue a \$1,500 deposit, for her performance as the headlining artist at the 4th Annual Lathrup Village Music Festival on September 12, 2026, with the understanding that the artist will not be available to perform on the designated rain date and that the deposit may be applied toward a performance at the 2027 Lathrup Village Music Festival or another City-sponsored event within twelve (12) months."*

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI, 48076

LATHRUP VILLAGE MUSIC FESTIVAL ENGAGEMENT CONTRACT

This Music Performance Contract ("Agreement") is made and entered into on this 16th day of January, **2026**, by and between **Thornetta Davis** ("Artist"); and the Lathrup Village Downtown Development Authority ("Purchaser").

The Purchaser agrees to engage Artist and Artist agrees to perform the engagement in accordance with all

1. Place of Engagement and Performance Information

Event: *Lathrup Village Music Fest 2026*

Location: City Hall Municipal Park, 27400 Southfield Rd., Lathrup Village, MI 48076

Date: September 12, 2026 (Rain Date: Sept. 13, 2026)

Event Time: 12:00 PM – 10:00 PM*

Performance Time: **2:15-3:15PM**

Purchaser will provide staging, lighting, sound system and sound engineer

*Accounting for overages

2. Performance Fee & Payment

Agreed Upon Fee: **\$3000.00**

Payment by City-Issued Check shall be made out to: Thornetta Davis

Deposit of 50% paid upon execution of this agreement

Balance of Remaining 50% paid on: September 12, 2026 after performance

3. Additional Terms and Conditions

Stage, Sound, Lights, Tech: Provided by Purchaser

Backline: Provided by Purchaser

Venue Name: Lathrup Village City Hall Municipal Park

The Artist and any members of their staff/group/band are hereby bound to this agreement and will follow all rules, laws and stipulations set forth by this agreement, as well as all laws and ordinances in the City of Lathrup Village, Oakland County and the State of Michigan. "Artist" is responsible for their own means of transit to and from the event as well as their own housing (if necessary).

terms and conditions specified in this contract and those in the attached Engagement Rider.

1. Performance Details

(a) "Artist" agrees to alternatively perform ~~on the rain date of, September 13, 2026, on a future date within one year, or the 2027 LVMF~~, if the festival is called off due to inclement weather, which shall be determined by "Purchaser". Inclement weather being defined as weather not conducive to an outdoor festival, performers, guests, or equipment, including, but not limited to: rain, strong winds, storms, and tornados. "Purchaser" will notify "Artist" by **9:00 a.m. on September 12, 2026** if the festival is, indeed, postponed to the following day. In the event that the performance is cancelled or postponed as detailed above, payment will be made immediately following completion of the rescheduled performance. If the performance is cancelled with no rescheduled performance, no payment shall be made.

(b) "Artist" agrees to return "Agreement" with Addendum(s) to "Purchaser" to initiate deposit.

2. Venue and Permits

(a) "Purchaser" agrees to provide a lawful, secure venue with all necessary permits and approvals required to conduct the event. The venue will comply with all applicable local, state, and federal laws.

(b) "Artist" acknowledges that the venue, being a city park, is subject to the regulations contained in Chapter 46 of the Lathrup Village Code of Ordinances, including but not limited to the limitation on music levels to not exceed 65 decibels and the requirement that all activities, including cleanup, must be completed by 10:00 p.m. "Artist" agrees to abide by such regulations, unless otherwise authorized by resolution of the city council and department of parks and recreation.

3. Artist Performance Guarantees

(a) "Artist" agrees to perform at the event on the agreed upon date, or the rain date, should the agreed upon date be cancelled due to inclement weather, unless prevented by an act of God, civil war, or any other natural disaster or event beyond "Artist's" control.

(b) ***"Artist" agrees to arrive and check in at venue at least 45 minutes prior to their set***

(c) If "Artist" is unable to perform due to any reason beyond their control, they will make every reasonable effort to notify "Purchaser" as soon as possible.

(d) If "Artist" fails to perform for any reason, "Purchaser" shall receive a full refund of the deposit, within five (5) working days.

(e) If "Purchaser" fails to meet the terms of this "Agreement", including providing a lawful venue and necessary permits, a refund will be issued, and the event will be considered canceled.

4. Artist's Warranty

By signing this “Agreement”, "Artist" warrants that they are eighteen (18) years of age or older and are authorized to enter into this legally binding contract on behalf of themselves or the organization they represent.

5. W9 Included

- (a) "Artist" agrees to provide a completed W9 form to "Purchaser" for tax reporting purposes with the “Agreement”, and prior to release of the deposit check. A *W9 form* is included as Addendum #1.
 - (b) “Artist” is not an employee of the City of Lathrup Village and will be seen and treated as an independent contractor responsible for all applicable taxes themselves.
-

6. Hold Harmless Included

"Artist" agrees to provide a completed *Hold Harmless Agreement* to "Purchaser" with the “Agreement”, and prior to release of the deposit check. A *Hold Harmless Agreement* is included as Addendum #2.

7. Promotion and Merchandise Sales

- (a) "Artist" agrees to promote the event on social media platforms and/or other methods of promotion.
- (b) "Purchaser" is granted the right to use "Artist's" image for promotional purposes related to the event.
- (c) “Artist” shall have the privilege, at its sole cost, to sell merchandise at the Event provided that “Purchaser” pre-approves the type of merchandise to be sold, and the location and duration of “Artist” merchandise sales. All revenues generated from the sale of Artist’s merchandise shall be retained by “Artist”.
- (d) “Artist” acknowledges and agrees that “Purchaser” shall have the right to photograph and/or videotape the “Artist” performance at the event and publish and/or broadcast such photographs/recording for purposes of promoting future City events and without being liable for fees or royalties to “Artist”.
- (e) No soliciting for donations, tips or other funds is permitted at any time by anyone whether affiliated or not with the “Artist”.
- (f) “Artist” will supply promotional jpgs for social media, with the “Agreement” and prior to the release of the deposit check.

8. Modifications

This "Agreement" may not be modified, altered, or amended except by mutual consent in writing, signed by authorized representatives of both "Purchaser" and "Artist". The validity, construction and legal effect of this contract shall be governed by the laws of the State of Michigan. The parties agree that legal jurisdiction over a dispute arising under this contract rests exclusively in a court of competent jurisdiction in Oakland County, Michigan.

9. Miscellaneous

- (a) This "Agreement" constitutes the entire understanding between the parties regarding the event and supersedes all prior negotiations, discussions, or agreements.
 - (b) Any dispute arising out of this "Agreement" shall be resolved under the laws of the jurisdiction in which the event is being held.
 - (c) "Artist" is responsible for arranging and paying for costs incurred in traveling to and from the Engagement, including any costs associated with the transport of instruments and equipment. **The City of Lathrup Village will reserve up to two car spaces near the venue for easy access by "Artist". No more than two vehicles for each "Artist" will be permitted, without prior authorization.**
 - (d) "Artist" will conduct themselves in a professional manner, as "Purchaser" does not permit the use of foul language. Additionally, "Artist" will adhere to a dress code set forth by "Purchaser" prior to the event and perform music representing a community event, while performing in accordance with a community event.
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10. Signatures

Purchaser Information:**Lathrup Village Downtown Development Authority****By:** Austin Colson**Title:** Community & Economic Development and Downtown Development Director**Address:** 27400 Southfield Rd., Lathrup Village, MI 48076**Date:** _____**Contact Information:****Email:** acolson@lathrupvillage.org**Phone:** 248-663-6023**Signature:** _____**Artist Information****Band/Group Name:** Thornetta Davis**Artist's Signature:** _____**Print Name:** _____**Address:** _____
_____**Contact Number:** _____**Date:** _____**Signature:** _____

Attachments:

Addendum #1 – W9 Form

Addendum #2 – Hold Harmless Agreement



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

To: DDA Board of Directors
 From: Austin Colson – Community and Economic Development/DDA Director
 Date: January 14, 2026
 RE: Update on RFQ – Sale/Development of DDA-Owned Parcel 27907 California Dr.

Background

In response to the DDA's Request for Qualifications (RFQ) for the sale and redevelopment of the DDA-owned parcel located at 27907 California Drive, the City received a single proposal from Suburban Sown, a community-focused farm and nursery venture. The proposal envisioned the development of an urban native plant nursery and educational farm emphasizing sustainability, biodiversity, and neighborhood engagement.

Following receipt of the proposal, staff engaged in discussions with the applicant to explore potential sale or lease-to-own to develop the parcel.

Update

Despite good-faith discussions, staff and the applicant were unable to reach mutually agreeable terms for the sale or lease to develop the property. As a result, the applicant has elected not to proceed with the proposed acquisition and development of the site at this time.

No additional proposals were received in response to the RFQ.

Board Direction Requested

Staff is seeking direction from the DDA Board on how to proceed with the DDA-owned parcel.

Specifically, the Board is asked to consider whether it would prefer to:

1. **Republish the RFQ** to test continued interest in the market for development of the site;
2. **Pause further solicitation efforts** and revisit redevelopment of the parcel at a later date when market conditions may be more favorable.

Monthly DDA Director Report

To: LVDDA Board of Directors
From: Austin Colson, CED/DDA Director
Date: January 16, 2026
RE: Department/Director Report

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

Upcoming DDA Events

- Holy Burger: Grand Opening Celebration – Thursday, January 22, 2026, 1:00 PM (26780 Southfield Road, Lathrup Village)
 - Join City officials, staff, and community members as we welcome Holy Burger, the newest restaurant in Lathrup Village. The grand opening will include a brief ceremonial welcome and an opportunity to meet the owners and staff while showing support for this new addition to the local business district.
- *Live2Lead 2026: Choices That Matter* – Friday, January 30, 2026, 9AM–2PM (Southfield, Lawrence Technological University)
 - Join leaders from across the region for a dynamic half-day simulcast event designed to elevate personal and professional growth. Live2Lead 2026 features world-class leadership experts sharing time-tested principles, actionable strategies, and personal development techniques to help attendees create meaningful change. This high-impact, four-hour experience equips participants with renewed focus, practical tools, and a clear action plan to accelerate their leadership journey in the year ahead.
- *The Magic of Customer Service – With a Twist!* – Tuesday, February 24, 2026, 10:00–11:30 AM (Southfield Public Library Auditorium, 26300 Evergreen Road, Southfield)
 - The Tri-Cities Business Support Team will host an engaging customer service workshop featuring Anthony Grupido, blending magic, humor, and practical insight to reimagine how businesses approach customer service. Participants will learn strategies to turn everyday interactions into positive service moments, strengthen customer engagement through a resilient mindset, and use unexpected experiences to create lasting impressions.

Past DDA Events

- *BellViso Global Aesthetics: Grand Reopening Ceremony* – Wednesday, January 7, 2026, 1:00 PM (28801 Southfield Road, Lathrup Village)
 - A permanent makeup studio and training facility originally established in 2009 in London, UK, and based in Lathrup Village for the past seven years. The ceremony marked the business's continued growth and welcomed the community into an inviting space focused on expertise, empowerment, and exceptional service.
- *Tri-City Holiday Business Mixer* – Wednesday, December 17, 2025, 5:00–7:00 PM (Mother Handsome, 14661 W 11 Mile Road, Oak Park)
 - Local business owners and community stakeholders from Oak Park, Southfield, and Lathrup Village gathered for a Tri-City Holiday Business Mixer focused on networking, relationship-building, and regional collaboration. The event featured light food, informal networking opportunities, and a raffle, providing a festive setting to strengthen cross-community business connections and support local economic development efforts.

Business/Property Updates

- 26780 Southfield Road (Holy Burger) – All required approvals, including the Certificate of Occupancy and business license, have been issued, and the business is now open.
- 26600 Southfield Road (Holbrook Auto Parts) – Final approvals have been granted, including the Certificate of Occupancy and business license, and the business is now open. Wall sign and refacing of existing non-conforming monument sign to be installed shortly.

Infrastructure

- Meeting with local sign companies to inquire about pricing for two new monument welcoming signs along Southfield Road to be added to City's Capital Improvement Plan (CIP).

Miscellaneous

- **Recast Leaders Program Application:** DDA staff submitted an application and completed an interview with Recast City for participation in the *Recast Leaders* program, a competitive initiative selecting six Southeast Michigan communities. In partnership with the Michigan Municipal League, the program provides no-cost technical assistance over a 10-month period to help communities develop an actionable economic development strategy focused on revitalizing main street districts, filling vacant storefronts, and supporting small-scale manufacturing and local entrepreneurs. Staff will keep the Board informed as selection decisions are announced.
- **GM on Main Street Grant – Traffic Safety Improvements:** DDA staff is developing a grant proposal for the *GM on Main Street Grant Program* to fund enhanced roadway striping and pavement markings aimed at improving traffic flow and safety within the DDA district. The proposal focuses on high-conflict intersections, including Southfield Road at 11 Mile Road, where crash data indicates a higher severity of injuries, as well as traffic movements associated with I-696, the 11 Mile Service Drive, and cross traffic coming from Lathrup Boulevard. The proposed improvements are intended to reduce conflicts, improve driver awareness, and enhance pedestrian safety.
- The Michigan Economic Development Corporation (MEDC) has provided verbal confirmation that the City's Redevelopment Ready Community (RRC) certification has been successfully recertified. In recognition of DDA staff efforts, the MEDC also awarded the City a \$28,000 technical assistance grant to support costs associated with updating the City's Comprehensive Plan.