



Downtown Development Authority

Friday, May 16, 2025 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.](#) April 2025 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**
 - [A.](#) Monthly Board Meeting Time
8. **New Business**
 - [A.](#) LVMF Performance Agreement - Boddum Line
 - B. Walk The DDA Event
9. **DDA Director Report**
 - [A.](#) Monthly Report
10. **Adjourn**

Downtown Development Authority Meeting**Friday, April 25, 2025****Meeting Minutes****12:04 PM: Call to Order.****Roll Call**

Present: Shermeyer, Pam; Sugg, Dan; Kantor, Bruce; Felton, Patricia; Huey, Danielle; Green, Alex; Greene, Mike; Colson, Austin.

Absent: Prime, Fred; Jones, Charlotte.

12:05 PM: Motion to excuse absence made by Dan Sugg, seconded by Bruce Kantor and approved by unanimous vote.

Motion to approve the meeting minutes is made by Dan Sugg, supported by Bruce Kantor and is approved unanimously.

Motion to approve February meeting minutes is made by Bruce Kantor, with a request by Bruce to amend the minutes to reflect his absence from the meeting. Motion is supported by Dan Sugg and passed unanimously.

12:07 PM: Consent Agenda

Before a motion can be made on the Consent Agenda, Board Member Dr. Patricia Felton inquires about the financial reports. She praises the details of the financial report, specifically the assets and liabilities taken into account. Her request is to add a horizontal and vertical review with percentages of overages or surpluses for added clarity. Regarding income, she notes that 56% of the budget has been spent, and questions what can be done to rectify this. DDA Director Colson notes that some expenditures were placed in the wrong General Ledger (GL) number; they will be corrected and presented for final approval, which should amend the budget constraints detailed in the report.

Dr. Felton also questions the benefits to the Music Festival, considering it is only 1% of the overall budget, she is worried that there is more money going out rather than coming in. DDA Director Colson clarifies that the Lathrup Village Music Festival 2024 brought \$10,000 in revenue, an amount the DDA Board approved as a donation to the LVMF 2025 fund as a donation. Dan Sugg

adds that the music festival was not a revenue generator, rather a community event meant to benefit community members.

Dr. Felton also acknowledges DDA Director Colson keeping his salary expense down.

Danielle Huey inquires further about the LVMF, asking if there are any sponsors. DDA Director Colson acknowledges that sponsors have already been secured with more sponsors on the way, and that there have been discussions about rewards for sponsors for the event. DDA Director Colson also details businesses who are returning sponsors this year. Board member Huey states that while she enjoyed herself as an attendee at the festival, as a business owner she did not see a benefit and pondered if there was a point to the DDA supporting the event if it did not directly benefit businesses.

A discussion is had regarding the value of the music festival and where local businesses fall into it. DDA Intern Kennedy announces that concerns about the layout by business owners have been considered in the planning process for the 2025 Music Festival. LVMF Head Planner Lauren Beras clarifies on the plan to integrate local businesses into the festival so that they do see a direct benefit this year. Lauren also requests that the planning committee receives more insight into making this year's festival a more fluid experience.

After discussion, Motion made by Bruce Kantor to approve the consent agenda, Dan Sugg seconds. Motion is unanimously approved.

12:27 PM: Public Comment

LVMF Event Planner Lauren Beras updates the board on efforts made towards the Music Festival, including plans to increase social media presence once all acts have been finalized and contracts have been signed, and increasing transparency by announcing and showing map layouts at public meetings. Lauren also updates the sponsorship lists and details the sponsorship rewards, and also details how the planning is currently under budget by \$3,320.

12:36 PM: Old Business

No Old Business to attend to.

12: 36 PM: New Business

Discussion is held regarding the Roots Vibration Performance Agreement, presented by DDA Director Colson and LVMF Event Planner Lauren Beras. Motion is made by Dr. Felton, seconded by Dan Sugg, to approve the Performance Agreement. Motion passed unanimously.

DDA Director Colson presents the beautification initiative around city hall. With a budget of \$7,000, the city is looking at two flower planting related projects. This first project costs \$206.28, so the DDA is asking for a budget amendment of \$207 to fill flowerpots around city hall and the pavilion in Municipal Park. 8 Quotes were received by the DDA, and Alexander Garden Center provided the lowest bid possible with the best options available. DDA Director Colson and Board Member Pam Shermeyer add context regarding details of the flowers, the soil, and why they are necessary to the purchase. Bruce Kantor makes a motion to approve the purchase of \$207, supported by Mike Greene and unanimously approved.

DDA Director Colson presents part two of the beautification initiative, this part focusing on the flower beds around city hall. A volunteer on the Tree Committee, Reed Boskey, provided renderings for city hall which shows new trees and shrubbery. Due to budgetary constraints, the DDA asked Reed to prepare three separate estimates, splitting the project into three phases to alleviate budget concerns. The overall report details the entire project budget of \$8,636.86, requiring a budget amendment that would account for the overages. A discussion is had regarding the price breakdowns, as some board members were confused by it, but the confusion is cleared. Dan Sugg makes a motion to approve the budget amendment to accommodate the amount of \$1,431 with the caveat that this line item will hopefully not be in next year's budget; seconded by Bruce Kantor. Motion unanimously approved.

DDA Director Colson presents the Recommended DDA Budget for Fiscal Year 2025/2026. Where the concern was that there would be a budget shortfall, there is actually an increase in revenue. Details are as follows:

Revenues:

- Total projected revenues: \$533,500, reflecting a slight increase of \$6,762 from FY24/25.
- TIFA capture taxes: \$422,500, reflecting property assessments already accounted for.

Expenditures:

- Salaries & Wages: Adjusted to \$130,000 (decrease of \$50,000) due to converting the Special Projects position into a part-time role.
- Streetscaping Projects: Budgeted at \$20,500, including plant materials, banners, and holiday decorations.
- Capital Improvements: \$100,000 allocated for completion of alleyway improvements.
- Music Festival: \$10,000 contribution from the DDA.
- Repairs & Maintenance: \$64,500, significantly reduced due to reallocation of alleyway projects to Capital Improvements line item.
- Façade & Sign Grant Programs: Remain at \$20,000 and \$10,000, respectively, to support business development.

Mayor Pro-Tem Kantor asks for clarity in the perceived shortfall, Administrator Mike Greene provides details and clarity. Board Member Pam Shermeyer inquires about the price increase in Holiday Decorations, Mike Greene answers that due to the positive feedback from residents, they assume there would be an increase due to inflation or other price increases. Shermeyer also inquires as to the details of the repairs section, which DDA Director Colson clarifies that the DDA also maintains landscaping services along the service drive, and an increase had to happen due to details of the contract revealing only half of the necessary work was being completed. After further discussion about possibly hiring a crew to work on cleaning up the service drive full time, DDA Director Colson clarifies that himself and DDA Intern Kennedy have both been seeking new grants for the city to utilize and alleviate financial hardships. Bruce Kantor makes a motion to approve the budget; Dan Sugg seconds. Motion passes unanimously.

A general discussion is had by the board members over possible meeting time changes. No vote is held, just a discussion. No consensus is made, but a request by board members to create and distribute a survey for them to fill out and consider later.

Further discussions are held regarding transparency with city boards and resident concerns. Dr. Felton inquires about resident surveys and DDA Intern Kennedy informs the board of a survey conducted for a Public Participation Plan report earlier in the year and presented to Council. Dr. Felton further

inquires what can be done to increase communication with residents and business owners, which DDA Intern Kennedy details plans that have been discussed internally but have been awaiting feedback. Danielle Huey offers suggestions regarding social media presence and short-form informational YouTube videos.

DDA Intern Kennedy provides an update to the DDA Webpage on the City website, including details of an interactive, color-coded map, a detailed Frequently Asked Questions (FAQ) tabs, Board Member details, Sidebar information pertaining to important notes and documents, and much more. Also details intentions to update the map monthly and include vacant businesses as well as active businesses. Additionally, intentions to add websites and social media pages. The map was made using Mapline.

Board Member Alex Green inquires about a short-form YouTube video (or series) regarding frequently violated ordinances, explaining the ordinances, how to avoid violations and how to rectify violations (if any are received). A conversation is had regarding support for a video series regarding these topics and many others that can support businesses and business owners by the board.

Dr. Felton asks if a focus group could be created that asks business owners how they want to be addressed and the best methods to reach out to business owners. She and DDA Director Colson discuss the merits and capabilities of this in conjunction with existing partnerships with organizations like Main Street America and Oakland Thrive.

1:31 PM: DDA Director Report

DDA Director Colson facilitates the report: On Saturday, April 26th at 11:00 AM, there will be an event at Municipal Park hosted by the Tree Committee and Parks and Recreation, which is facilitating a tree planting, a brief seminar about tree and plant care. It is free to attend, and attendees are advised to park at Annie Lathrup High School due to the busy schedule at City Hall.

There is also a Succession Planning Training on Tuesday, April 30th, hosted by the DDA and partnered with Oakland Thrive, the Tri-City Chamber of Commerce. There will be a personal financial advisor speaking as well. It is free to attend but attendees are advised to register online ahead of time.

On May 28th, there will be a Business Resource Training hosted by Oak Park. There will a Morning Business Mixer in July (date undetermined, will be announced when decided). The 3rd Annual Lathrup Village Music Festival on September 13 (Rain Date: September 14), 2025. There will be a seminar on boosting holiday sales in Oak Park on September 17, 2025.

3 new Business Permits have been given out: 26600 Southfield Road (Flagship store for Holbrook Auto Parts), which is completing exterior façade improvements; 27310 Southfield Road, a nail/beauty salon is completing the interior buildout; 28250 Southfield Road, there have been Window Replacements. The installations of the High-Intensity Activated Crosswalk (HAWK) signals, which will improve pedestrian walkability downtown. Installments have been made, but activating them still has no timeline as of this meeting. Alleyway Improvements are underway, and the multi-year project could be completed in one year, given speed of the project so far. Regarding Small Business support: DDA Director Colson praises Oakland Thrive and their help over the past month, but asserts that the DDA continues to work with different resources.

Community Fundraiser: DDA Intern Kennedy presents the “Shave the Intern” campaign benefiting the St. Baldrick’s Foundation for Childhood Cancer Research. The highest supporting donor of this campaign will earn the right to shave the intern bald. He assures the board that this was entirely voluntary and wants to be shaved, as this event is meant to bring the community together. St. Baldrick’s is a foundation based out of California that has provided over \$350 Million in funding for cancer research, including materials, personnel and other necessary research tools. On May 6th, 2025, at the Community Center in City Hall, the DDA will host a Shave-a-Thon for St. Baldrick’s and all are welcome to attend and donate. If the highest-supporting donor cannot make it, they can volunteer their personal representative to perform the shaving or pass it off to the second highest supporting donor. The first person to donate \$1,000 earns the right to shave DDA Director Colson bald. Dr. Felton notes that DDA Director Colson doesn’t have hair to shave, much to Intern Kennedy’s amusement.

1:39: Adjournment

Dan Sugg makes a motion to adjourn the meeting; Bruce Kantor seconds.
Meeting is adjourned.

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY			
GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	914,026.03	1,206,062.62
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	9,697.14	9,697.14
494-000.000-084.101	DUE FROM GENERAL FUND	48,809.55	3,000.00
494-000.000-141.001	INFRASTRUCTURE	360,289.69	640,945.69
494-000.000-177.000	NON DEPRECIABLE-CAPITAL ASSETS	0.00	27,972.00
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	75,432.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(229,016.22)	(277,782.22)
Total Assets		1,129,049.44	1,685,327.48
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	36,850.39	24,601.86
Total Liabilities		36,850.39	24,601.86
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,283,692.70	1,437,734.34
Total Fund Balance		1,283,692.70	1,437,734.34
Beginning Fund Balance		1,284,693.70	1,437,734.34
Net of Revenues VS Expenditures		(191,493.65)	222,991.28
Fund Balance Adjustments		(1,001.00)	0.00
Ending Fund Balance		1,092,199.05	1,660,725.62
Total Liabilities And Fund Balance		1,129,049.44	1,685,327.48

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000.000						
494-000.000-407.000	TIFA-CAPTURE TAXES	410,000.00	414,825.14	5,143.03	(4,825.14)	101.18
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00	35,685.25	577.00	1,802.75	95.19
494-000.000-415.000	MISCELLANEOUS REVENUE	23,000.00	6,100.00	0.00	16,900.00	26.52
494-000.000-446.000	INVESTMENT INTEREST	40,000.00	33,960.94	3,436.93	6,039.06	84.90
494-000.000-614.000	MUSIC FEST REV	16,250.00	21,587.45	3,520.00	(5,337.45)	132.85
494-000.000-615.000	MAIN STREET REVENUES	600.00	600.00	0.00	0.00	100.00
Total Dept 000.000		527,338.00	512,758.78	12,676.96	14,579.22	97.24
TOTAL REVENUES		527,338.00	512,758.78	12,676.96	14,579.22	97.24
Expenditures						
Dept 000.000						
494-000.000-701.000	SALARIES FULL-TIME	180,000.00	108,477.57	12,510.76	71,522.43	60.27
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	37,979.50	3,855.80	27,020.50	58.43
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	270.53	0.00	3,484.47	7.20
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	8,900.00	10,923.57	0.00	(2,023.57)	122.74
494-000.000-822.000	TRAINING/MEMBERSHIP	7,125.00	1,811.39	0.00	5,313.61	25.42
494-000.000-844.000	MAIN STREET PROGRAM	28,500.00	25,721.14	0.00	2,778.86	90.25
494-000.000-845.000	STREETSCAPING	39,000.00	34,126.18	5,099.00	4,873.82	87.50
494-000.000-846.000	MUSIC FESTIVAL EXP	0.00	2,950.00	0.00	(2,950.00)	100.00
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	18,900.00	0.00	(3,600.00)	123.53
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	787.11	551.25	1,212.89	39.36
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	45,833.66	7,401.13	458,146.34	9.09
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	23,457.00	1,986.85	12.99	21,470.15	8.47
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		945,117.00	289,767.50	29,430.93	655,349.50	30.66
TOTAL EXPENDITURES		945,117.00	289,767.50	29,430.93	655,349.50	30.66
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		527,338.00	512,758.78	12,676.96	14,579.22	97.24
TOTAL EXPENDITURES		945,117.00	289,767.50	29,430.93	655,349.50	30.66
NET OF REVENUES & EXPENDITURES		(417,779.00)	222,991.28	(16,753.97)	(640,770.28)	53.38

User: JESSICA

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

DB: Lathrup

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

Item 5A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
149292	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16937	Multiple		8,653.23
149293	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16938	Multiple		48,362.72
149569	04/30/2025	MONTHLY INTEREST POSTING- 04/3	16963	Multiple	3,436.93	
Journal Totals					3,436.93	57,015.95
Totals for 494-000.000-010.000					3,436.93	57,015.95
Balance 04/01/25:				1,259,641.64		
Net Change:				(53,579.02)		
Balance 04/30/25:				1,206,062.62		

494-000.000-084.101 DUE FROM GENERAL FUND						
Journal DTFD: DUE TO/DUE FROM						
148921	04/10/2025	FINAL Settlement TAX DISTRIBUT	16893	Multiple	4,893.73	
Journal Totals					4,893.73	0.00
Journal GJ: GJ						
148919	04/03/2025	CR#327089 LVMF DONATION	16891	494-000.000-614.000	20.00	
148920	04/03/2025	CR#327088 LVMF DONATION	16892	494-000.000-614.000	500.00	
148910	04/09/2025	OC MONTHLY DELQ PPTAX 03/2025	16888	Multiple	826.30	
149290	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16935	Multiple		31,921.39
149291	04/25/2025	TO REVERSE MANUAL JOURNAL ENTR	16936	Multiple	31,921.39	
149292	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16937	Multiple		24,181.36
149293	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16938	Multiple	48,362.72	
149499	04/30/2025	CR#328092 LVMF DONATION	16949	494-000.000-614.000	3,000.00	
Journal Totals					84,630.41	56,102.75
Totals for 494-000.000-084.101					89,524.14	56,102.75
Balance 04/01/25:				30,421.39 CR		
Net Change:				33,421.39		
Balance 04/30/25:				3,000.00		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
148968	04/15/2025	C & G NEWSPAPERSVnd: C & G Inv	0034464-IN	Multiple		121.00
148992	04/15/2025	21ST CENTURY MEDIA- MICHIGANVn	03.02.25	494-000.000-900.000		282.75
149011	04/15/2025	MISSIONSQUARE - 803046Vnd: MIS	6913642	Multiple		180.83
149344	04/30/2025	BLUE CARE NETWORKKVnd: BLUECARE	250980025739	Multiple		113.11
149346	04/30/2025	BLUE CARE NETWORKKVnd: BLUECARE	250980006838	Multiple		1,201.80
149351	04/30/2025	C & G NEWSPAPERSVnd: C & G Inv	0034991-IN	494-000.000-900.000		147.50
149371	04/30/2025	GIFFELS-WEBSTER ENG INCVnd: GW	134356	494-000.000-933.000		5,391.70
149372	04/30/2025	GIFFELS-WEBSTER ENG INCVnd: GW	134355	494-000.000-933.000		2,009.43
149391	04/30/2025	MISSIONSQUARE - 803046Vnd: MIS	6754453	Multiple		180.83
149396	04/30/2025	PARADISE GARDEN LANDSCAPINGVnd	35	494-000.000-845.000		5,099.00
149406	04/30/2025	STANDARD INSURANCE COMPANYVnd:	04.14.25	Multiple		65.45
Journal Totals					0.00	14,793.40
Journal CD: CD						
149037	04/15/2025	Check: NBDC 50830	50830	Multiple	282.75	
149044	04/15/2025	Check: NBDC 50837	50837	Multiple	121.00	
149077	04/15/2025	Check: NBDC 50870	50870	Multiple	180.83	
149419	04/30/2025	Check: NBDC 50894	50894	Multiple	113.11	
149420	04/30/2025	Check: NBDC 50895	50895	Multiple	1,201.80	
149424	04/30/2025	Check: NBDC 50899	50899	Multiple	147.50	
149433	04/30/2025	Check: NBDC 50908	50908	Multiple	7,401.13	
149441	04/30/2025	Check: NBDC 50916	50916	Multiple	180.83	
149446	04/30/2025	Check: NBDC 50921	50921	Multiple	5,099.00	
149453	04/30/2025	Check: NBDC 50928	50928	Multiple	65.45	
Journal Totals					14,793.40	0.00
Totals for 494-000.000-202.000					14,793.40	14,793.40
Balance 04/01/25:				0.00		
Net Change:				0.00		
Balance 04/30/25:				0.00		

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
149037	04/15/2025	Check: NBDC 50830	50830	Multiple		282.75
149044	04/15/2025	Check: NBDC 50837	50837	Multiple		121.00
149077	04/15/2025	Check: NBDC 50870	50870	Multiple		180.83
149419	04/30/2025	Check: NBDC 50894	50894	Multiple		113.11
149420	04/30/2025	Check: NBDC 50895	50895	Multiple		1,201.80
149424	04/30/2025	Check: NBDC 50899	50899	Multiple		147.50
149433	04/30/2025	Check: NBDC 50908	50908	Multiple		7,401.13

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
149441	04/30/2025	Check: NBDC 50916	50916	Multiple		180.83
149446	04/30/2025	Check: NBDC 50921	50921	Multiple		5,099.00
149453	04/30/2025	Check: NBDC 50928	50928	Multiple		65.45
Journal Totals					0.00	14,793.40
Journal GJ: GJ						
148910	04/09/2025	OC MONTHLY DELQ PPTAX 03/2025	16888	Multiple		12.99
149290	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16935	Multiple	31,921.39	
149291	04/25/2025	TO REVERSE MANUAL JOURNAL ENTR	16936	Multiple		31,921.39
149292	04/25/2025	INTERFUND DUE-TO/DUE-FROM	16937	Multiple	32,834.59	
149298	04/28/2025	MERS POSTING-PD APR PAYROLL	16943	Multiple		1,179.30
Journal Totals					64,755.98	33,113.68
Journal PR: Payroll						
149198	04/14/2025	1ST PAY IN APRIL	16917	Multiple		6,590.10
149554	04/30/2025	2ND PAYROLL MARCH	16961	Multiple		6,855.14
Journal Totals					0.00	13,445.24
Totals for 494-000.000-214.101					64,755.98	61,352.32
Balance 04/01/25:				28,005.52		
Net Change:				(3,403.66)		
Balance 04/30/25:				24,601.86		
494-000.000-407.000 TIFA-CAPTURE TAXES						
Journal DTDF: DUE TO/DUE FROM						
148921	04/10/2025	FINAL Settlement TAX DISTRIBUT	16893	Multiple		4,316.73
Journal Totals					0.00	4,316.73
Journal GJ: GJ						
148910	04/09/2025	OC MONTHLY DELQ PPTAX 03/2025	16888	Multiple		826.30
Journal Totals					0.00	826.30
Totals for 494-000.000-407.000					0.00	5,143.03
Balance 04/01/25:				409,682.11		
Net Change:				5,143.03		
Balance 04/30/25:				414,825.14		
494-000.000-410.000 TAX COLLECTED OTHER						
Journal DTDF: DUE TO/DUE FROM						
148921	04/10/2025	FINAL Settlement TAX DISTRIBUT	16893	Multiple		577.00
Journal Totals					0.00	577.00
Totals for 494-000.000-410.000					0.00	577.00
Balance 04/01/25:				35,108.25		
Net Change:				577.00		
Balance 04/30/25:				35,685.25		
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
149569	04/30/2025	MONTHLY INTEREST POSTING- 04/3	16963	Multiple		3,436.93
Journal Totals					0.00	3,436.93
Totals for 494-000.000-446.000					0.00	3,436.93
Balance 04/01/25:				30,524.01		
Net Change:				3,436.93		
Balance 04/30/25:				33,960.94		
494-000.000-614.000 MUSIC FEST REV						
Journal GJ: GJ						
148919	04/03/2025	CR#327089 LVMF DONATION	16891	494-000.000-084.101		20.00
148920	04/03/2025	CR#327088 LVMF DONATION	16892	494-000.000-084.101		500.00
149499	04/30/2025	CR#328092 LVMF DONATION	16949	494-000.000-084.101		3,000.00
Journal Totals					0.00	3,520.00
Totals for 494-000.000-614.000					0.00	3,520.00
Balance 04/01/25:				18,067.45		
Net Change:				3,520.00		
Balance 04/30/25:				21,587.45		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-614.000 MUSIC FEST REV						
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
149198	04/14/2025	1ST PAY IN APRIL	16917	Multiple	6,131.63	
149554	04/30/2025	2ND PAYROLL MARCH	16961	Multiple	6,379.13	
Journal Totals					12,510.76	0.00
Totals for 494-000.000-701.000					12,510.76	0.00
Balance 04/01/25:				95,966.81		
Net Change:				12,510.76		
Balance 04/30/25:				108,477.57		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
149011	04/15/2025	MISSIONSQUARE - 803046EMPLOYEE	6913642	Multiple	180.83	
149344	04/30/2025	BLUE CARE NETWORKEMPLOYEE TAXE	250980025739	Multiple	113.11	
149346	04/30/2025	BLUE CARE NETWORKEMPLOYEE TAXE	250980006838	Multiple	1,201.80	
149391	04/30/2025	MISSIONSQUARE - 803046EMPLOYEE	6754453	Multiple	180.83	
149406	04/30/2025	STANDARD INSURANCE COMPANYEMPL	04.14.25	Multiple	65.45	
Journal Totals					1,742.02	0.00
Journal GJ: GJ						
149298	04/28/2025	MERS POSTING-PD APR PAYROLL	16943	Multiple	1,179.30	
Journal Totals					1,179.30	0.00
Journal PR: Payroll						
149198	04/14/2025	1ST PAY IN APRIL	16917	Multiple	458.47	
149554	04/30/2025	2ND PAYROLL MARCH	16961	Multiple	476.01	
Journal Totals					934.48	0.00
Totals for 494-000.000-703.000					3,855.80	0.00
Balance 04/01/25:				34,123.70		
Net Change:				3,855.80		
Balance 04/30/25:				37,979.50		
494-000.000-845.000 STREETSCAPING						
Journal AP: AP						
149396	04/30/2025	PARADISE GARDEN LANDSCAPINGSTR	35	494-000.000-202.000	5,099.00	
Journal Totals					5,099.00	0.00
Totals for 494-000.000-845.000					5,099.00	0.00
Balance 04/01/25:				29,027.18		
Net Change:				5,099.00		
Balance 04/30/25:				34,126.18		
494-000.000-900.000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						
148968	04/15/2025	C & G NEWSPAPERSPRINTING/PUBLI	0034464-IN	Multiple	121.00	
148992	04/15/2025	21ST CENTURY MEDIA- MICHIGANPR	03.02.25	494-000.000-202.000	282.75	
149351	04/30/2025	C & G NEWSPAPERSPRINTING/PUBLI	0034991-IN	494-000.000-202.000	147.50	
Journal Totals					551.25	0.00
Totals for 494-000.000-900.000					551.25	0.00
Balance 04/01/25:				235.86		
Net Change:				551.25		
Balance 04/30/25:				787.11		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
149371	04/30/2025	GIFFELS-WEBSTER ENG INCREPAIRS	134356	494-000.000-202.000	5,391.70	
149372	04/30/2025	GIFFELS-WEBSTER ENG INCREPAIRS	134355	494-000.000-202.000	2,009.43	
Journal Totals					7,401.13	0.00
Totals for 494-000.000-933.000					7,401.13	0.00
Balance 04/01/25:				38,432.53		
Net Change:				7,401.13		
Balance 04/30/25:				45,833.66		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal GJ: GJ						
148910	04/09/2025	OC MONTHLY DELQ PPTAX 03/2025	16888	Multiple	12.99	
Journal Totals					12.99	0.00
Totals for 494-000.000-955.000					12.99	0.00
Balance 04/01/25:				1,973.86		
Net Change:				12.99		
Balance 04/30/25:				1,986.85		

DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category
26400 SOUTHFIELD RD	BDS VENTURES, LLC	LOGS IN RIGHT OF WAY - EEMOVE	Items in Right of Way
			Complied

54-66 Outside storage for unsightly or offensive materials.

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

(Code 1991, art. V, ch. 7, § 108)

INSPECTOR COMMENTS: LOGS IN RIGHT OF WAY - REMOVE

26411 SOUTHFIELD RD	KM Lathrup, LLC	DEBRIS/GARBAGE IN DITCH - REMOVE	Ditch and Culvert Maintenance	Citation Issued

30-41 Maintenance of ditches and culverts

DDA Code Enforcement Report April 2025

Address	Property Owner	Violation	Category
	Status		

ARTICLE II. - STORMWATER MANAGEMENT

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

INSPECTOR COMMENTS: DEBRIS/GARBAGE IN DITCH - REMOVE

26060 SOUTHFIELD RD	AJL VENTURES LLC	DEBRIS/GARBAGE IN DITCHES - REMOVE	Ditch and Culvert Maintenance	Complied
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30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category
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stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code. (Ord. No. 409-10, pt. II, 10-18-2010)

INSPECTOR COMMENTS: DEBRIS/GARBAGE IN DITCHES - REMOVE

26021 SOUTHFIELD RD	KATTOUAH, ANDROS	DEBRIS/GARBAGE IN DITCH AND RIGHT OF WAY - REMOVE	Ditch and Culvert Maintenance	Complied
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30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

INSPECTOR COMMENTS: DEBRIS/GARBAGE IN DITCH AND RIGHT OF WAY – REMOVE

DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category	
26631 SOUTHFIELD RD	SMJ BUILDING LLC	DEBRIS/GARBAGE IN DITCHES - REMOVE	Ditch and Culvert Maintenance	Complied

30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

INSPECTOR COMMENTS: DEBRIS/GARBAGE IN DITCH – REMOVE

DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category	
26333 SOUTHFIELD RD	DANOBAY PROPERTIES, LLC	DEBRIS/GARBAGE IN DITCH - REMOVE	Ditch and Culvert Maintenance	Complied

30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

INSPECTOR COMMENTS: DEBRIS/GARBAGE IN DITCH - REMOVE

18554 ROSELAND BLVD	JOHNSON, VANESSA	ACCESSORY STRUCTURE BEING ERECTED - PERMITS AND APPROVAL REQUIRED	Working Without Required Permit(s)	Door Tagged, Letter Sent
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R105.1 Required

Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas,

DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category
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mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit.

INSPECTOR COMMENTS: ACCESSORY STRUCTURE BEING ERECTED - PERMITS AND APPROVAL REQUIRED

26300 SOUTHFIELD RD	K BHAGWAN 26300 SOUTHFIELD LLC	DEBRIS/RUBBISH IN DITCHES - REMOVE	Ditch and Culvert Maintenance	Complied
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30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

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

INSPECTOR COMMENTS: DEBRIS/RUBBISH IN DITCHES - REMOVE

28601 SOUTHFIELD RD	JAGGED FORK HOLDINGS LLC	BUSINESS OPERATING WITHOUT BUSINESS LICENSE - BUSINESS LICENSE REQUIRED	Operating Without Business License	Complied
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DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category
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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: BUSINESS OPERATING WITHOUT BUSINESS LICENSE - BUSINESS LICENSE REQUIRED

26730 SOUTHFIELD RD	Oakland Development Co/SURNOW CO	FEATHER/FLUTTER SIGNS NOT PERMITTED - REMOVE IMMEDIATELY	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 (Ord. No. 437-15, pt. II, 4-20-2015; Ord. No. 464-21 , 6-21-2021)

INSPECTOR COMMENTS: FEATHER/FLUTTER SIGNS NOT PERMITTED - REMOVE IMMEDIATELY

28821 SOUTHFIELD RD	G & A REAL ESTATE INVESTORS	REPAIR POTHOLE IN PARKING LOT LOCATED NEAR SOUTHFIELD DOAD	Parking Lot Maintenance	Letter Sent
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DDA Code Enforcement Report April 2025

AddressProperty OwnerViolationCategory

Status

62-1 Maintenance of sidewalks, parking lots and driveways

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

(Code 1991, art. V, ch. 7, § 110)

INSPECTOR COMMENTS: REPAIR ALL POTHOLES IN PARKING LOT LOCATED ALONG SOUTHFIELD ROAD

28551 SOUTHFIELD RD	SKYWAY HOLDINGS, LLC 28551 SOUTHFIELD ROAD	REPAIR ALL POTHOLES IN PARKING LOT LOCATED ALONG	Parking Lot Maintenance	Letter Sent
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DDA Code Enforcement Report April 2025

Address	Property Owner Status	Violation	Category
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62-1 Maintenance of sidewalks, parking lots and driveways

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

(Code 1991, art. V, ch. 7, § 110)

INSPECTOR COMMENTS: REPAIR ALL POTHOLES IN PARKING LOT LOCATED ALONG SOUTHFIELD ROAD

We Asked, You Answered

Presentation by: Tom the
Intern

LVDDA Schedule Survey Results



Presentation Overview

Only major issue: Replies were anonymous. I was not able to set this survey up in a way that collected who answered what and how.

- This is important because it helps us identify who prefers what specifically.
- Additionally important is that every question allowed for multiple answers.
- This means we must analyze this differently.

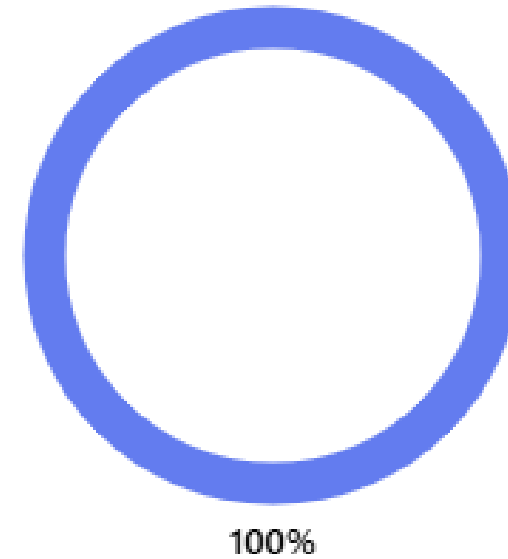
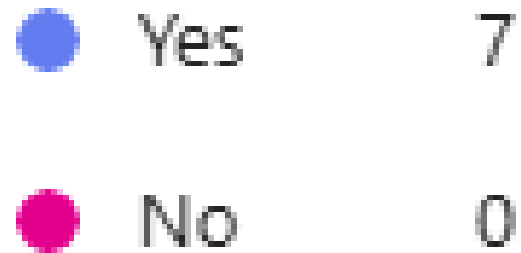
Instead of analyzing individual results, we're going to look at the collective preferences.

Because I love data and statistics so much, I might overexplain results. If I do, tell me to move on.

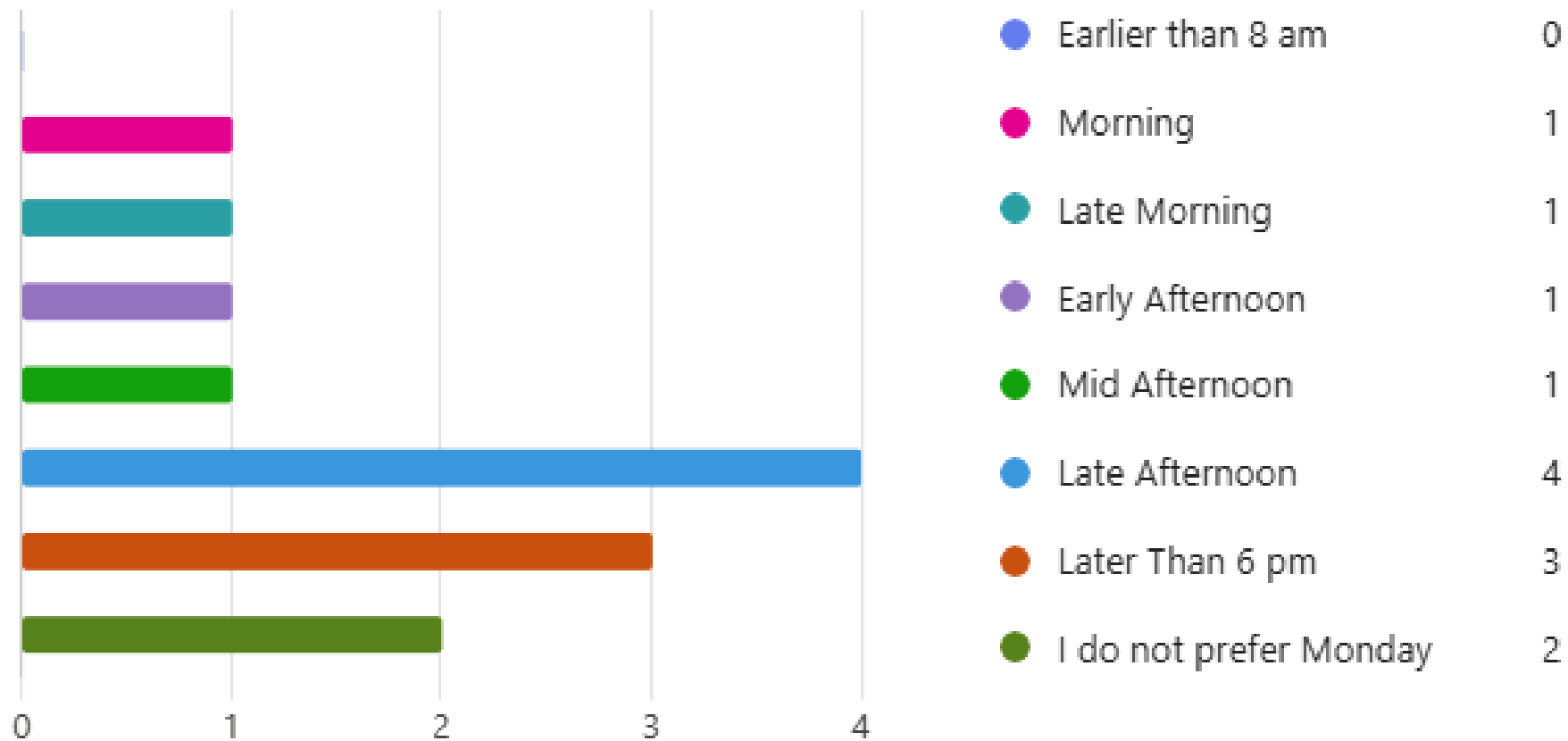
Quick Refresher!

- The questions allowed for multiple answers to ensure everyone had *all* preferences heard.
- Answers could be amended as Board Members researched their availability.
- An original version of the survey was conducted using a Likert Scale, but Microsoft Forms would not allow for multiple answers on each section. Yes, I'm very annoyed at that.
 - The Survey was amended accordingly.
- Times were as followed:
 - Earlier than 8 am
 - Morning (8 am - 10 am)
 - Late Morning (10 am - 12 pm)
 - Early Afternoon (12 pm - 2 pm)
 - Mid-Afternoon (2 pm - 4 pm)
 - Late Afternoon (4 pm - 6 pm)
 - Later than 6 pm

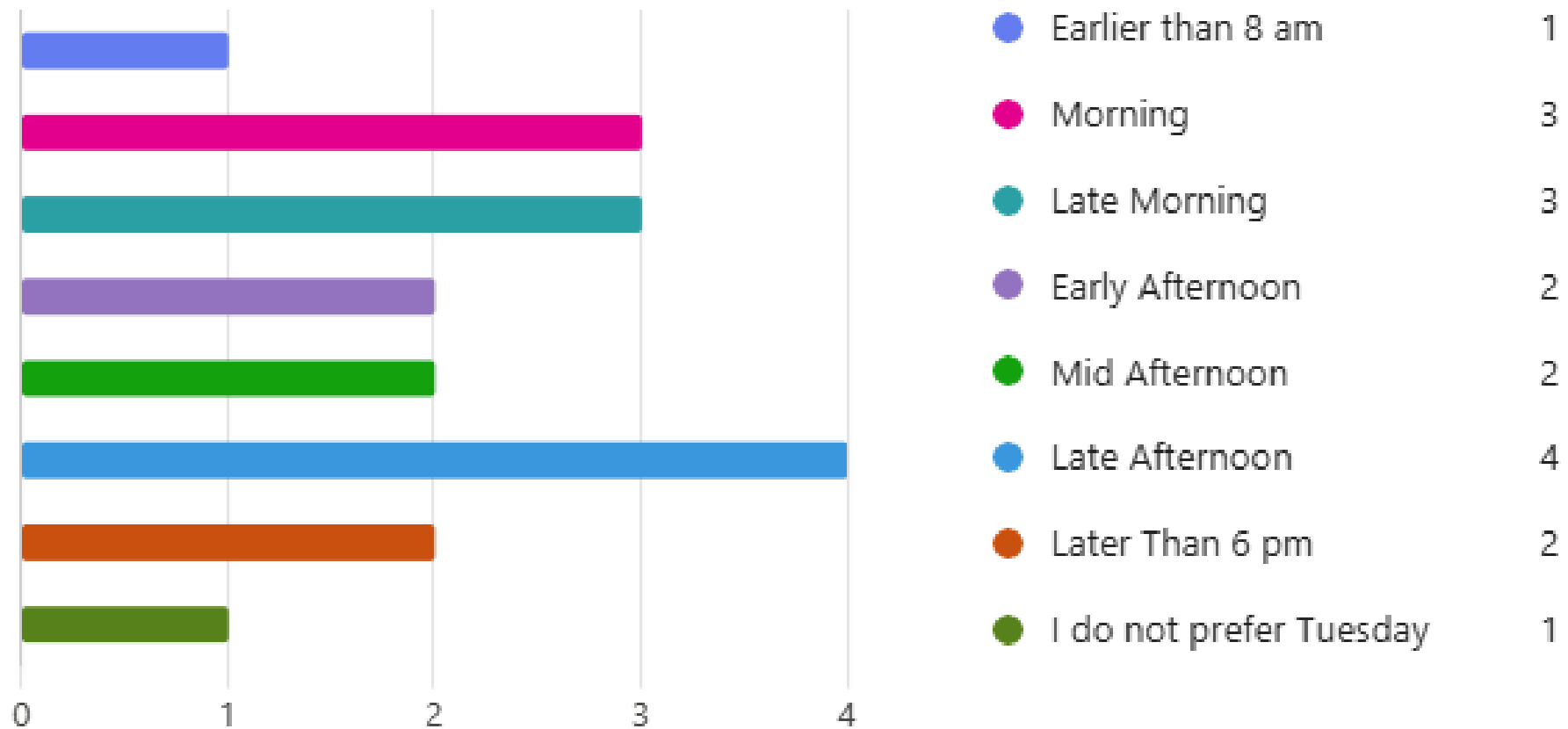
Question 6: Is the Third Week of the month still a good week?



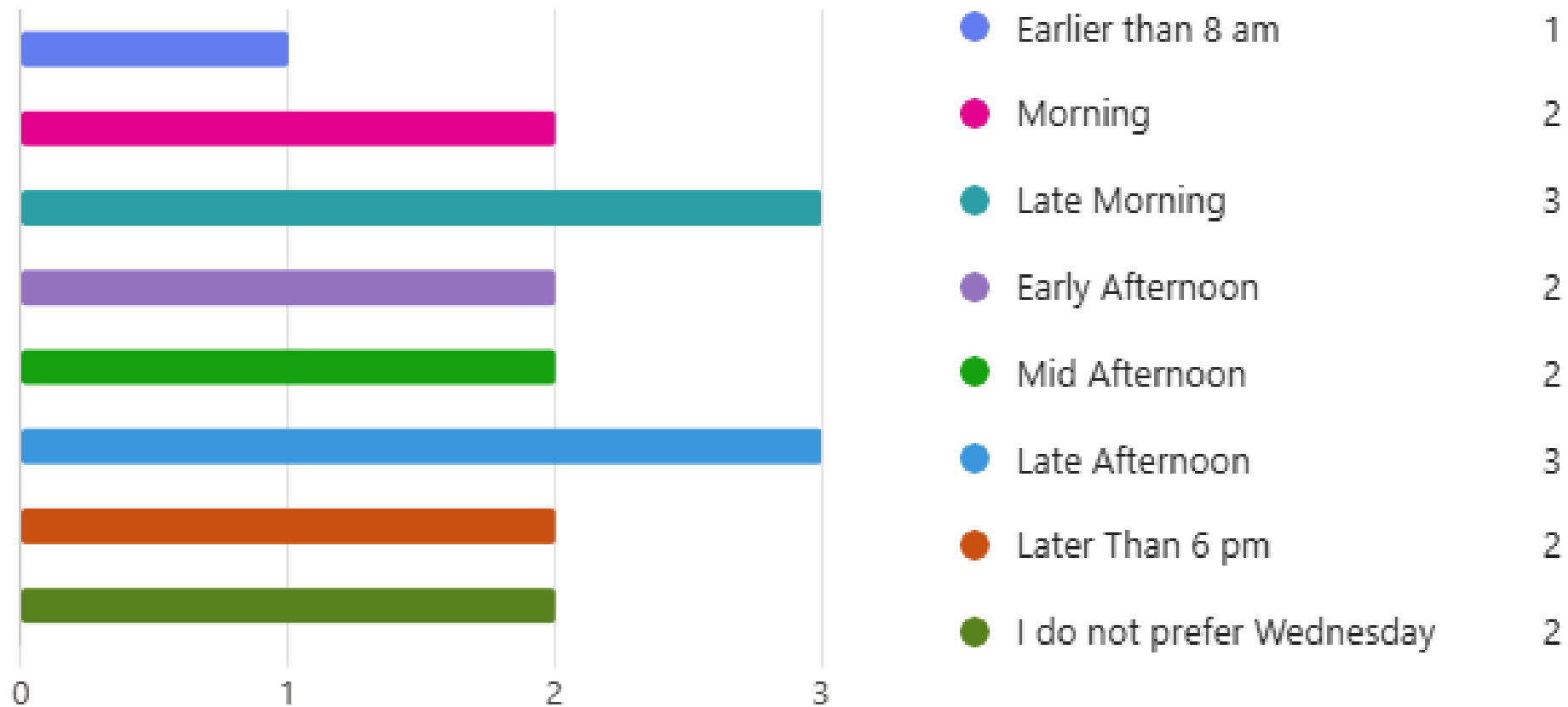
Question 1: If You Prefer Monday, What Times Do You Prefer



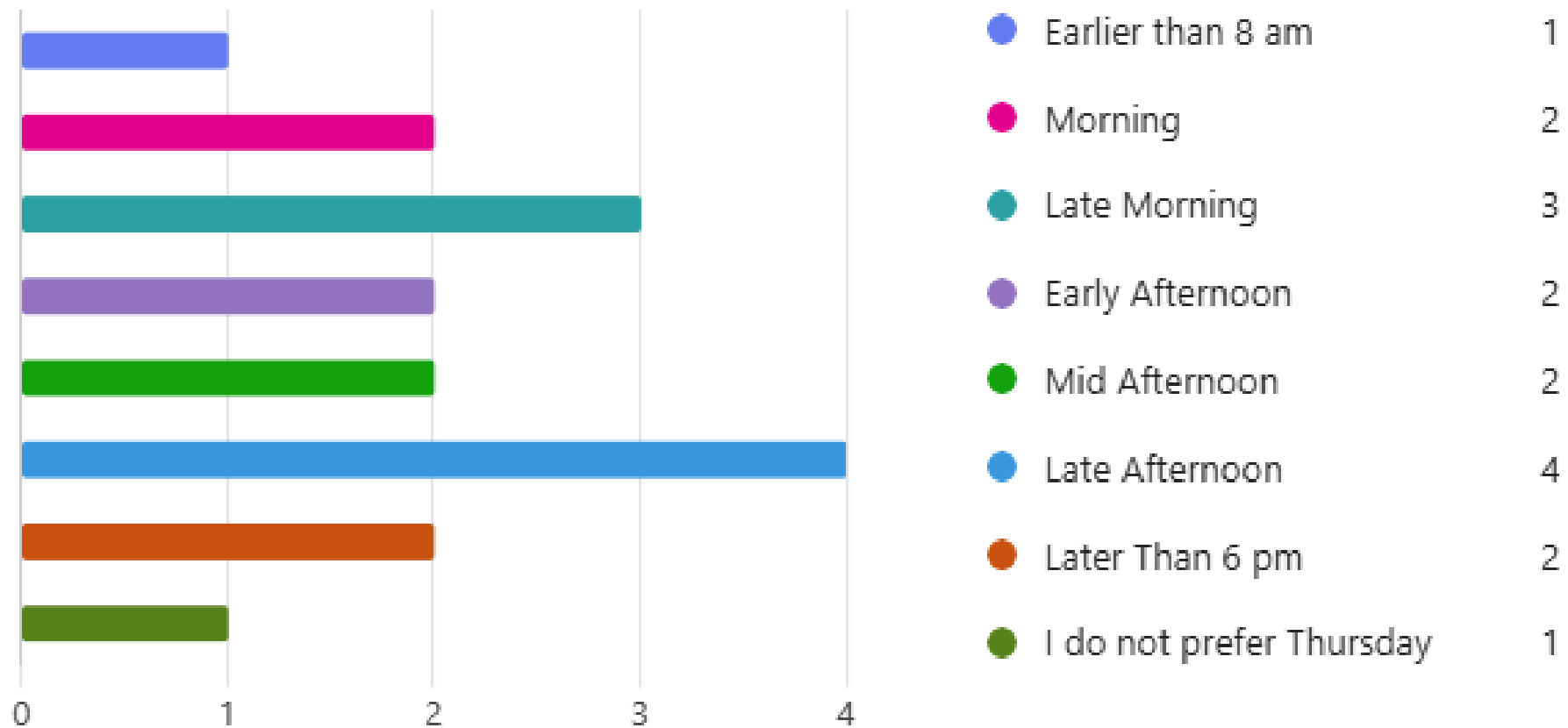
Question 2: If You Prefer Tuesday, What Times Do You Prefer



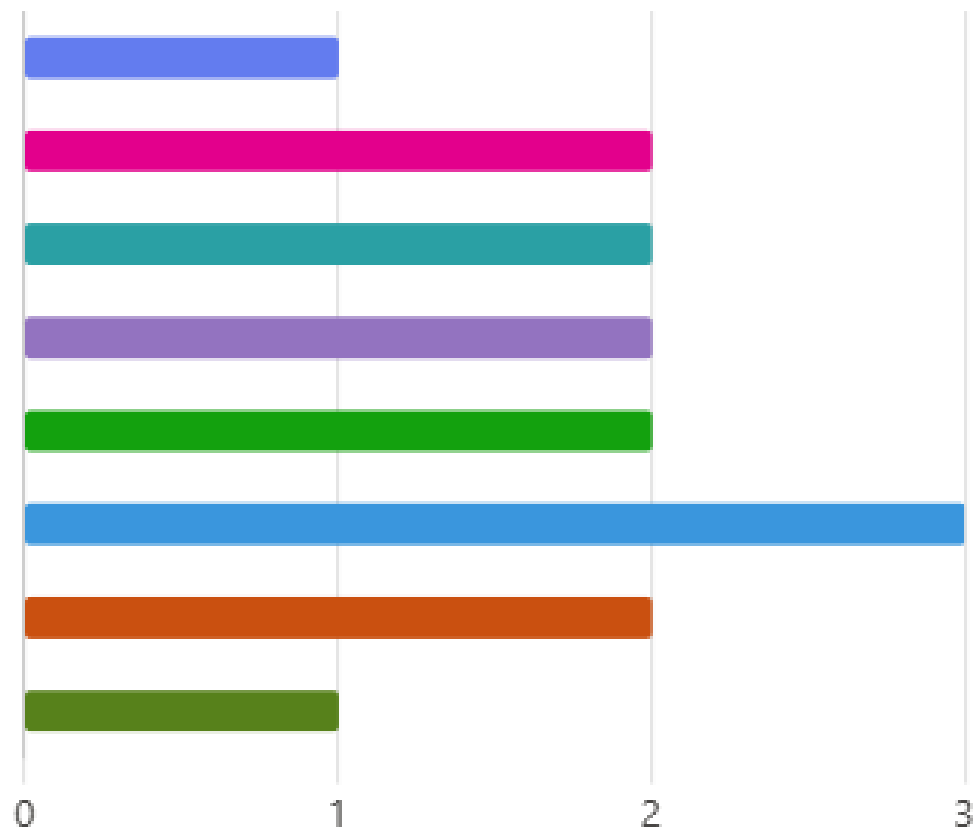
Question 3: If You Prefer Wednesday, What Times Do You Prefer



Question 4: If You Prefer Thursday, What Times Do You Prefer



Question 5: If You Prefer Friday, What Times Do You Prefer



Earlier than 8 am	1
Morning	2
Late Morning	2
Early Afternoon	2
Mid Afternoon	2
Late Afternoon	3
Later Than 6 pm	2
I do not prefer Friday	1

So, What Does All of This Say?

Item 7A.

Firstly, while preferences seem to be all over the place- on paper- there's plenty of variation available.

There's no set day or time that is unanimously agreed upon as a "good" time to meet.

Tuesday, Wednesday and Friday have the most open availability.

Late Afternoon (4-6 PM) seems to be the most widely available time across all days.

Without capturing respondent names, it's hard to tell who wants what. I'd rather not focus on individual responses to the survey. If you want to let the board know of what your answers were, please say it. This was not meant to be a "secret ballot".

The Board does not have to come to a consensus today. This survey was meant to facilitate a discussion.

We are open to doing a second survey featuring the time blocks with the most responses if a vote is not held today.

Have a Happy Discussion!

Please remember to respect everyone's preferences!



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

To: DDA Board of Directors
 From: Austin Colson, Director – Community & Economic Development/DDA Director
 Date: May 16, 2025
 RE: 3rd Annual Lathrup Village Music Festival – Performance Agreements

Background

The 3rd Annual Lathrup Village Music Festival (LVMF) is scheduled for September 13, 2025, and planning efforts are well underway. To finalize the artist lineup, the DDA Board's approval is required for two performance agreements:

Boddum Line – Performance agreement \$1,000 including a \$500 deposit.

Budget & Sponsorship Updates

Sponsorships committed not including DDA portion: \$12,545

Sponsorships committed including DDA portion: \$22,545

Total Artist Booking Expenses: \$9,050 which is \$2,050 under budget from last year's performance bookings.

Action Requested

The DDA Board approval of the performance agreements for *Boddum Line* (\$500 deposit) to complete the festival lineup.

Suggested Motion: *"Motion to approve performance agreements for Boddum Line and provide \$500 deposit for their performance at the 3rd Annual Lathrup Village Music Festival on September 13, 2025."*

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 5th day of May, 2025, 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 terms and conditions specified in this contract and those in the attached

1. Place of Engagement and Performance Information

Event: *Lathrup Village Music Fest 2025*

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

Date: September 13, 2025 (Rain Date: Sept. 14, 2025)

Event Time: 12:00 PM – 9:00 PM*

Performance Time: tba

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 13, 2025, 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).

Engagement Rider.

1. Performance Details

(a) "Artist" agrees to alternatively perform on the **rain date of, September 14, 2025**, 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 13, 2025 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.

(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 9:00 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.

(f) If the performance is cancelled on or before September 4, 2025, with no rescheduled performance, no payment shall be made to Artist.

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".
-

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 family event, while performing in accordance with a family event.

10. Signatures

Purchaser Information:

Lathrup Village Downtown Development Authority

By: Austin Colson

Title: Community & Economic Development and Downtown Development Director

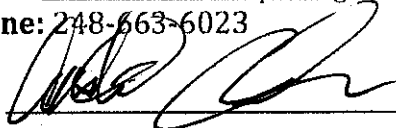
Address: 27400 Southfield Rd., Lathrup Village, MI 48076

Date: 5/14/26

Contact Information:

Email: acolson@lathrupvillage.org

Phone: 248-663-6023

Signature: 

Artist Information

Band/Group Name: Boddum Line

Artist's Signature: Glennwood Hayes

Print Name: Glennwood Hayes

Address: 29549 Stellamar Drive
Southfield 48076

Contact Number: 313-506-2390

Attachments:

Addendum #1 - W9 Form

Addendum #2 - Hold Harmless Agreement



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 (248) 557 - 2600
www.lathrupvillage.org

MEMORANDUM

To: LVDDA Board of Directors
 From: Austin Colson, CED/DDA Director
 Date: May 16, 2025
 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

- Business Resources Training: May 28th (Location: Oak Park)
- Morning Business Mixer: July (Location: Southfield)
- Lathrup Village Music Festival: September 13th, 1pm-9pm (Municipal Park)
- Resources to Boost Holiday Sales Seminar: September 17th, 8:30am-10-30am (Oak Park)

Past DDA Events

- Tree Committee - Arbor Day Planting: April 26th, 11am-1pm (Location: Municipal Park)
- Succession Planning Training: April 30th, 10am-12pm (Location: Community Room)
- Earned Sick Time Act: March 25th (Location: Meeting Place Room)
- SEED Lending: March 26th (Virtual)
- LVMF Fundraiser: March 13th, 6-11:00pm (Location: Dog & Pony Show Brewing)
- Parks and Recreation Sourdough 101 Class: February 1st (Location: Community Room)
- Business Training: Art of Giving Great Service: February 4th, 9am-1pm (Location: Oak Park)
- Family Winter Fest: December 6th, 6-8:00pm (Location: City Hall)
- Holiday Business Mixer: December 4th, 4 – 6:00pm (Location: Oak Park)



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Business/Property Updates

- A site plan for 27700 Southfield Road has been approved to bring 145 housing units into the DDA district. This adaptive reuse of our historic former high school will preserve the central core of the building built in the 1920s. This segment of the building will provide public meeting and coworking spaces for the community.

Infrastructure

- The installation of additional power supply for three High-Intensity Activated Crosswalk (HAWK) signals is ongoing.
- The multiyear alleyway repaving project has begun for this year.

Miscellaneous

- Consolidating DDA Flagstar bank account with City's account to allow for a more streamlined reporting process for our Finance team. DDA funds will remain separate and monthly reports will remain in the same format. This would place DDA funds in a higher interest yield account.
- Shave-a-Thon has risen \$1,510 so far. The link is open for contributions to St. Baldrick's until the end of the year. St. Baldrick's helps fund research for cutting edge treatment for childhood cancers.
- Held Succession Planning workshop in Community Room with Tri-City Partnership (City of Southfield and Oak Park).
- Tree Committee held an Arbor Day event to help educate community members on the benefits of a healthy tree canopy for suburban environments and a new oak was planted in Municipal Park.
- The Lathrup Village Music Festival received a \$5,000 grant from Oakland County Board of Commissioners, and Michigan First Credit Union has provided \$1,500 in sponsorship donations. The self-funded music festival has received total of \$22,545 in sponsorship donations.