



CITY COUNCIL

CITY OF LATHRUP VILLAGE
27400 Southfield Road, Lathrup Village, Michigan 48076

STUDY SESSION AGENDA

MONDAY, JANUARY 25, 2021
6:00 P.M.

ZOOM REMOTE MEETING INFORMATION

Webinar ID: 968 6806 0696

Password: 280547

Online: <https://zoom.us/j/96868060696?pwd=U21wRWlpMDFxTXNnWEVpOVZsTXpkQT09>

Telephone: 646.558.8656 or 312.626.6799

Public Comment Form: https://www.surveymonkey.com/r/LV_Study_Session_01_25_2021

In accordance with Emergency Orders issued by the Michigan Department of Health and Human Services, Oakland County, local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting electronically using www.Zoom.US for videoconference and public access.

AGENDA ITEMS

1. **Call to Order** by Mayor Garrett *(in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).*
2. **Discussion Items:**
 - A. Proposed Mixed Use Development (deed restriction) - Julie Collier and David Flaherty
 - B. RFQ – Real Estate Professional Services– House in the Woods Property
 - C. Trash
 - D. Auditor - RFP Update
 - E. Appointments (* = Mayor's recommendation)
 - Board of Review (3 seats; expiring 12/31/2022, 12/31/2023, 12/31/2024)
 1. * Leonard Alford III (term expired 11/20/20)
 2. * Regina Jones
 3. * Rhonda Wilson

F. Appointments - DDA (2 seats.4 year terms: 1 term expires 2/1/23, 1 term expires 2/1/25)

1. *Shyla Beltur (if keeping 10 members)
2. Eleanor Fleming
3. Victoria Johnson
4. Angela SheMon Godfrey
5. * Pam Shermeyer (current term expires 2/1/2021)
6. * Mark Watts

G. Agenda Items

- 3. Mayor and Council Comments**
- 4. Public Comments**
- 5. Adjourn**



Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl Mitchell Theriot, City Administrator
DA: January 25, 2021
RE: **PROPOSED MIXED USE DEVELOPMENT (DEED RESTRICTION)**

The Lathrup School property (former Lathrup Academy) is located at 27700 Southfield Road and is currently owned by Surnow Company. The property has been marketed for several years, in conjunction with Oakland County Main Street, as a premier property in Lathrup Village for redevelopment.

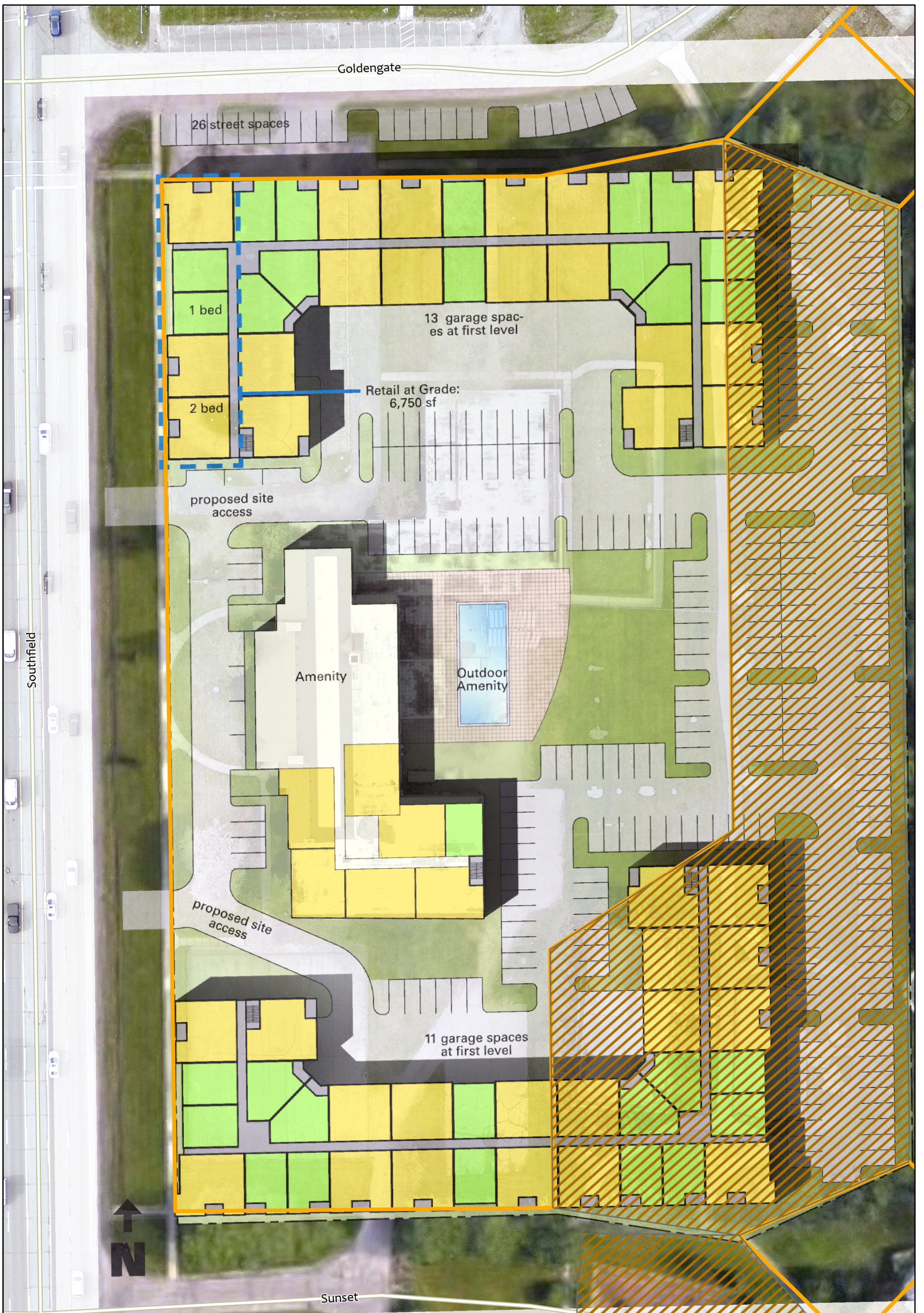
Flaherty & Collins Properties has submitted a Letter of Interest relative to acquiring the property for a proposed mixed used development. The proposed concept would consist of approximately 180-bedroom rental units (studio, 1 and 2 bedrooms) and 6,000 sq. ft. of retail space.

The proposed project also includes acquiring the Lathrup Park property, owned by the City of Lathrup Village. Presently, there is a deed restriction on the park property that was granted by the Southfield Public Schools when it conveyed the property to the City of Lathrup Village in 1987, "that the property be used for the purpose of providing public recreation programs and playgrounds, and for no other purpose or purposes."

In order to foster the redevelopment of a stagnant property", the City is being asked to request the Southfield Public School Board to release the deed restriction. Once the deed restriction is released, it would be recorded at the Register of Deeds. The City would obtain an appraisal and would be able to sell the property for the fair market price.

If there is a consensus by Council, the City Attorney can move forward with drafting a letter to the Southfield Public Schools Board requesting them to grant a release of the deed restriction. The proposed schedule is:

Jan. 25 - LV Study Session – presentation
Feb. 22 – LV Approval of Letter to Southfield Public Schools
Feb. 23 – SPS Study Session - presentation
Mar. 9 – SPS vote on releasing deed restriction



QUIT CLAIM DEED

The Grantor, **SOUTHFIELD PUBLIC SCHOOLS**, a Michigan School District of the Third Class, whose address is 24661 Lahser Road, Southfield, Michigan 48034, quit claims to the **CITY OF LATHRUP VILLAGE**, a Michigan Municipal Corporation, whose address is 27400 Southfield Road, Lathrup Village, Michigan 48076, the following described premises situated in the City of Lathrup Village, County of Oakland, State of Michigan, to wit:

Lots 1665 through 1676, inclusive, plus Lots 1678 through 1689, inclusive, and that part of vacated San Quentin Boulevard, formerly known as Southfield Boulevard, lying north of Lot 1678 and south of Lot 1676, plus that part of vacated Southfield Square formerly known as Southfield Boulevard lying south of a line drawn between the northwest corner of Lot 1689 and a point 150 feet from the southeast corner of Lot 1677, along the easterly boundary of said Lot 1677, of Louis Lathrup's California Bungalow Subdivision No. 3, as recorded in Liber 32, page 20 of plats, Oakland County Records, (approximately 1.63 acres).

15

32026

for the sum of One (\$1.00) Dollar and other valuable considerations, subject to easements and building and use restrictions of record, and further subject to the following conditions:

1. That the property be used for the purpose of providing public recreation programs and playgrounds, and for no other purpose or purposes.
2. That in the event the Grantor re-acquires equitable as well as legal title to a certain parcel of land which abuts the above described parcel, and which was sold by land contract dated June 29, 1984 between the Southfield Public Schools, as Seller, and Yeshivat Akiva, as Purchaser, through forfeiture, foreclosure, or otherwise, then the Grantor, or its successor, shall have the right before all others to purchase the above described property at the same price now received for it, to wit: One (\$1.00) Dollar. Provided, that upon delivery of a deed from the Grantor conveying its interest in the said abutting parcel in fulfillment of the said land contract, or otherwise, the rights reserved herein by the Grantor to repurchase the property herein conveyed shall come to an end, the said abutting parcel described as land in the City of Lathrup Village, County of Oakland, State of Michigan to wit:

Lot 1677, and vacated Southfield Square, formerly known as Monterey Street lying easterly of Lot 1677 and westerly of Lot 1665 to 1689, except that part of vacated Southfield Square lying south of a line drawn between the northwest corner of Lot 1689 and a point 150 feet from the southeast corner of Lot 1677, along the easterly boundary of said Lot 1677, of Louis Lathrup's California

Handwritten mark

7.00

Bungalow Subdivision 3, as recorded in Liber 32, Page 26 of Plats, Oakland County Records.

Dated this 5th day of December, 1987.

32026 P

Signed in the presence of:

Signed:

SOUTHFIELD PUBLIC SCHOOLS
Grantee

R. William Nunez
R. William Nunez

By: Robert Wright
Robert Wright
Its: President

Ronald E. Rohlman
Ronald E. Rohlman

By: Epic Coleman
Epic Coleman
Its: Secretary

STATE OF MICHIGAN)
)S.S.
COUNTY OF OAKLAND)

#H36 REG/FEES PAID
#001 REC. 30 '87 02:00PM
5352 LEES 7.00

The foregoing instrument was acknowledged before me this 5th day of December, 1987, by Robert Wright and Epic Coleman, the President and Secretary of Southfield Public Schools a Michigan Municipal Corporation, on behalf of the corporation.

Shirley A. Fallon

Notary Public, Oakland County,
Michigan
My Commission Expires: Dec. 3, 1989

County Treasurer's Certificate

City Treasurer's Certificate

When Recorded Return to:
James H. McCarty
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Send Subsequent Tax Bills to:
Grantee

Drafted By:
JOHN A. CARLSON
3000 Town Center, Suite 2360
Southfield, Michigan 48075

Tax Parcel:
(Part of)
74.13-203-004

Recording Fee:

Transfer Tax:

Exempt per MCL 207.505(h)



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Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: January 25, 2021

RE: **RFQ – Real Estate Professional Services – House in the Woods Property**

After obtaining an appraisal, City Council directed that a Request for Qualifications (Bid #02-LV-2020) be issued for Real Estate Professional Services relative to the House in the Woods property (19600 Forest Drive). The property is currently vacant after the home of Louis Lathrup, which was located on this site, was struck by lightning and burned to the ground.

The RFQ was released on December 22, 2020 and posted on the State of Michigan Bidnet site, city website, and social media. The closing was on Friday, January 22, 2021 at 4pm. One response was received from Hughes Real Estate and Property Management Services, LLC, owned by Natasha Hughes Smith (Auburn Hills, MI) and the broker is Cynthia Payton-Hines of Lynn and Associates (Grand Blanc, MI).

The proposed fees are:

- 8 % commission for listing and selling the property
- \$900 for coordinating real estate transaction closing (if applicable)
- \$900 for listing the property on multiple platforms

Previously, an RFQ was issued for a realtor to help in identifying a developer/builder for the property. Laurie Bell of Signature Sotherby's International Realty was selected, however, a contract was never finalized. In an email dated 1/22/2021, Ms. Bell indicated that she would not be submitting a response to the RFQ.

If the Council consensus is to proceed with this respondent, the City Attorney can draft an agreement. Council can officially accept the bid and award the contract at their next meeting.

BID OPENING RFQ - REAL ESTATE PROFESSIONAL - HOUSE IN THE WOODS PROPERTY
 19600 FOREST DRIVE

Hughes Real Estate and Property Management Services, LLC
 Electronic submitted 1.19.21
 Hard copy submitted 1.22.21

CRITERIA	POSSIBLE POINTS	POINTS	COMMENTS/NOTES
<u>Qualifications of Firm</u>			
Executive Summary	10	10	Owned by Natasha Hughes Smith, Broker - Lynn & Associates Hughes RE & PM, LLC formed in 2019, Broker - Lynn & Assoc - 30 yrs in RE, 15 yrs as broker
Business Organization	10	10	
Copy of License	10	10	Provided, expires 10/2021
References from current clients	10	10	clients/references provided for the realtor
Submittal of required documents	20	10	Provided requested documents
<u>Capacity to Provide Service</u>			
Positive sales record in City of Lathrup Village and/or Oakland County for 3 years	20	10	2 years of sales by Broker Cynthia Payton Hines in Oakland County, Genesee County and Wayne County provided. Broker indicates experience in Lathrup Village. Realtor is realitively new
Marketing approach, use of tools, type of outreach (media, signage, other)	20	20	Signage, MLS database, virtual tour video, YouTube, social media, commercial listings, CCIM for commercial properties, complete market analysis
TOTAL POINTS	100	80	

NOTE: Minimum score of 75 required to qualify

Website links:

- <https://www.hughesrealestatepropertymanagement.com/>
- <https://www.lynnandassociatesonline.com/>

02-LV-2020 - RFQ - Real Estate Professional Services

Title

City of Lathrup Village

Hughes Real Estate and Property Management Services, LLC has been serving real estate clients since September 2019. Prior to forming the company, the owner, Natasha Hughes Smith, worked in the real estate field as a sole proprietor remodeling and flipping real estate. Her involvement with the industry dates back to May 2005; therefore, she has worked in the industry for 16 years.

Hughes Real Estate and Property Management Services, LLC (HRE&PMS) is located in Auburn Hills, MI. HRE&PMS currently employs only one person full-time; Ms. Hughes Smith is the sole full-time employee. She has a license in Real Estate with the State of Michigan.

HRE&PMS provides additional services in the area of rental property preparation, maintenance, leasing properties, design/remodeling and rental services. The company also provides property management, rent collection and tenant screening for commercial buildings.

The company will utilize the expertise of Cynthia Payton-Hines, the Broker of Lynn and Associates which is the brokering company for HRE&PMS, to assist with negotiations and transaction closing procedures. She has thirty years of experience in real estate and has been a broker for fifteen years. She is extremely knowledgeable about real estate law, negotiations and closing procedures. She has also worked successfully with commercial real estate clients.

References- Property Management and Real Estate Clients

**See sales history for Cynthia Payton-Hines attached*

Maan Askar – sole proprietor of a multi-family unit in Macomb county. Property management client. (248) 227-7922; email address: maan.askar@yahoo.com

Regina Bass- sole proprietor of a single-family rental home. Property management client (248) 931-5664; email address: regina1331@att.net

Tracy Moore- owner of Blueprint Housing Solutions, LLC Real estate client: (248) 372-1631; email address: wntsrnw7@gmail.com

Proposed Marketing Plan

- Signage on the property
- Listing the property in the MLS database
- Virtual tour and promotional video of property featured on the company websites (HRE&PMS and Lynn & Associates) and YouTube channel of both
- List property on social media and industry social groups on Facebook, LinkedIn and Twitter of both companies

- List on multiple commercial property listing sites
- List with CCIM board for commercial properties
- Complete a market analysis

Fee schedule:

The commission rate for listing and selling properties is 8 percent.

The cost for coordinating real estate transaction closings is \$900; if applicable.

The cost of listing properties is \$900 per property; each property will be listed on multiple platforms for the fee.



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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl Mitchell Theriot, City Administrator
DA: January 25, 2021
RE: **Trash**

This item was requested by Mayor Pro Tem Bruce Kantor.



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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: January 25, 2021

RE: Audit RFP Update

Plante & Moran has been engaged with the City of Lathrup Village to provide professional auditing services for over 20 years. The 2020 fee from Plante & Moran was \$35,800.

City Council had requested that a RFP be developed for this year. Council Members Ferguson and Siddiqi have volunteered to assist with this process.

The attached spreadsheet provides a summary comparison of the RFP specifications from other Michigan municipalities. Also, included in the packet is the outline of Supplemental Financial Reports that are included in the work product.

The next steps would be for Council Members Ferguson and Siddiqi to meet with staff to identify the specifications to include in the RFP and to move forward with posting.

AUDITOR - RFQ SCOPE OF SERVICES SPECIFICATIONS	Farmington Hills	Manistee, Manistee County	Saugaturck, Allegan County	Keego Harbor	Ann Arbor	Brooklyn, Jackson County	Meridian Twp, Ingham County	Bath Twp
Proposal Format	<p>Scope of Work</p> <ul style="list-style-type: none"> * Reports to be issued: CAFR, Financial Report, OPEB, Single Audit or Federal Awards, Independent CPA report of Fair presentation, Independent CPA report on internal control, Management letter, report on irregularities and illegal acts <p>*Expertise & experience</p> <p>*Audit approach</p> <p>*Value adds: workshops, webinars, etc. at no cost to municipality</p> <p>*Price</p>	<p>MANDATORY ELEMENTS:</p> <ul style="list-style-type: none"> * firm is independent/licensed in MI * Prof. personnel is adequately trained * no conflicts of interest * acceptable external quality control & record of quality audit work * understanding of needs of LV * adheres to RFP instructions <p>TECHNICAL QUALIFICATIONS:</p> <ul style="list-style-type: none"> * Expertise based on past experience w/ gov't engagements * quality of prof. personnel assigned * references * price 		<ul style="list-style-type: none"> * quality and comprehensiveness of audit report * Experience & knowledge of GASB reporting requirements * Qualifications & experience of firm & members assigned Ability to provide a comprehensive range of auditing & financial services *References & past experience audit service costs 	<ul style="list-style-type: none"> * Expertise and Experience (40pts) * Audit Approach (30pts) * Fee Proposal (30pts) *Authorized Negotiator Attachments 	<ul style="list-style-type: none"> * Detailed Work Plan - explanation of audit methodology, financial statements, internal control procedures, approach to ID areas of weakness * GASB reporting requirements Profile auditor & firm 	<ul style="list-style-type: none"> * Number of Gov'tl entities audited by firm * Firm gov'tl resources available * Involvement in municipal activity/orgs * Training of personnel in gov'tl & fed grant auditing * Experience in GFOA Certificate of Achievement for Excellence in Financial Reporting * Quality of staff included in assignment * References * Maintenance of secondary partner & rotation of partners periodically * Internal Quality control procedures & external quality control review 	<ul style="list-style-type: none"> * Firms qualifications, incl. adequacy of staffing in proposed work plan * Experience & qualifications of assigned audit team * Participation in quality control & improvement programs * Results of firms external peer review * Fee structure
Fees	<ul style="list-style-type: none"> * total maximum, incl. all out-of-pocket expenses * rates by partner, manager, specialist, supervisory or other staff levels with hours anticipated for each * schedule of profession fees which supports the total maximum fee * out of pocket expenses included and the reimbursement rate * rates for additional professional services * manner of payment 		<p>Detailed work plan</p> <p>Reports & completion of audit</p> <p>Hourly fees for additional services</p>	<ul style="list-style-type: none"> * Fee schedule & estimated project cost, incl. out of pocket expense and estimated hours for each audit firm employee involved in annual audit * Billing rates 		<p>All inclusive maximum price and hourly fees for services beyond those outlined in RFP. Indicate hourly fees by staff classification</p>	<p>Cost of the audit for the 1st year and range of average cost per hour for audit services - provide a not to exceed cost</p> <p>Cost for assisting in obtaining GFOA Certificate of Achievement for Excellence in Financial Reporting</p>	
Addition Documents	<ul style="list-style-type: none"> * Independence * License to practice in Mich * Firm qualifications & experience * Partner, supervisory & staff qualifications and experience * Similar engagements w other gov'tl entities * Specific audit approach * Oral presentation 	<ul style="list-style-type: none"> * Firm info * Staff experience * References * Independence * Conflict of Interest * External Quality Control Review/Peer Review * ID of anticipated potential audit problems * Price of services * Manner of payment 	<ul style="list-style-type: none"> * Work Plan - Explanation of * Audit Methodology * Approach to ID and examining areas of weakness 	<ul style="list-style-type: none"> * Names/Title ID of experience in municipal auditing in MI * Firm history & financial stability * Resumes of audit team members * List of 5 clients * Proposed work schedule & plan * Copy of standard letter of engagement * Copy of a management report for municipality of similar size * Any additional work that supports the scope of work 	<ul style="list-style-type: none"> * Schedule of Expenditures of Federal Awards *Schedule of Findings and Questioned Costs * Schedule of Prior Year Audits 		<ul style="list-style-type: none"> *Profile of auditor * Size of organization * Range of activities performed * Statement of staff capability to audit federal programs * Summary of qualifications Approach to the examination 	<ul style="list-style-type: none"> * Overview of firm * Qualifications of Firm * Approach too the Examination * Fee Structure * References



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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: January 25, 2021

RE: **MOTION TO APPOINT MEMBERS TO THE BOARD OF REVIEW**

The three-member board, consists of tax-paying Lathrup Village residents appointed by the City Council. The Board of Review reviews the assessment roll received from the Assessor to check to see it is complete, accurate, uniform and valid. They conduct 2 sessions in March to hear appeals from property owners, and sessions in July and December for correcting clerical errors or mistakes.

The terms are for 3-years. Council is to appoint in January. The members meet annually in February to select a chairperson for the ensuring year.

Currently serving on the Board of Review are:

Leonard Alford III	(term expired 11/20/2020)
Michael McClanaghan	(term expired 11/20/2020)
Rebecca Curtiss	(resigned, term expires 12/31/2021)
Frank Brock, Jr. – alternate	(term expires 12/31/2022)

Appointments should be made for:

- 1 term expiring 12/31/2022
- 1 term expiring 12/31/2023
- 1 term expiring 12/31/2024

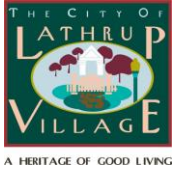
Applications were received from the following. (* = Mayor's recommendations)

Leonard Alford III
 Regina Jones
 Rhonda Wilson

Suggested Motion:

To Appoint to the Board of Review:

_____ for term ending 12/31/2022
 _____ for term ending 12/31/2023
 _____ for term ending 12/31/2024



City of Lathrup Village

27400 Southfield Road
 Lathrup Village, MI 48076
 248-557-2600
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: _____

Please check the committee for which you are applying:

- | | |
|--------------------------------------|----------------------------------|
| Board of Review | Historic District Commission |
| Building Authority | Lathrup Village Foundation Board |
| Downtown Development Authority (DDA) | Marijuana Study Group |
| DDA – Economic Vitality Committee | Planning Commission |
| DDA – Promotions Committee | Recreation Advisory Committee |
| DDA – Design Committee | Other: _____ |

Name:			
Street Address:	City:	State:	Zip:
Home Phone:		Alt. Phone:	
Email:			
Are you at least 18 years of age? Check one: Y N	Are you a registered voter in Lathrup Village? Y N	Have you been a resident of Lathrup Village for over 1 year? Y N	

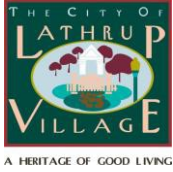
Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

 Applicant Signature

 Date

Return signed & completed application to:
CityClerk@LathrupVillage.org or
 Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076



City of Lathrup Village

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248-557-2600
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: December 21, 2020

Please check the committee for which you are applying:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Historic District Commission |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Marijuana Study Group |
| <input type="checkbox"/> DDA – Economic Vitality Committee | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> DDA – Promotions Committee | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> DDA – Design Committee | <input type="checkbox"/> Other: _____ |

Name: Regina Jones			
Street Address: 18451 Santa Ann	City: Lathrup Village	State: MI	Zip: 48076
Home Phone: 3133301797		Alt. Phone:	
Email: jonesrw25@yahoo.com			
Are you at least 18 years of age? Check one: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

As an accounting professional I have been responsible for managing and reporting on Corporate tax incentive programs, as well as filing corporate property tax returns. This required being able to calculate and validate inventory and real property values. I have served as Taxpayer Advocate and Precinct Delegate in the City of Detroit, Precinct Chairperson in City of Southfield for over 5 years, and currently serve on the Advisory Committee for Lathrup Village Parks & Recreation Department

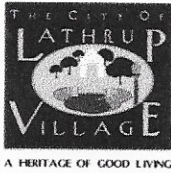
Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

Along with my professional and civic experience, I've held various positions of leadership in the Ushers department of my church, and will begin serving as Church Administrator in 2021.

/s/ Regina Jones
Applicant Signature

12/21
Date

Return signed & completed application to:
CityClerk@LathrupVillage.org or
Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076



City of Lathrup Village

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www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 12/10/2020

Please check the committee for which you are applying:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Historic District Commission |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Marijuana Study Group |
| <input type="checkbox"/> DDA – Economic Vitality Committee | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> DDA – Promotions Committee | <input type="checkbox"/> Recreation Advisory Committee Streets |
| <input type="checkbox"/> DDA – Design Committee | <input type="checkbox"/> & Sidewalks Study Group |
| | Other: _____ |

Name: Rhonda Wilson			
Street Address: 17385 Avilla Blvd	City: Lathrup Village	State: MI	Zip: 48076
Home Phone: (313) 694-2354		Alt. Phone:	
Email: Rhondaarchie322@gmail.com			
Are you at least 18 years of age? Check one: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

The Board of Review hears taxpayer's appeals of the State Equalized Values and/or Taxable Values which the assessing office has placed on their properties. Being a first time homeowner, I can completely understand the questions which arises regarding taxable values as I personally experienced an increase in 2020 which caused me to become personally interested in tax assessments.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

I work in the commercial lending team at TCF Bank in which I look at appraisals (residential and commercial), SEV, and FMV stated on appraisals compared to Zillow. I work with Co-Star, a research tool used in the real estate industry- comparing like properties and can rates to determine estimated market values

Applicant Signature *Rhonda Wilson*

Date 12/10/2020

Return signed & completed application to:
CityClerk@LathrupVillage.org or
Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076



Dr. Sheryl L. Mitchell

City Administrator

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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: January 25, 2021

RE: **MOTION TO APPOINT MEMBERS TO DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

The DDA Board is comprised of residents, business owners, and elected officials who volunteer their time to improve the community. By ordinance, at least 6 members must be persons having an interest in property located within the DDA district. The members of the Board are appointed by the Mayor, and approved by the City Council, for four-year terms.

There is currently a 10-member Board. The DDA has recommended to City Council to reduce the size of the board to nine (9) members.

Currently serving on the DDA are: Dan Sugg (Chair), Bobbi Lovins, Bryan Ford, Fred Prime, Pam Shermeyer (term expires 2/1/2021), Dan Vanderbar, Mayor Kelly Garrett, and City Administrator Sheryl Mitchell Theriot. Cory Fortson was appointed as an alternate. The alternate position has been eliminated.

Appointments should be made for:

- 1 term expiring 2/1/2023 (vacant seat, finish term)
- 1 term expiring 2/1/2025
- 1 term expiring 2/1/2025 (**only** if keeping board at 10 members)

Applications were received from the following. (* = Mayor's recommendations)

- Shyla Beltur (* if keeping 10 members)
- Eleanor Fleming
- Victoria Johnson
- Angela SheMon Godfrey
- * Pam Shermeyer (current term expires 2/1/2021)
- * Mark Watts

Suggested Motion:

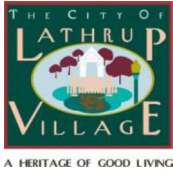
To Appoint to the Downtown Development Authority:

_____ for term ending 2/1/2023
 _____ for term ending 2/1/2025

AND ELIMINATE THE ALTERNATE POSITION AND REDUCE THE SIZE OF THE DDA BOARD TO NINE (9) MEMBERS.

OR --- APPOINT

_____ for term ending 2/1/2025 (**ONLY** if keeping board at 10 members)



City of Lathrup Village

27400 Southfield Road
 Lathrup Village, MI 48076
 248-557-2600
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: Nov12th, 2020

Please check the committee for which you are applying:

- | | |
|--|--|
| <input type="checkbox"/> Board of Review
<input type="checkbox"/> Building Authority
<input checked="" type="checkbox"/> Downtown Development Authority
<input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Lathrup Village Foundation Board
<input type="checkbox"/> Recreation Advisory Committee
<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Other: _____ |
|--|--|

Name: Shyla Beltur			Are you at least 18 years of age? (check one) <input checked="" type="checkbox"/> <input type="checkbox"/>
Street Address: 28551 Southfield Rd #203	City: Lathrup Village	State: Michigan	Zip: 48076
Home Phone: 248 619 9622		Alt. Phone: 248 835 5448	
Email: Shyla@skywaytravel.us			

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I am a business woman and a proud owner of Skyway Travel and Skyway Holdings. I am self employed.

I have been a travel advisor for 20 years now. I manage 3 employees here at Skyway Travel.

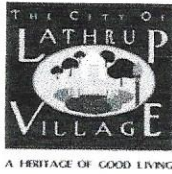
Skyway Travel is a certified member of Michigan Minority Supplier Development Council

I own the building 28551, Southfield Rd under Skyway Holdings. I am responsible for overall management of the building.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

I worked as an engineer at Ford Motor Company for 6 years. I am a team worker. I have integrity and competence

I have held Treasurer, Cultural Secretary positions in the community non profit organisations



City of Lathrup Village

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APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: _____

Please check the committee for which you are applying:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Historic District Commission |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input checked="" type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Marijuana Study Group |
| <input type="checkbox"/> DDA – Economic Vitality Committee | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> DDA – Promotions Committee | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> DDA – Design Committee | <input type="checkbox"/> Other: _____ |

Name: Elenor Fleming			
Street Address: 28610 Eldorado PL	City: Lathrup VL	State: Michigan	Zip: 48076
Home Phone:		Alt. Phone: 734-664-1117	
Email: elenorf12@gmail.com			
Are you at least 18 years of age? Check one: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I have 6 years in IT, I'm the owner of my own Bookkeeping firm and I'm a licensed Real Estate agent in Michigan.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

I'm professional, personal and I take individuals privacy as a priority.

 Applicant Signature

12/13/2020

 Date

Return signed & completed application to:
CityClerk@LathrupVillage.org or
 Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076



City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2500
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 11-24-2020

Please check the committee for which you are applying:

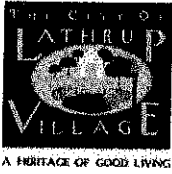
- Board of Review
- Building Authority
- Downtown Development Authority
- Historic District Commission
- Lathrup Village Foundation Board
- Recreation Advisory Committee
- Planning Commission
- Other: _____

Name: <u>Victoria Johnson</u>		Are you at least 18 years of age? (check one) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Street Address: <u>28801 Southfld Rd</u>	City: _____	State: <u>MI</u>	Zip: <u>48076</u>
Home Phone: <u>248 225-6172</u>	Alt. Phone: <u>248 423-777</u>		
Email: <u>MrsVickylynn@YAHOO.COM</u>			

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I am the owner of Glamour Salon
(purchased 28801 Southfld Rd the
building that 3 business are located in
2008. I have had an awesome re-
lationship with the City and the police
deptment.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.



City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2600
www.lathrupvillage.org

RECEIVED

NOV 13 2020

CITY OF LATHRUP VILLAGE

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: Thursday, November 12, 2020

Please check the committee for which you are applying:

- Board of Review
- Building Authority
- Downtown Development Authority
- Historic District Commission
- Lathrup Village Foundation Board
- Recreation Advisory Committee
- Planning Commission
- Other: Board of Directors

Name: <u>Angela SheMan Godfrey</u>		Are you at least 18 years of age? (check one) <input checked="" type="checkbox"/> <input type="checkbox"/>	
Street Address: <u>209 Winona HighlandPk</u>	City: <u>Michigan</u>	State: <u>Michigan</u>	Zip: <u>48203</u>
Home Phone: <u>N/A</u>	Alt. Phone: <u>cell. 313.5742158</u>		
Email: <u>angstudioll@gmail.com</u>			

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I have a Bachelors Degree in Public Administration and Policy. I have been a small business in Lathrup Village, to close ten years. I am part of Beauty Industry which basically serving the public without customers/individual this world wouldn't rotate. We need one another to have organization to provide →

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

I have never held a position on any of the boards listed above, but I feel that I can bring leadership, input and insight and decisions that are brought before me, due to the fact have a license in Esthetics and I also teach this program to incoming students. I also sit on Advisory Board for the school.



City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2600
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 12-10-2020

Please check the committee for which you are applying:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Recreation Advisory Committee |
| <input checked="" type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Other: _____ |

Name: <u>Pam Shermeyer</u>			Are you at least 18 years of age? (check one) <input checked="" type="checkbox"/> <input type="checkbox"/>	
Street Address: <u>28220 Lathrup</u>	City: <u>LV</u>	State: <u>MI</u>	Zip: <u>48076</u>	
Home Phone: _____		Alt. Phone: <u>248 252-7687</u>		
Email: <u>1800sherm@comcast.net</u>				

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

Lathrup Village resident since 1983
Detroit News editor, 1978-2019
DDA board, 2020

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.



City of Lathrup Village

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APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 1/15/2021

Please check the committee for which you are applying:

- | | |
|---|---|
| <input type="checkbox"/> Board of Review
<input type="checkbox"/> Building Authority
<input checked="" type="checkbox"/> Downtown Development Authority (DDA)
<input type="checkbox"/> DDA – Economic Vitality Committee
<input type="checkbox"/> DDA – Promotions Committee
<input type="checkbox"/> DDA – Design Committee | <input type="checkbox"/> Historic District Commission
<input type="checkbox"/> Lathrup Village Foundation Board
<input type="checkbox"/> Marijuana Study Group
<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Recreation Advisory Committee
<input type="checkbox"/> Other: _____ |
|---|---|

Name: Mark Watts			
Street Address: 27837 Sunset Blvd W	City: Lathrup Village	State: MI	Zip: 48076
Home Phone:		Alt. Phone: 313-221-4078	
Email: qualityautosales76@gmail.com			
Are you at least 18 years of age? Check one: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I have been a business owner in Oakland County for several years, which began when I purchased the Oakland Center in Southfield, MI across the street from Southfield High School in 2012. I now operate the executive office of my dealership (Quality Auto Sales LLC) in downtown Lathrup Village located at 28050 Southfield Rd. Also, as a resident of Lathrup Village for over 11 years now, I care deeply about the vitality and development of our city and would like to be involved in the decision-making process that will propel

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

Boys2Men Youth Mentoring Program is a non-profit organization in which I am the president of and it is also located in Lathrup Village. The program has been in operation for three years now and is responsible for a number of charity/outreach events in Lathrup Village such as; Black Tie Affair (annually), The Community Outreach Picnic (2019, Will Be a guest DJ), Giving Thanks Event (annually), Adopt A Family for

Mark Watts

Applicant Signature

01/15/2021

Date

Return signed & completed application to:
CityClerk@LathrupVillage.org or
Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

EXPERIENCE, MEMBERSHIPS

I have been a business owner in Oakland County for several years, which began when I purchased the Oakland Center in Southfield, MI across the street from Southfield High School in 2012. I now operate the executive office of my dealership (Quality Auto Sales LLC) in downtown Lathrup Village located at 28050 Southfield Rd. Also, as a resident of Lathrup Village for over 11 years now, I care deeply about the vitality and development of our city and would like to be involved in the decision-making process that will propel us forward to becoming one of the most sought-after places to live and work.

RELEVANT INFORMATION

Boys2Men Youth Mentoring Program is a non-profit organization in which I am the president of and it is also located in Lathrup Village. The program has been in operation for three years now and is responsible for a number of charity/outreach events in Lathrup Village such as; Black Tie Affair (annually), The Community Outreach Picnic (2019 - WJLB as guest DJ), Giving Thanks Event (annually), Adopt-A-Family for Christmas (2020 - 20 families serviced), worked in conjunction with the non-profit "Have a Heart" to pack and distribute 500 backpacks for the homeless during the Christmas holiday (2020) and collaborate with the Detroit Pistons for outings and special entertainment events for the mentees of the Boys2Men Youth Mentoring Program.