



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: March 20, 2026

RE: DDA Cost Share Agreement FY26-31

Overview

Staff is presenting a proposed Cost Share Agreement between the Downtown Development Authority (DDA) and the City of Lathrup Village for the period of July 1, 2026 through June 30, 2031. This agreement replaces the current agreement adopted for the 2021–2026 term.

The purpose of the agreement is to define the allocation of shared costs, services, and staffing responsibilities between the DDA and the City as they relate to downtown operations, economic development, and public infrastructure.

Summary of Key Changes

The proposed agreement largely maintains the existing structure of shared services and responsibilities, with updates reflecting current operational needs and costs.

Notable changes include:

- **Significant increase in I-696 Service Drive maintenance costs**, now including mowing and snow removal responsibilities.
- **Increase in planning consultant budget** to reflect expanded planning and development activity.
- **Adjustment to staffing allocations**, including the DDA assuming 100% of the DDA & Special Projects Manager position.
- **Increased liability insurance and technology costs** to reflect current market rates.

Cost Comparison: 2021–2026 vs. 2026–2031

Below is a comparison of the annual costs included in both agreements:

Category	2021–2026	2026–2031	\$ Change	% Change
I-696 Maintenance	\$5,000	\$50,000	\$45,000	900%
Streetscaping	\$10,000	\$10,000	\$0	0%
Technology/Software	\$2,700	\$3,000	\$300	11%
Planning Consultant	\$15,300	\$20,000	\$4,700	31%
Liability Insurance	\$4,657	\$6,000	\$1,343	29%

Recommended Action

The DDA Board is asked to review the proposed Cost Share Agreement and provide direction to staff.

A suggested motion is as follows:

“I move to approve the FY2026–2031 Cost Share Agreement between the DDA and the City of Lathrup Village.”