

CITY COUNCIL

Hon. Kelly Garrett
Mayor

Hon. Bruce Kantor
Mayor Pro Tem

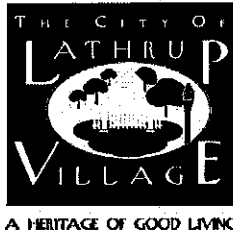
Hon. Saleem Siddiqi
Council Member

Hon. Ian Ferguson
Council Member

Hon. Donna Stallings
Council Member

CITY ATTORNEY

Scott Baker, Esq.
Baker & Elowsky
City Attorney



CITY COUNCIL

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

REGULAR MEETING AGENDA

MONDAY, AUGUST 19, 2019
Council Chambers
7:00 p.m.

ADMINISTRATION

Dr. Sheryl L. Mitchell
City Administrator

Pamela Bratschi
City Treasurer

Scott McKee
Chief of Police

Yvette Talley
City Clerk

Susie Stec
Comm. & Econ. Dev.
DDA Director

Christopher Clough
Parks & Recreation

AGENDA ITEMS

1. **Call to Order** by Mayor Garrett
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**

All items listed under "Consent Agenda" are considered to be routine and non-controversial by the City Council and will be approved by one motion. There will be no separate discussion. If a discussion is desired, that item(s) will be removed from the consent agenda and discussed separately immediately after consent agenda approval in its normal sequence on the regular agenda.

5. **Consent Agenda**
 - A. **Approval of Minutes** – July 22, 2019, Council Study Session
 - B. **Approval of Minutes** – July 22, 2019, Council Meeting
 - C. **Approval of Minutes** – Aug. 5, 2019, Joint Meeting with Planning Commission & DDA
6. **Consider / Approval of Disbursement Reports**
 - A. Disbursement Period 07.01.2019-05.15.2019: \$ 61,413.45
 - B. Disbursement Period 07.16.2019-07.31.2019: \$413,931.17
7. **Consider / Acceptance of the Department Reports**
8. **Public Comment** – Items not on the agenda
 - A. Presentation – Summer in the Village: Caribbean Fest 2019
9. **Public Hearings** – None

10. Action Requests:

- A. Consider / Approval – Resolution Authorizing MLCC Special License Application
- B. Consider / Approval – Agreement for Professional Services with Giffels Webster for Lathrup Village Comprehensive Plan
- C. Consider / Approval – 2nd Reading - An Ordinance To Amend The City Of Lathrup Village Code Of Ordinances At Chapter 14. Buildings And Regulations, Article VI. – Property Maintenance Code; By Deleting Article VI In Its Entirety And Replacing As Follows; In Order To Adopt The 2018 Edition Of The International Property Maintenance Code As The Property Maintenance Code For The City And To Include The Necessary Additions, Insertions And Changes To The Property Maintenance Code Necessitated By The Adoption.
- D. Consider / Approval – 1st Reading of An Ordinance to Amend the Lathrup Village Code of Ordinances to Amend Chapter 30 Article II to Add Division 1 Which Regulates Illicit Discharge in the City
- E. Consider / Approval – Renewal of MML/Meadowbrook Liability & Property Pool Insurance
- F. Appointments – Marijuana Study Group for term ending December 31, 2020:
 - Don Eichstaedt
 - Carl Woodson
- G. Appointment – Recreation Advisory Committee for 3-year term, ending June 30, 2022:
 - Virginia Franklin
 - Cynthia Martin

11. City Administrator Report

12. City Attorney Report

13. Reports of Boards, Commissions and Committees

14. Unfinished / New Business

15. Adjourn

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES JULY 22, 2019

MINUTES OF THE STUDY SESSION MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, JULY 22, 2019 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 5:35 p.m. by Mayor Pro Tem Kantor and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Bruce Kantor

Council members Ian Ferguson, Saleem Siddiqi and Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, City Attorney, Scott Baker, Treasurer, Pamela Bratschi and City Clerk, Yvette Talley

Purpose of meeting to discuss Agenda items

B. Discussion Items:

A. Discussion – Tringali Branch Chipping Service

Robert Zee, Tringali gave an overview and answered specific questions from City Council.

B. Discussion – Infrastructure Study Group Recommendation

Mayor Pro Tem Kantor gave an overview and answered specific questions. Stephen Heyduk & Robert Bendzinski of Bendzinski & Co., Inc. are the registered municipal advisors for the City in connection with the issuance of the Bonds gave an overview and answered specific questions.

C. Discussion – Lathrup Services Contract

Dr. Mitchell gave an overview stating there is a 4% increase in the Lathrup Services contract.

Randy Baldwin gave an overview and answered specific questions. Mayor Garrett stated that if there is a need to call Lathrup Services, contact the Police department and they will contact Lathrup Services.

D. Discussion – See Click Fix

Dr. Mitchell gave an overview and answered specific questions from City Council. It is a digital communications system (with a free mobile app) which allows residents to report non-emergency neighborhood issues. City Council agreed to have the City Administrator purchase the system but Dr. Mitchell will look into another system to compare.

E. Discussion – Agenda Items

C. Mayor and Council Comments

Mayor Pro Tem Kantor asked about the job description for the code enforcement officer and Dr. Mitchell is working on it. Commercial sidewalk program, Dr. Mitchell said she's waiting on quote from the cement company. Discussion regarding -Bank wall, set-up a committee for Southfield Rd. Council member Ferguson said to explore other audit companies because the current audit company Plant & Moran is expensive.

D. Public Comments – None

Motion by Council member Siddiqi, seconded by Council member Stallings to adjourn this meeting.
Motion carried.

E. Adjournment- 7:00 p.m.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, JULY 22, 2019 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 7:08 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett & Mayor Pro Tem Bruce Kantor

Council members Ian Ferguson, Saleem Siddiqi and Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, City Attorney, Scott Baker, Police Chief, Scott McKee, Treasurer, Pamela Bratschi, Community and Economic Development Manager Susie Stec, Giffels Webster, Scott Ringler and City Clerk, Yvette Talley

CO-19-123 APPROVAL OF AGENDA

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Agenda.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-124 CONSENT AGENDA

Approval of Minutes – Study Session June 17, 2019

Motion by Council member Stallings, seconded by Council member Ferguson to approve the minutes of the Study Session meeting on June 17, 2019.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-125 Approval of Minutes – Council Meeting– June 17, 2019

Motion by Council member Stallings, seconded by Council member Ferguson to approve the minutes of the Council meeting on June 17, 2019.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

CO-19-126 Approval of Minutes – Special City Council Meeting – June 22, 2019

Motion by Council member Stallings seconded by Council member Ferguson to approve the minutes of the Special City Council meeting on June 22, 2019.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-127 APPROVAL OF DISBURSEMENT REPORTS

Motion by Council member Stallings, seconded by Council member Ferguson to approve the Disbursement Report of June 1, 2019 through June 15, 2019 totaling \$60,522.04.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-128 APPROVAL OF DISBURSEMENT REPORTS

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to approve the Disbursement Report of June 16, 2019 through June 30, 2019 totaling \$750,599.59.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

**CO-19-129 APPROVAL OF CITY ANNUAL INVESTMENT REPORT AND INVESTMENT
ACCOUNT BALANCES – June 30, 2019**

Motion by Council member Stallings, seconded by Council member Ferguson to approve the City Investment Report and investment account balances – June 30, 2019.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

CO-19-130 **CONSIDERATION OF A MOTION TO ACCEPT DEPARTMENTAL REPORTS**

Motion by Council member Stallings, seconded by Council member Ferguson to approve the Departmental Reports.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-131 **PUBLIC COMMENTS**

Annaka Norris from Oakland County Mainstreet presented the City with a plaque for winning the award, Program on the Rise.

James Ferrell – 27040 Lathrup Blvd concerning his property. Developers of the townhomes have placed parking on 10ft of his property.

CO-19-132 **PUBLIC HEARING**

None

CO-19-133 **ACTION REQUESTS**

A. Consideration of Approval of Lathrup Services Inc.

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Council member Stallings, seconded by Council member Kantor to approve the Master Services Agreement with Lathrup Services, LLC for the budgeted amount of \$395,911 authorize the Mayor to sign on behalf of the City.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

B. Consideration to Approve the Street Improvements Bond Proposal and authorize the Clerk to take the appropriate action to have the measure placed on the November 5, 2019 ballot

Mayor Pro Tem Kantor gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Mayor Pro Tem Kantor to approve the Resolution submitting Street Improvements Bond Proposal and authorize the Clerk to take the appropriate action to have the measure placed on the November 5, 2019 ballot.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

Yes: Ferguson, Garrett, Kantor, Siddiqi

No: Stallings

Motion carried.

- C. Consideration to approve a Resolution Accepting Permanent Utility Easement at 27327 and 27315 Rainbow Circle (Parcel No. 2-14-355-038 and 24-14-355-022)

Scott Baker gave an overview and answered specific questions.

Motion by Council member Ferguson, motion failed due to lack of support.

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve the resolution accepting the permanent utility easement at 27327 and 27315 Rainbow Circle.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- D. Consideration to Approve the First Reading of An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 14. Buildings and Regulations, Article VI – Property Maintenance Code; by Deleting Article VI In Its Entirety and Replacing As Follows; In Order to Adopt The 2018 Edition of The International Property Maintenance Cod As The Property Maintenance Code For The City and To Include The Necessary additions, Insertions and Changes To The Property Maintenance Code Necessitated By the Adoption

Scott Baker gave an overview and answered specific questions.

Motion by Council member Ferguson, second by Council member Stallings to approve the 1st reading of the Ordinance to amend the City of Lathrup Village Code of Ordinances at Chapter 14 – buildings and Regulations, Article VI – Property Maintenance Code.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- E. Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, By Adding Article XII Parks and Recreation Protection and to Repeal Existing Section 46-31

Scott Baker gave an overview and answered specific questions.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

Motion by Council member Ferguson, seconded by Council member Siddiqi to Approve the Second Reading and Adoption of the Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, By Adding Article XII. Parks and Recreation Protection and to Repeal Existing Section 46-31.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- F. Approval of an Ordinance of the Road Commission for Oakland County – Traffic Signal LED Re-lamping (WB I-696 x-Over E Southfield and EB I-696 X-Over W Southfield) for \$11,000

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to Approve the cost sharing with the Road Commission for Oakland County for the Traffic Signal LED Re-lamping project, for an estimated cost of \$11,000.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- G. Approval of SOCWA bylaws revisions

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to Approve the amended articles of incorporation of the Southeastern Oakland County Water Authority.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- H. Consideration of Approval of the Appointments to Historic District Commission for 3 – year term, ending December 31, 2022

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Council member Stallings, seconded by Council member Ferguson to appoint John Dunivant and Dianne Weems to the Historic District Commission, for 3-year terms ending December 31, 2022.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

Motion carried.

- I. Consideration of Approval to Recreation Advisory Committee for 3-year terms, ending June 30, 2022

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to appoint to the Recreation Advisory Committee, for 3-year terms ending June 30, 2022 Loretta DeLoach, Elaine Maintinan and Marcella Rogers.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- J. Consideration of an Appointment of 2019 MERS Conference Officer (and alternate) and Employee (and alternate) and Authorization to Attend Conference (Oct. 3-4, 2019) Grand Traverse resort, Acme, Michigan

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Council member Stallings, seconded by Council member Ferguson to appoint 2018 MERS Conference Pam Bratschi as Officer Delegate, Scott Mckee as Officer Alternate and confirm Charles Becker as Employee Delegate and Roc Upshaw as Employee Alternate.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

- K. Consideration of an Appointment to the MML Workers Compensation Fund Board of Trustees

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor to affirm the nominations as provided by the MML Workers Compensation Board and authorize the City Clerk to Notify the MML before August 10, 2019.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

CO-19-134 CITY ADMINISTRATOR REPORT

City Council Study Session – The next Study Session will be the joint meeting and kick off for the Comprehensive Master Plan process with City Council, DDA and Planning Commission scheduled for Monday, August 5 from 5:30 p.m. – 7:00 pm. in the Community Room.

Infrastructure Study Group – will make their recommendation on Road improvements and funding of the City Council at the July 22 meeting.

Fiscal Year 2018-19 Audit – received a letter of engagement initiating the process to complete the audit. Auditors will be on site the week of August 12th.

Candidate Petitions Deadline to file nomination petitions and Affidavits of Identity are due Tuesday, July 23rd by 4:00 p.m.

DTE Outages – Michigan Attorney General Dana Nessel reminded Consumers Energy and DTE customers they may be eligible for a \$25 credit if they were without power for more than 16 hours as a result of recent electric outages.

Vacation – Dr. Mitchell will be out of the office on Friday, July 26 and August 2nd.

Events/ Activities:

Thursday, July 25, 7:00 p.m. – League of Women voters –Paving the Way to Better Roads” in the Community Room. Panel discussion with Craig Bryson (RCOC), Eric Luper (Citizens Research Council) and Dr. Ron Fisher (MSU, economics Professor).

Meet & greet City Staff – Thursday, August 1st, 4:30 p.m.-6:30 p.m. for music free taco bar. There will be visitors from Albion.

Caribbean Carnival Event –Saturday, September 14 – 11:00 a.m. – 6:00 p.m.- Children’s costume workshop – Saturday, August 7th – VIP reception – Friday, September 13th.

Summer Concerts

July 24 Madelyn Grant (Soul/Neo Soul)

July 31 Nuevo Jazz Detroit (Latin Jazz)

August 7 Thornetta Davis (Blues)

CO-19-135 CITY ATTORNEY REPORT

None

CO-19-136 REPORTS OF BOARDS, COMISSIONS AND COMMITTEES

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JULY 22, 2019

Mayor Pro Tem Kantor gave an overview of the Infrastructure Committee will roll out an education campaign and looking for volunteers to go door- to- door to get the facts out to residents.

Planning Commission approved a site plan for two business law firm and a massage spa which will be located at 27047-27051 Southfield Road.

Council member Stallings – Meet the Lt. Governor Garlin Gilchrist -Town Hall meeting August 1 at 5:30 p.m.

CO-19-137 UNFINISHED/ NEW BUSINESS

Clerk Talley announced - Last day to submit petitions to run for City Council will be July 23rd by 4:00 p.m.

Mayor Garrett and Council member Stallings met with Speaker Nancy Pelosi, Governor Gretchen Whitmer and Congresswoman Brenda Lawrence.

CO-19-138 ADJOURNMENT

Motion by Council Pro Tem Kantor, seconded by Council member Stallings to adjourn this meeting.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

The meeting was adjourned at 9:10 p.m.

Transcribed by Yvette Talley

Mykale Garrett, Mayor

Transcribed by Yvette Talley

City Clerk

Joint Meeting

LATHRUP VILLAGE CITY COUNCIL

LATHRUP VILLAGE PLANNING COMMISSION

LATHRUP VILLAGE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES OF THE COMPREHENSIVE PLAN KICK-OFF MEETING OF THE LATHRUP VILLAGE CITY COUNCIL, LATHRUP VILLAGE PLANNING COMMISSION AND THE DOWNTOWN DEVELOPMENT AUTHORITY
MONDAY, AUGUST 5, 2019 IN THE COMMUNITY ROOM, 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 5:45 p.m. by Mayor Mykale Garrett.

Roll call was taken

Present: Mayor Mykale Garrett and Mayor Pro Tem Bruce Kantor

Council Members Present: Ian Ferguson, Saleem Siddiqi

Excused: Council member: Donna Stallings

Planning members Present: Secretary Jason Hammond

Board Member Charo Hulleza, Board Member Bruce Kantor, Board Member Les Stansbery, Board Member Anna Thompson

Excused: Chair Mark Piotrowski and Vice Chair Bruce Copus

DDA Members Present: Chair Bobbi Lovins, Dan Sugg, Fred Prime, Ryan Hertz, Dan Verderbar, Dr. Sheryl Mitchell

Excused: Jet Dhailiwahl, Ryan Hertz, Sam Surnow, Vernon English

Also Present: City Attorney, Scott Baker, Manager, Community and Economic Development Susie Stec, Manager Parks & Recreation Christopher Clough and City Clerk, Yvette Talley

Others Present: Jill Bahm, Matthew Wojciechowski and Elizabeth Huttenlocher of Giffels Webster

Purpose of this meeting is to discuss the Comprehensive Master Plan

Discussion

- a. Introduction by Jill Bahm – gave an overview and answered specific questions
- b. Assets and ideas

Discussed strengths and weaknesses of: Housing, commercial corridor, recreation, village center

Strengths

Housing – attract new families, good quality housing and neighbors are actual friends

Joint Meeting August 5, 2019

Commercial corridor- freeway, lots of parking, low vacancies, high traffic, potential for redevelopment, anchor stores ex: AT & T and restaurants

Recreation – concerts, park spaces are clean and useable, residents with ideas for events

Village center – a lot of Opportunity, safe, central location, traffic volume, there are some renovated buildings

Weaknesses

Village Center -Traffic, speed of cars, village center needs catalyst development, walkability issues, poorly maintained parking, village center is outdated, development of Annie Lathrup school, electronic signage to draw attention of the village center, an anchor store is needed.

Recreation -No bike lanes, few walking trails, no farmers market, parks are needed in all quadrants of the city.

Commercial Corridor -There is not a cohesive plan to retain business, Southfield road plan stagnated, clean-up sidewalks, lack of greenery, lack of parking, lack of shops in walking distances, no new developments, more lights needed.

Housing -need mixed use development, few opportunities for new housing, not renter friendly, high taxes and poor road conditions.

c. Dot exercise

Brain storming ideas of the positives and the threats to frame discussion for the Planning Commission meetings.

Housing – Positives

Good quality housing, quality school system, good housing value, attract new families because there are lots of ranch homes which are more appealing to seniors.

Negatives – Roads need maintenance, no land to expand, taxes are high, no senior housing, water mains and sidewalks, more starter homes are needed to provide renters a place put down roots, provide more options.

Southfield Road corridor – Positives Annie Lathrup School is an opportunity, potential of swapping city offices over to the school, building on the city current grounds for development, opportunity to find a workable plan to redevelop current stock of city commercial buildings, parking solutions through off street parking, parking as an accessory use in an R-1 district or a combination thereof, continued participation in the Redevelopment Ready community program, expand opportunities for grants, continue to make redevelopment inviting.

Threats – lack of corridor definition, lack of incentive for existing business owners to buy into the redevelopment plan, lack of functional on-site parking to due to shallow commercial lot depths, uncertainty surrounding Southfield road redevelopment, what happens if we fail to attract catalyst anchor development and funding.

Joint Meeting August 5, 2019

Recreation -Positives

Opportunity to fill up the calendar of events, obtain sponsorship of events from local businesses, install bike lanes/bike paths, use recreation events to connect businesses to the city. Park upgrades, implement technology within recreation department increase operational effectiveness of the department.

Threats – competition from other cities, lack of funding, Southfield road reconstruction how the timing can affect our recreational events and recreation is dependent upon other priorities of the city because other priorities may take precedence. Increase staff resources and the capacity to do so.

Village Center – Opportunities

Annie Lathrup school good space for empty nester types of housing, creative uses for older building stock, street scaping, enhanced walkability, pedestrian crossings, positive community support and implement the original village center plan with multi-story mixed use.

Threats – vehicle speeds, lack of pedestrian crossings, lack of interaction with road commission, inaction over all, impact of drive-throughs in the community.

Jill Bahm said strengthening the village center. Bring in new families giving them something to do, keeping empty nesters because there will be something to do. To get to that point, the community has to be committed to the vision. Leadership willing to take the actions that lead to that outcome, be proactive about engaging property owners about identifying businesses, about going out recruiting those kinds of businesses that can help generate walkability in the community rather than waiting for the businesses to come along. Be more intentional about the economic development activity.

Public Comment

Peter Stephan-26444 Meadwood Ct. said the city needs to be walkable and the residents who live south of 696 feel forgotten.

Adjournment

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor to adjourn this meeting.

Meeting adjourned at 7: 18 p.m.

Transcribed by Yvette Talley

City Clerk

At 7:03 p.m. the Regular Planning Commission meeting was called to order by Chair Piotrowski on Tuesday, July 16, 2019 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present: Mark Piotrowski-Chair
Bruce Copus – Vice Chair
Jason Hammond, Secretary
Bruce Kantor – Council Liason
Anna Thompson – Resident

Excused: Commissioners Charo Hulleza and Les Stansbery

Staff Present: Dr. Sheryl Mitchell, City Administrator, Susie Stec, Community and Economic Development Manager and Yvette Talley, City Clerk

Also Present: City Attorney Scott Baker, Jill Bahm and Matthew Wojciechowski of Giffels Webster

All present joined in the Pledge of Allegiance.

PC-68-19 CALL TO ORDER AND ROLL CALL

Roll call was taken. Motion by Commissioner Hammond, seconded by Commissioner Copus to excuse Commissioners Charo Hulleza and Les Stansbery from this meeting.

Motion carried.

PC-69-19 APPROVAL OF AGENDA

Motion by Commissioner Hammond, seconded by Copus Thompson to approve the Agenda.

Motion carried.

PC-70-19 MINUTES OF REGULAR MEETING ON JUNE 18, 2019

Motion by Commissioner Copus, seconded by Commissioner Kantor to approve the minutes of the Regular Meeting of June 18, 2019 with a correction.

Motion carried.

PC-71-19 PUBLIC COMMENT

None

a. Site Plan Review – 27047-27051 Southfield Road

Matthew Wojciechowski – gave an overview and answered specific questions from Commissioners.

Conditions: Bumper blocks are placed on sidewalk on the north side of the building, adequate screening placed on the utility boxes on the northwest side of the building, weeds are controlled in the parking lot and public alleyway, island peninsulas on the north end are maintained with reasonable landscape, secure license for use of the right-of-way, maintain existing landscaping, comply with existing waste removal ordinance.

Motion by Commissioner Kantor, seconded by Commissioner Hammond to approve the site plan review for 27047-27051 Southfield Road along with the above stated conditions.

Motion carried.

None

a. Legal Update

None

b. Staff Update

Susie Stec said Master Plan kick-off will be Monday, August 5th from 5:30 pm-7:00 pm in the community room. August 1st from 4:30pm- 6:30 pm there will be a staff meet and greet at the pavilion. Downtown Development Authority will have an informational meeting on Friday, August 9th at 12 noon.

Bruce Kantor said State of the City address along with a roads and storm ditch town hall meeting on Thursday, July 18th 6:00 p.m. (local roads) Sidewalk improvement program has been adopted by City Council. This summer the sidewalk improvement program will be for the business corridor. Next four summers each quadrant of the City will done so that in 5 years all sidewalks will be repaired.

Dr. Sheryl Mitchell said the State of the City will be July 18th at 6:00pm along with a presentation on the road infrastructure proposal. League of Women voters will have a panel discussion on Thursday, July 25, 2019 in the community room to discuss funding for roads.(major roads) There will be a meet and greet for the residents to meet City staff on Thursday, August 1 at the pavilion with a free taco bar and music. Summer in the village will be a Caribbean festival on Saturday, September 14th from 11am-9pm on the grounds of City Hall.

i. Future training topics

Susie Stec said there will be a training session August 20, the topic of discussion will be public participation plans.

PC-75-19 ADJOURNMENT

Motion by Commissioner Copus, seconded by Commissioner Kantor to adjourn this meeting.

Motion carried.

The meeting adjourned at 7:46 p.m.

Submitted by Yvette Talley

Recording Secretary

CITY OF LATHRUP VILLAGE

Disbursement Report

Period covered 7/1/2019-7/15/2019

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$17,323.10	Bratschi, Carlton,London, Mitchell Schultz,Talley
DDA	\$2,083.33	Stec
Bldg Mnt	\$0.00	
Police	\$39,301.56	Becker, Button, Carmack, Elhourani,Huston Imber,Knoll,Lask,Lawrence, McKee,Roberts Tackett,Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$1,038.79	Carlton
Recreation	\$1,666.67	Clough

Total Gross \$61,413.45

Deductions \$21,858.82

Net Payroll \$39,554.63

*** Fund Totals Include Gross Payroll**

General Fund	\$58,291.33
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$2,083.33
Water & Sewer Fund	\$1,038.79
Total	\$61,413.45

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 7/16/2019-7/31/2019

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$15,198.10	Bratschi, Carlton, London, Mitchell Schultz, Talley
DDA	\$2,083.33	Stec
Bldg Mnt	\$0.00	
Police	\$33,359.57	Becker, Button, Carmack, Elhourani, Huston Imber, Knoll, Lask, Lawrence, McKee, Roberts Tackett, Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$1,038.79	Carlton
Recreation	\$1,666.67	Clough

Total Gross \$53,346.46

Deductions \$19,022.19

Net Payroll \$34,324.27

* Fund Totals Include Gross Payroll

General Fund	\$290,730.42
Major Road Fund	\$6,042.42
Local Road Fund	\$8,347.44
Capital Acquisition Fund	\$31,064.50
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$9,973.37
Water & Sewer Fund	\$67,773.02
Total	\$413,931.17

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	545.25	42801
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. G	INSURANCE	56.34	42815
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	98.30	42836
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	545.25	42873
101-000.000-243.000	ENGINEERING DEPOSITS	GIFTELS-WEBSTER ENG INC	PLAN REVIEW FOR MICHIGAN FIRST EXPANSI	145.00	42859
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	BENNE BAKER	PARK DEPOSIT	100.00	42756
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	COURTNEY LOCKHART	PARK DEPOSIT	100.00	42770
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	GEORGE TAYLOR	COMMUNITY ROOM DEPOSIT	300.00	42781
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	GLORIA DOOLY	CANCELLED PARK, REFUND	200.00	42782
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	KAREN HOLLIS	COMMUNITY ROOM DEPOSIT	400.00	42792
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	PATRINA CALDWELL	COMMUNITY ROOM DEPOSIT	300.00	42814
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ANDRE DUPEYRY	COMMUNITY ROOM DEPOSIT	300.00	42838
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CHARLOTTE GOODWIN	COMMUNITY ROOM DEPOSIT	300.00	42845
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	DEANDREA LEWIS	COMMUNITY ROOM DEPOSIT	180.00	42851
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ERIKA MUDY	COMMUNITY ROOM DEPOSIT	100.00	42856
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	KIM HODGE	COMMUNITY ROOM DEPOSIT	100.00	42867
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	LORI JENNINGS	COMMUNITY ROOM DEPOSIT	300.00	42870
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	MELANIE WHITE	COMMUNITY ROOM DEPOSIT	300.00	42872
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	PENELOPE MATHIS	COMMUNITY ROOM DEPOSIT	300.00	42877
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ROBIN SMITH	COMMUNITY ROOM DEPOSIT	400.00	42879
101-000.000-246.000	POLICE UNION DUES	TIMOTIA BOSWELL	COMMUNITY ROOM DEPOSIT	300.00	42885
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	UNION DUES	66.36	42769
101-000.000-283.000	PERFORMANCE BONDS	POLICE OFFICERS ASSOC.	UNION DUES	582.92	42816
101-000.000-283.000	PERFORMANCE BONDS	Foundations Systems of Mic	BD Bond Refund	150.00	42857
101-000.000-283.000	PERFORMANCE BONDS	FunSpace Direct, LLC	BD Bond Refund	150.00	42858
101-000.000-283.000	PERFORMANCE BONDS	UNDERGROUND CONTRACTORS	BOND RETURN	5,000.00	42886
101-000.000-283.000	PERFORMANCE BONDS	Wallside Windows	BD Bond Refund	150.00	42890
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,058.57	42787
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,839.30	42864
Total For Dept 000.000				18,367.29	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	445.80	42876
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	59.98	42876
101-100.000-803.000	MEMBERSHIPS & MEETINGS	NATIONAL LEAGUE OF CITIES	MEMBERSHIP DUES	833.27	42805
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES PROVIDED	3,212.50	42843
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES PROVIDED	1,121.50	42843
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	1,240.00	42766
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COOKING FOR CONCERT IN THE PARK JULY 10	150.00	42766
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COOKING FOR CONCERT IN THE PARK JULY 31	150.00	42766
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	ASSISTANT JULY 4TH, JULY 5-7TH	240.00	42766
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	KIMBERLY RUSHING	ASSISTANT JULY 13TH AND JULY 14TH	160.00	42795
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COOKING FOR CONCERTS IN THE PARK	450.00	42848
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	ASSISTANT	280.00	42848
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COOKING FOR STATE OF THE CITY ADDRESS	150.00	42848
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	790.00	42848
101-100.000-822.000	TRAINING	KIMBERLY RUSHING	ASSISTANT	80.00	42868
101-100.000-850.000	TELEPHONE EXPENDITURES	OAKLAND COUNTY TREASURER	TRAINING COURSE	80.00	42810
101-100.000-860.000	VEHICLE EXPENSE	COMCAST	CABLE AND INTERNET SERVICE	255.80	42768
101-100.000-900.000	PRINTING/PUBLICATION COSTS	SHERYL MITCHELL	VEHICLE ALLOWANCE	400.00	42880
		C & G NEWSPAPERS	ADVERTISEMENT	226.40	42842
Total For Page 1 of 135				10,325.25	

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Fund 101 GENERAL FUND					
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	218.99	42827
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	3,520.87	42829
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	509.35	42830
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	172.54	42883
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	218.99	42888
Total For Dept 101.000 ADMINISTRATION				4,640.74	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HAI	574.25	42766
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	42801
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HAI	574.25	42848
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	42873
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILLS FOR CITY BUILDINGS	305.57	42764
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	139.54	42849
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	TOWN LOCKSMITH	REPAIR ON LOCK DOWN SYSTEM	119.00	42824
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	ROUTINE MAINTENANCE FOR JULY 2019	207.00	42772
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	REPAIR OF ELEVATOR	331.32	42853
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRlich CO. INC	PEST CONTROL	87.00	42865
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ALLIED BUILDING SERVICES	(REPAIR OF LATER LESS URINALS	1,875.00	42837
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DENNY'S HEATING, COOLING & HAVAC REPAIR		212.50	42852
101-201.000-930.001	BUILDING - GRANTS	SOUTHEAST MICHIGAN REGIONAL GRANT	REIMBURSEMENT	2,569.00	42882
101-201.000-938.000	PARKING LOT & GROUNDS	H2O IRRIGATION INC	SPRINKLER REPAIRS	498.25	42861
Total For Dept 201.000 BUILDING & GROUNDS				8,792.18	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	CHARLES BECKER	REIMBURSEMENT FOR OFFICE BECKER	43.27	42761
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	492.04	42827
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	42827
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	986.41	42829
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	3,122.83	42830
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	10,709.33	42831
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	287.19	42883
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	42888
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	492.04	42888
101-301.000-728.000	EVIDENCE SUPPLIES	THIRD PARTY WITHOLDING ON FOR INFORMATION RELATED TO GARNISHMENT		6.00	42884
101-301.000-803.000	MEMBERSHIPS & MEETINGS	IACP	ANNUAL BILLING FOR IACP NET SERVICE ACC	525.00	42786
101-301.000-822.000	TRAINING	MICHIGAN POLICE TRAINING	TRAINING FOR OFFICER BECKER	250.00	42800
101-301.000-822.000	TRAINING	JENN DAVIES, OCHN	TRAINING FOR OFFICER HUSTON	50.00	42791
101-301.000-822.000	TRAINING	DOLAN CONSULTING GROUP	TRAINING FOR OFFICER BECKER	195.00	42773
101-301.000-822.000	TRAINING	PROFESSIONAL POLICE TRAINING		99.00	42820
101-301.000-822.000	TRAINING	NATIONAL HOSPITALITY INST LQUOR LAW SEMINAR		195.00	42874
101-301.000-823.000	FIREARMS TRAINING	MARIN CONSULTING ASSOCIATE TRAINING FOR SERGEANT ZANG		250.00	42871
101-301.000-823.000	FIRE SERVICE/DISPATCH CONTRACT	VANCE OUTDOORS, INC.	SPRINGFIELD SEMI AUTOMATIC	655.00	42887
101-301.000-828.000	POLICE UNIFORMS & CLEANING	CITY OF SOUTHFIELD	1ST QUARTER BILLING FOR FIRE AND EMS SE	150,591.25	42765
101-301.000-829.000	VEHICLE EXPENSE	HURON VALLEY GUNS	UNIFORMS	261.83	42863
101-301.000-860.000		BIRMINGHAM OIL CHANGE CENTER	OIL CHANGE ON 2018 IMPALA	49.97	42840
Total For Dept 301.000 PUBLIC SAFETY				169,337.20	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILLS FOR CITY BUILDINGS	53.21	42764
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	95.74	42849
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	10,333.30	42796

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 401.000 PUBLIC SERVICE					
Dept 502.000				10,482.25	
101-502.000-801.001	SOCRRRA		REFUSE,, RECYCLABLES AND YARD WASTE COI	13,155.00	42881
				13,155.00	
Dept 601.000 RECREATION					
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	25.00	42827
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	321.26	42829
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	HEALTH INSURANCE	21.51	42883
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	25.00	42888
101-601.000-812.000	COMMUNITY EVENTS	SOPHIA L CHUE	DOWN PAYMENT FOR MARKETING	500.00	42750
101-601.000-812.000	COMMUNITY EVENTS	NICOLE DOERSCHER	FACE PAINTING AND HENNA FOR JULY 26TH E	800.00	42807
101-601.000-812.000	COMMUNITY EVENTS	TERRENCE LESTER	FRIDAY FAMILY FUN NIGHT PERFORMANCE	325.00	42833
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	REIMBURSEMENT FOR CHICKEN WINGS FOR CON	88.40	42848
101-601.000-812.000	COMMUNITY EVENTS	LARRY WILLIAMS	PERFORMANCE FOR AUGUST 1ST MEET AND GRI	200.00	42869
101-601.000-884.000	CONCERTS IN THE PARK	DARELL CAMPBELL	SUMMER CONCERT SERIES	500.00	42749
101-601.000-884.000	CONCERTS IN THE PARK	MAGNATE MEDIA GROUP LLC	CONCERT IN THE PARK JULY 10TH 2019	650.00	42751
101-601.000-884.000	CONCERTS IN THE PARK	JAMES L RYAN	CONCERT IN THE PARK JULY 17, 2019	500.00	42789
101-601.000-884.000	CONCERTS IN THE PARK	ALEXANDRIA WAY	CONCERT IN THE PARK 7/24/19	800.00	42834
101-601.000-884.000	CONCERTS IN THE PARK	DUNCAN JONES	CONCERT IN THE PARK JULY 31ST 2019	650.00	42854
				5,406.17	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS		HEALTH INSURANCE	34.74	42829
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	HEALTH INSURANCE	2.69	42883
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	153.52	42759
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	92.57	42844
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	424.00	42866
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	42796
				6,042.42	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS		HEALTH INSURANCE	34.74	42829
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	HEALTH INSURANCE	2.69	42883
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	153.53	42759
203-703.000-861.000	ROAD MAINTENANCE	GIFFELS-WESTER ENG INC	2018 ROADWAY REPAIR PROJECT	2,305.00	42859
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	92.58	42844
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	424.00	42866
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	42796
				8,347.44	
Fund 258 CAPITAL ACQUISITION FUND					
Dept 000.000					
258-000.000-970.000	CAPITAL EXPENDITURE		DOCUMENT MANAGEMENT, POWERDMS TRAINING	4,239.69	42817
258-000.000-970.000	CAPITAL EXPENDITURE	GONZALEZ SERVICES	DEPOSIT FOR MULCH PROJECT	7,750.00	42835

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Fund 258 CAPITAL ACQUISITION FUND					
Dept 000.000	CAPITAL EXPENDITURE	B & H PHOTO	CABLE EQUIPMENT	3,652.02	42839
258-000.000-970.000	CAPITAL EXPENDITURE	B & H PHOTO	CABLE EQUIPMENT	3,652.02	42839
258-000.000-970.000	CAPITAL EXPENDITURE	B & H PHOTO	CABLE EQUIPMENT	3,652.02	42839
258-000.000-970.000	CAPITAL EXPENDITURE	C V STUDIOS	TWO SANDISK	84.78	42843
258-000.000-970.000	CAPITAL EXPENDITURE	C V STUDIOS	FOUR SANDISK	86.88	42843
258-000.000-970.000	CAPITAL EXPENDITURE	C V STUDIOS	CABLE TV SUPPLIES	79.47	42843
258-000.000-970.000	CAPITAL EXPENDITURE	C V STUDIOS	RUBBER CABLE PROTECTORS	66.49	42843
258-000.000-970.000	CAPITAL EXPENDITURE	C V STUDIOS	TRIPP LITE RACKMOUNT NETWORK	51.13	42843
258-000.000-970.000	CAPITAL EXPENDITURE	GONZALEZ SERVICES	MULCH FOR MUNICIPAL PARKS	7,750.00	42860
Total For Dept 000.000				31,064.50	
Total For Fund 258 CAPITAL ACQUISITION FUND				31,064.50	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000	FARMERS MARKET	CLIFTON GRANT	WEED REMOVAL	100.00	42766
494-000.000-614.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	42.05	42827
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	1,107.32	42829
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	31.96	42883
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	42.05	42888
494-000.000-844.000	MAIN STREET PROGRAM	MEDIAFRESH LLC	BANNERS	3,640.00	42798
494-000.000-845.000	STREETSCAPING	MEDIAFRESH LLC	INSTALLATION OF 28 POLE FLAGS	2,910.00	42798
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	8.33	42827
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	8.33	42888
Total For Dept 000.000				7,890.04	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				7,890.04	
Fund 592 WATER & SEWER FUND					
Dept 536.000	WATER DEPARTMENT	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	42827
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	5,070.10	42829
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	9.49	42883
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	42888
592-536.000-902.000	BILLING SERVICES	POSTMASTER	POSTAGE FOR WATER BILLS	600.00	2489
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	42796
592-536.000-974.000	WATER MAIN PROJECT	EJ USA, INC.	WATER MAIN PARTS	1,110.04	42778
592-536.000-974.000	WATER MAIN PROJECT	EJ USA, INC.	WATER MAIN PARTS	309.66	42855
592-536.000-974.000	WATER MAIN PROJECT	GIFFELS-WEBSTER ENG INC	2018 WATER MAIN PROGRAM	1,117.50	42859
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	42,907.20	42850
Total For Dept 536.000 WATER DEPARTMENT				57,150.44	
Fund 537.000 SEWER DEPARTMENT					
Dept 537.000	SEWER DEPARTMENT	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	42827
537-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	133.31	42829
537-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	9.50	42883
537-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	42888
537-537.000-725.000	PAYING AGENT FEES	THE BANK OF NEW YORK MELLON	BOND PAYMENT	750.00	2492
537-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	42796
537-537.000-939.000	SEWER SYTEM MAINTENANCE	EJ USA, INC.	WATER MAIN PARTS	2,469.29	42855
537-537.000-946.000	RETENTION TANK UTIL-WATER	CITY OF LATHRUP VILLAGE,	WATER BILLS FOR CITY BUILDINGS	68.84	42764
537-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	ENERGY BILLS	14.55	42849
537-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	INTERNET FOR RETENTION TANK	111.85	42768

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PAID

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Fund 592 WATER & SEWER FUND
Dept 537.000 SEWER DEPARTMENT

Total For Dept 537.000 SEWER DEPARTMENT

9,583.79

Total For Fund 592 WATER & SEWER FUND

66,734.23

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	240,506.08	
			Fund 202 MAJOR ROAD FUNI	6,042.42	
			Fund 203 LOCAL ROAD FUNI	8,347.44	
			Fund 258 CAPITAL ACQUIS:	31,064.50	
			Fund 494 DOWNTOWN DEVELK	7,890.04	
			Fund 592 WATER & SEWER I	66,734.23	
			Total For All Funds:	360,584.71	



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sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

July 9, 2019

Via Email

Sheryl Mitchell, DBA, MSA
City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Pam Bratschi, MiCPT, CPFA
City Treasurer
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Re: Legal Department Billing for June 1 through June 30, 2019

Dear Dr. Mitchell and Ms. Bratschi:

The following is our law firm's billing to the City of Lathrup Village for the month of May 2019:

1. General Retainer	\$2,500.00
2. Special Legal Services	\$2,047.50
3. Downtown Development Authority	\$0
4. Project Reimbursement	\$0
5. Prosecution/Code Enforcement	<u>\$ 1,137.50</u>
	\$5,685.00

If you should have any questions, please feel free to contact me.

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker
Lathrup Village Attorney

Enclosures

IBE
LAW OFFICE
BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207
NOVI, MICHIGAN 48375
Phone: (248) 230-4103 Fax: (248) 929-0835
www.bakerelowsky.com

07-09-2019

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

Invoice Number: 861
Invoice Period: 06-01-2019 - 06-30-2019

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
06-02-2019	SRB	Review correspondence from Admin re Hooka bar regulation	0.25	No Charge
06-03-2019	SRB	Review/Respond to correspondence from Admin re Council agenda.	0.25	No Charge
06-03-2019	SRB	Appear for City Council Study Session	2.00	No Charge
06-04-2019	SRB	Review Correspondence from Admin.	0.25	No Charge
06-04-2019	SRB	Review correspondence from Admin re Street Signs.	0.25	No Charge
06-04-2019	SRB	Review multiple correspondence re infrastructure committee.	0.50	No Charge
06-06-2019	SRB	Review correspondence from Admin re Green litigation	0.25	No Charge
06-07-2019	SRB	Review correspondence from Admin re door-to-door solicitor.	0.25	No Charge
06-07-2019	SRB	Review/respond to multiple correspondence re IDEP Ordinance.	0.25	No Charge
06-10-2019	SRB	Review correspondence from Park & Rec Coordinator	0.25	No Charge
06-10-2019	SRB	Review multiple correspondence from Admin	0.50	No Charge
06-10-2019	SRB	Review correspondence from Admin re liquor violation complaints	0.25	No Charge
06-11-2019	SRB	Review correspondence from Police Chief	0.25	No Charge
06-11-2019	SRB	Review correspondence from admin	0.25	No Charge
06-11-2019	SRB	Review correspondence from Clerk re scrappers	0.25	No Charge
06-11-2019	SRB	Review correspondence from Admin re water main project	0.25	No Charge
06-11-2019	SRB	Review correspondence form Admin re IDEP ordinance	0.25	No Charge
06-12-2019	SRB	Review correspondence from Clerk, t/c with same.	0.25	No Charge
06-13-2019	SRB	Draft correspondence/ review response to Admin re resident complaint.	0.25	No Charge
06-13-2019	SRB	Review correspondence from Clerk.	0.25	No Charge

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 1 of 3

Date	Professional	Description	Hours	Amount
06-13-2019	SRB	Review correspondence from Admin re Skyway Travel.	0.25	No Charge
06-13-2019	SRB	Draft correspondence to Admin re 12 Southfield Associates.	0.25	No Charge
06-13-2019	SRB	Review correspondence from S. Stec re Lathrup Village Townhomes	0.25	No Charge
06-13-2019	SRB	Review correspondence from Admin re MERS Authorization form.	0.25	No Charge
06-13-2019	SRB	Review Correspondence from Admin re Notice of claim re 18160 Kilbirnie	0.25	No Charge
06-14-2019	SRB	Review correspondence from S. Stec re Jagged Fork	0.25	No Charge
06-15-2019	SRB	Review correspondence from Admin re 28150 Lathrup Blvd.	0.25	No Charge
06-16-2019	SRB	Review multiple correspondence from Admin re City Council Agenda.	0.50	No Charge
06-17-2019	SRB	Review correspondence from Admin re updated agenda	0.25	No Charge
06-17-2019	SRB	Review correspondence from admin re park ordinance	0.25	No Charge
06-17-2019	SRB	Review correspondence from Admin re Gorbe litigation	0.25	No Charge
06-17-2019	SRB	Review correspondence from admin re lighting contracts	0.25	No Charge
06-17-2019	SRB	Prepare for and attend Regular meeting of City Council.	2.75	No Charge
06-18-2019	SRB	Review correspondence from Admin re Storm water maintenance agreement	0.25	No Charge
06-18-2019	SRB	Review and respond to correspondence from Admin re fireworks	0.25	No Charge
06-19-2019	SRB	Review and respond to correspondence from Clerk re canvasser application	0.25	No Charge
06-19-2019	SRB	Review correspondence from Admin re fee ordinance	0.25	No Charge
06-19-2019	SRB	Review correspondence from Admin re Gorbe Litigation.	0.25	No Charge
06-19-2019	SRB	Review Correspondence from Admin re 18205 Wiltshire; t/c with with same.	0.25	No Charge
06-19-2019	SRB	review correspondence from Admin re MFCU certificate of occupancy	0.25	No Charge
06-20-2019	SRB	Review correspondence from City Clerk re canvasser permit	0.25	No Charge
06-20-2019	SRB	Review correspondence from Admin re Green Litigation	0.25	No Charge
06-21-2019	SRB	Review correspondence from Admin re Special Meeting of City Council Agenda.	0.25	No Charge
06-22-2019	SRB	Review/ respond to correspondence from Admin and Mayor re meeting with MFCU	0.25	No Charge
06-23-2019	SRB	Review correspondence from Admin re car show/cruise	0.25	No Charge
06-23-2019	SRB	Review/ respond to correspondence from Admin and Mayor re meeting with MFCU	0.25	No Charge
06-24-2019	SRB	review multiple correspondence from Admin re MFCU meeting/ conference call.	0.25	No Charge
06-25-2019	SRB	Review multiple correspondence re meeting/conference call with MFCU	0.50	No Charge
06-25-2019	SRB	Review correspondence from City Clerk re notice of publication for ordinance amendments	0.25	No Charge
06-25-2019	SRB	Review and Respond to correspondence from Police Clerk re FOIA request	0.25	No Charge
06-26-2019	SRB	Review Correspondence from Admin re MFCU certificate of occupancy.	0.25	No Charge
06-27-2019	SRB	Review correspondence from admin re copyright infringement	0.25	No Charge

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Page 2 of 3

Date	Professional	Description	Hours	Amount
		claim; telephone conference with same.		
06-27-2019	SRB	Review correspondence from Admin re Door packets left; telephone conference re same.	0.25	No Charge
06-28-2019	SRB	Review correspondence from admin re code enforcement updates.	0.25	No Charge
06-30-2019	SRB			2,500.00
		Total Fees		2,500.00

Time Summary

Professional	Hours	Amount
Scott Baker	18.75	2,500.00
	Total Fees	2,500.00

Total for this Invoice 2,500.00

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Page 3 of 3

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07-09-2019

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

Invoice Number: 862
Invoice Period: 06-01-2019 - 06-30-2019

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
06-02-2019	SRB	Review/ Respond to correspondence from Defense attorney re 12 Southfield Associates.	0.25	32.50
06-04-2019	SRB	Review correspondence from code enforcement officer re 18891 Rainbow Drive.	0.25	32.50
06-04-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001628.	0.25	32.50
06-06-2019	SRB	Review Multiple correspondence re 18891 Rainbow Drive.	0.25	32.50
06-07-2019	SRB	Review/respond to correspondence from code enforcement officer re 12 Southfield Associates.	0.25	32.50
06-07-2019	SRB	Review correspondence from Code Enforcement Officer re Dhal Real Estate violations.	0.25	32.50
06-10-2019	SRB	Review file, draft Order to Correct Violations of the IPMC re: 19L0001627.	0.50	65.00
06-11-2019	SRB	Review/respond to correspondence from attorney for 12 Southfield Associates.	0.25	32.50
06-12-2019	SRB	Appearance in 46th District Court for pre-trials and formal hearings.	3.00	390.00
06-13-2019	SRB	Receipt and review correspondence from defense counsel concerning appearance and hearing date re: 19LV01066.	0.25	32.50
06-17-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01044A; copy to Police Clerk.	0.25	32.50
06-17-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV00950A; copy to Police Clerk.	0.25	32.50
06-17-2019	SRB	Receipt and review notice from 46th District Court. Draft	0.25	32.50

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Page 1 of 2

Date	Professional	Description	Hours	Amount
		correspondence to Officer to appear for formal hearing re: 19LV00700A; copy to Police Clerk.		
06-17-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19L247539A; copy to Police Clerk.	0.25	32.50
06-18-2019	SRB	Review Correspondence from Code Enforcement officer re Dhal Real Estate	0.25	32.50
06-21-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01054A; copy to Police Clerk.	0.25	32.50
06-21-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01066A; copy to Police Clerk.	0.25	32.50
06-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001629.	0.25	32.50
06-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19L247537A; copy to Police Clerk..	0.25	32.50
06-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01159A; copy to Police Clerk.	0.25	32.50
06-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01085A; copy to Police Clerk.	0.25	32.50
06-26-2019	SRB	Telephone conference with code enforcement official	0.25	32.50
06-27-2019	SRB	Receipt and review 46th District Court prosecution calendars for September and October.	0.25	32.50
			Total Fees	1,137.50

Time Summary

Professional	Hours	Amount
Scott Baker	8.75	1,137.50
		Total Fees
		1,137.50

Total for this Invoice 1,137.50

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07-09-2019

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

Invoice Number: 863
Invoice Period: 06-01-2019 - 06-30-2019

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
06-02-2019	SRB	Review correspondence from building official.	0.25	32.50
06-03-2019	SRB	review multiple correspondence from planner and building official re hooka bar regulation.	0.25	32.50
06-04-2019	SRB	Review Order from Tax Tribunal re substitution of counsel re G&A Real Estate Investors appeal.	0.25	32.50
06-04-2019	SRB	Review multiple correspondence re MFCU North Line Drainage project.	0.50	65.00
06-07-2019	SRB	Review correspondence re MFCU NorthLine Drainage project.	0.25	32.50
06-10-2019	SRB	Review multiple correspondence re MFCU North Line Drainage project	0.50	65.00
06-13-2019	SRB	Review/ respond to correspondence from Oakland County Equalization re G&A Real Estate Investors appeal.	0.25	32.50
06-13-2019	SRB	Review multiple correspondence re MFCU North Line Drainage project	0.50	65.00
06-13-2019	SRB	Receipt and review correspondence from counsel for petitioner concerning stipulation to dismiss appeal re: G & A Real Estate Investors LLC Michigan Tax Tribunal matter, MTT Docket No. 18-001810-TT.	0.50	65.00
06-13-2019	SRB	Draft amendment to Parks and Recreation Ordinance	2.00	260.00
06-14-2019	SRB	Review correspondence and Order of Dismissal from Tax Tribunal; Draft correspondence to Treasurer and Oakland County Equalization; Close file.	0.50	65.00
06-14-2019	SRB	Review correspondence and agenda for Planning Commission Meeting.	0.25	32.50
06-15-2019	SRB	Review correspondence re MFCU North Line Drainage project	0.25	32.50
06-18-2019	SRB	Prepare for and attend Planning Commission Meeting	0.75	97.50

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 1 of 2

Date	Professional	Description	Hours	Amount
06-19-2019	SRB	Research legal standing of Clean Water Action and right to canvass	0.50	65.00
06-21-2019	SRB	Review and respond to multiple correspondence between Building Official, Planner, Admin and Economic Development Coordinator re Zoning requirements	0.75	97.50
06-22-2019	SRB	Prepare for and attend Special Meeting of City Council	1.00	130.00
06-24-2019	SRB	Review and respond to multiple correspondence between Building Official, Planner, Admin and Economic Development Coordinator re Zoning requirements	0.50	65.00
06-24-2019	SRB	Review multiple correspondence from CEO of MFCU re joint meeting/conference call.	0.25	32.50
06-25-2019	SRB	Review and respond to multiple correspondence between Building Official, Planner, Admin and Economic Development Coordinator re Zoning requirements	0.50	65.00
06-25-2019	SRB	Conference call with Admin , Mayor and MFCU	1.25	162.50
06-26-2019	SRB	Telephone Conference with City Engineer re North Line Drainage project at MFCU	0.25	32.50
06-26-2019	SRB	Review correspondence from Attorney for MFCU re Certificate of Occupancy; telephone conference with same	0.50	65.00
06-26-2019	SRB	Telephone conference with Building Official re MFCU certificate of occupancy.	0.25	32.50
06-26-2019	SRB	Telephone Conference with City Engineer re North Line Drainage project at MFCU	0.25	32.50
06-26-2019	SRB	Review and respond to multiple correspondence re North Line Drainage project at MFCU	0.75	97.50
06-27-2019	SRB	Draft notice of adoption for Drive-thru use standards ordinance and PUD standards ordinance; draft correspondence to City Clerk re same.	0.50	65.00
06-27-2019	SRB	Review and respond to multiple correspondence re North Line Drainage project at MFCU	0.50	65.00
06-28-2019	SRB	Review and respond to multiple correspondence re North Line Drainage project at MFCU	0.50	65.00
06-28-2019	SRB	Review and respond to correspondence from attorney for MFCU	0.25	32.50
06-28-2019	SRB	Telephone conference with Building Official	0.25	32.50
			Total Fees	2,047.50

Time Summary

Professional	Hours	Amount
Scott Baker	15.75	2,047.50
		Total Fees
		2,047.50

Total for this Invoice 2,047.50

User: PAM

PERIOD ENDING 07/31/2019

DB: Lathrup

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 07/31/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/19 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)		% BDT USED
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Revenues								
Dept 000.000								
101-000.000-401.000	CITY TAXES	2,693,123.00	2,693,123.00	553,938.62	553,938.62	2,139,184.38	20.57	
101-000.000-402.000	REFUSE COLLECTION TAXES	403,957.00	403,957.00	83,092.45	83,092.45	320,864.55	20.57	
101-000.000-409.000	DEIQ PERSONAL PROPERTY REVENUE	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00	
101-000.000-414.000	TAX PENALTIES	38,500.00	38,500.00	0.00	0.00	38,500.00	0.00	
101-000.000-415.000	MISCELLANEOUS REVENUE	12,000.00	12,000.00	90.00	90.00	11,910.00	0.75	
101-000.000-416.001	PROPERTY & LIABILITY DIVIDEND REVENUE	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00	
101-000.000-419.000	AT & T LEASE PAYMENTS	55,000.00	55,000.00	5,074.11	5,074.11	49,925.89	9.23	
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	45,000.00	45,000.00	1,723.69	1,723.69	43,276.31	3.83	
101-000.000-446.000	INVESTMENT INTEREST	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	75,000.00	75,000.00	14,198.91	14,198.91	60,801.09	18.93	
101-000.000-455.000	METRO AUTHORITY-FEE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	
101-000.000-456.000	BUILDING PERMITS	95,000.00	95,000.00	10,636.00	10,636.00	84,364.00	11.20	
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	3,000.00	3,000.00	57.00	57.00	2,943.00	1.90	
101-000.000-458.000	PLUMBING/HEATING PERMITS	24,500.00	24,500.00	1,855.00	1,855.00	22,645.00	7.57	
101-000.000-459.000	ELECTRICAL PERMITS	16,000.00	16,000.00	1,070.00	1,070.00	14,930.00	6.69	
101-000.000-460.000	LICENSES & REGISTRATIONS	9,000.00	9,000.00	55.00	55.00	8,945.00	0.61	
101-000.000-461.000	DOG & CAT LICENSES	1,000.00	1,000.00	77.00	77.00	923.00	7.70	
101-000.000-465.000	CABLE TV REVENUES	120,000.00	120,000.00	0.00	0.00	120,000.00	0.00	
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	20,000.00	20,000.00	2,928.00	2,928.00	17,072.00	14.64	
101-000.000-471.000	DONATIONS-OTHER	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00	
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	60,000.00	60,000.00	5,805.00	5,805.00	54,195.00	9.68	
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	800.00	800.00	0.00	0.00	800.00	0.00	
101-000.000-542.000	SMART CREDITS	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00	
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00	15,000.00	371.00	371.00	14,629.00	2.47	
101-000.000-574.000	STATE SHARED REVENUES	416,425.00	416,425.00	0.00	0.00	416,425.00	0.00	
101-000.000-612.000	DISTRICT COURT FINES	125,000.00	125,000.00	9,436.51	9,436.51	115,563.49	7.55	
101-000.000-626.000	COMMUNITY DEVELOPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	
101-000.000-667.000	MUNICIPAL BUILDING RENT	0.00	0.00	100.00	100.00	(100.00)	100.00	
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	4,917.00	0.00	0.00	4,917.00	0.00	
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	1,639.00	1,639.00	0.00	0.00	1,639.00	0.00	
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00	
Total Dept 000.000		4,373,361.00	4,373,361.00	690,508.29	690,508.29	3,682,852.71	15.79	
TOTAL REVENUES								
		4,373,361.00	4,373,361.00	690,508.29	690,508.29	3,682,852.71	15.79	
Expenditures								
Dept 100.000 - GOVERNMENT SERVICES								
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	27,000.00	27,000.00	0.00	0.00	27,000.00	0.00	
101-100.000-710.000	UNEMPLOYMENT INSURANCE	100.00	100.00	0.00	0.00	100.00	0.00	
101-100.000-712.000	WORKER'S COMP INSURANCE	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00	
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	6,000.00	505.78	505.78	5,494.22	8.43	
101-100.000-732.000	CODE ENFORCEMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	
101-100.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	
101-100.000-803.000	MEMBERSHIPS & MEETINGS	7,000.00	7,000.00	833.27	833.27	6,166.73	11.90	
101-100.000-804.000	BUILDING TRADE INSPECTION	97,100.00	97,100.00	0.00	0.00	97,100.00	0.00	
101-100.000-805.000	CABLE TELEVISION	35,000.00	35,000.00	4,334.00	4,334.00	30,666.00	12.38	
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	28,000.00	28,000.00	3,690.00	3,690.00	24,310.00	13.18	
101-100.000-810.000	AUDITING & ACCOUNTING	27,540.00	27,540.00	0.00	0.00	27,540.00	0.00	
101-100.000-818.000	APPRECIATION DINNER	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
101-100.000-822.000	TRAINING	7,000.00	7,000.00	80.00	80.00	6,920.00	1.14	
101-100.000-832.000	CITIZEN COMMUNICATION/PR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 07/31/2019

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 07/31/2019		ACTIVITY FOR MONTH 07/31/19 INCR (DECR)	AVAILABLE BALANCE		% BDET USED
				NORM (ABNORM)	NORM (ABNORM)		NORM (ABNORM)	NORM (ABNORM)	
Fund 101 - GENERAL FUND									
Expenditures									
101-100.000-840.000	LIBRARY PAYMENT	145,439.00	145,439.00	0.00	0.00	0.00	145,439.00	0.00	
101-100.000-848.000	GOVERNMENT OPERATIONS	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.00	
101-100.000-848.001	TECHNOLOGY	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	
101-100.000-850.000	TELEPHONE EXPENDITURES	16,000.00	16,000.00	255.80	255.80	255.80	15,744.20	1.60	
101-100.000-860.000	VEHICLE EXPENSE	7,500.00	7,500.00	400.00	400.00	400.00	7,100.00	5.33	
101-100.000-880.000	CDBG EXPENDITURES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	
101-100.000-882.000	PLANNING/CONSULTING FEES	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	
101-100.000-883.000	CITY BEAUTIFICATION	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	
101-100.000-900.000	PRINTING/PUBLICATION COSTS	15,000.00	15,000.00	226.40	226.40	226.40	14,773.60	1.51	
101-100.000-901.000	POSTAGE FEES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	
Total Dept 100.000 - GOVERNMENT SERVICES				523,179.00	523,179.00	10,325.25	512,853.75	1.97	
Dept 101.000 - ADMINISTRATION									
101-101.000-701.000	SALARIES FULL-TIME	369,486.00	369,486.00	30,006.27	30,006.27	30,006.27	339,479.73	8.12	
101-101.000-702.000	SALARIES PART-TIME	31,664.00	31,664.00	0.00	0.00	0.00	31,664.00	0.00	
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	114,947.00	114,947.00	6,873.22	6,873.22	6,873.22	108,073.78	5.98	
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	
101-101.000-718.000	ELECTIONS	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	
101-101.000-721.000	DATA PROCESSING & ASSESSMENTS	35,350.00	35,350.00	0.00	0.00	0.00	35,350.00	0.00	
101-101.000-722.000	LEGAL SERVICES	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00	
101-101.000-723.000	BOARD OF REVIEW	560.00	560.00	0.00	0.00	0.00	560.00	0.00	
Total Dept 101.000 - ADMINISTRATION				644,007.00	644,007.00	36,879.49	607,127.51	5.73	
Dept 201.000 - BUILDING & GROUNDS									
101-201.000-702.000	SALARIES PART-TIME	31,000.00	31,000.00	2,448.00	2,448.00	2,448.00	28,552.00	7.90	
101-201.000-920.000	UTILITIES	45,000.00	45,000.00	445.11	445.11	445.11	44,554.89	0.99	
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	28,000.00	28,000.00	2,831.82	2,831.82	2,831.82	25,168.18	10.11	
101-201.000-930.001	BUILDING - GRANTS	7,928.00	7,928.00	2,569.00	2,569.00	2,569.00	5,359.00	32.40	
101-201.000-936.000	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	
101-201.000-938.000	PARKING LOT & GROUNDS	5,500.00	5,500.00	498.25	498.25	498.25	5,001.75	9.06	
Total Dept 201.000 - BUILDING & GROUNDS				119,928.00	119,928.00	8,792.18	111,135.82	7.33	
Dept 301.000 - PUBLIC SAFETY									
101-301.000-701.000	SALARIES FULL-TIME	750,641.00	750,641.00	57,211.72	57,211.72	57,211.72	693,429.28	7.62	
101-301.000-702.000	SALARIES PART-TIME	50,000.00	50,000.00	2,832.22	2,832.22	2,832.22	47,167.78	5.66	
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	435,101.00	435,101.00	25,747.62	25,747.62	25,747.62	409,353.38	5.92	
101-301.000-704.000	SALARIES-OVERTIME	60,000.00	60,000.00	1,732.35	1,732.35	1,732.35	58,267.65	2.89	
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	24,480.00	24,480.00	0.00	0.00	0.00	24,480.00	0.00	
101-301.000-710.000	UNEMPLOYMENT INSURANCE	700.00	700.00	0.00	0.00	0.00	700.00	0.00	
101-301.000-712.000	WORKER'S COMP INSURANCE	15,500.00	15,500.00	0.00	0.00	0.00	15,500.00	0.00	
101-301.000-726.000	OFFICE SUPPLIES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	
101-301.000-727.000	ROAD SUPPLIES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	
101-301.000-728.000	EVIDENCE SUPPLIES	1,500.00	1,500.00	6.00	6.00	6.00	1,494.00	0.40	
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00	3,500.00	525.00	525.00	525.00	2,975.00	15.00	
101-301.000-821.000	POLICE RESERVES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	
101-301.000-822.000	TRAINING	14,000.00	14,000.00	1,039.00	1,039.00	1,039.00	12,961.00	7.42	
101-301.000-823.000	FIREARMS TRAINING	4,500.00	4,500.00	655.00	655.00	655.00	3,845.00	14.56	
101-301.000-824.000	CRIME PREVENTION	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	

User: PAM

PERIOD ENDING 07/31/2019

DB: Lathrup

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	BALANCE NORM (ABNORM)		
Fund 101 - GENERAL FUND								
Expenditures								
101-301.000-825.000	ANIMAL CONTROL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-301.000-826.000	YOUTH & DRUG PROGRAMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	800.00	800.00	0.00	0.00	800.00	0.00	0.00
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	689,623.00	689,623.00	150,591.25	150,591.25	539,031.75	21.84	21.84
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	261.83	261.83	14,738.17	1.75	1.75
101-301.000-836.000	PRISONER LOCKUP	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00	0.00
101-301.000-850.000	TELEPHONE EXPENDITURES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
101-301.000-851.000	RADIO COMMUNICATIONS	16,200.00	16,200.00	0.00	0.00	16,200.00	0.00	0.00
101-301.000-860.000	VEHICLE EXPENSE	40,000.00	40,000.00	49.97	49.97	39,950.03	0.12	0.12
Total Dept 301.000 - PUBLIC SAFETY		2,157,045.00	2,157,045.00	240,651.96	240,651.96	1,916,393.04	11.16	11.16
Dept 401.000 - PUBLIC SERVICE								
101-401.000-703.000	EMPLOYER TAXES & BENEFITS	4,250.00	4,250.00	0.00	0.00	4,250.00	0.00	0.00
101-401.000-890.000	PARK MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00
101-401.000-892.000	SIDEWALK MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00
101-401.000-920.000	UTILITIES	21,000.00	21,000.00	148.95	148.95	20,851.05	0.71	0.71
101-401.000-921.000	CONTRACTUAL SERVICES	123,999.00	123,999.00	10,333.30	10,333.30	113,665.70	8.33	8.33
101-401.000-936.000	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00
Total Dept 401.000 - PUBLIC SERVICE		159,249.00	159,249.00	10,482.25	10,482.25	148,766.75	6.58	6.58
Dept 501.000 - LEAF COLLECTION								
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00
Total Dept 501.000 - LEAF COLLECTION		6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00
Dept 502.000								
101-502.000-801.001	SOCRRA	360,500.00	360,500.00	13,155.00	13,155.00	347,345.00	3.65	3.65
Total Dept 502.000		360,500.00	360,500.00	13,155.00	13,155.00	347,345.00	3.65	3.65
Dept 601.000 - RECREATION								
101-601.000-701.000	SALARIES FULL-TIME	32,250.00	32,250.00	2,500.00	2,500.00	29,750.00	7.75	7.75
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	8,213.00	8,213.00	573.93	573.93	7,639.07	6.99	6.99
101-601.000-712.000	WORKER'S COMP INSURANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-601.000-726.000	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-601.000-806.000	OTHER RECREATION PROGRAMS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	0.00
101-601.000-807.000	BUS TRANSPORTATION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	0.00
101-601.000-811.000	SENIOR ACTIVITIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-601.000-812.000	COMMUNITY EVENTS	20,000.00	20,000.00	1,913.40	1,913.40	18,086.60	9.57	9.57
101-601.000-817.000	FITNESS CENTER EXP	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-601.000-884.000	CONCERTS IN THE PARK	10,000.00	10,000.00	3,100.00	3,100.00	6,900.00	31.00	31.00
Total Dept 601.000 - RECREATION		96,463.00	96,463.00	8,087.33	8,087.33	88,375.67	8.38	8.38
Dept 811.000								
101-811.000-970.000	CAPITAL EXPENDITURE	112,950.00	112,950.00	0.00	0.00	112,950.00	0.00	0.00
101-811.000-999.203	TRANSFER OUT TO LOCAL ROADS	193,812.00	193,812.00	0.00	0.00	193,812.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 07/31/2019

GL NUMBER	DESCRIPTION	2019-20		2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2019 NORM (ABNORM)	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	MONTH 07/31/19 INCR (DECR)	NORM (ABNORM) BALANCE	NORM (ABNORM) BALANCE			
Fund 101 - GENERAL FUND												
Expenditures												
Total Dept 811.000		306,762.00	306,762.00	0.00	0.00	0.00	0.00	306,762.00	306,762.00	0.00		
TOTAL EXPENDITURES		4,373,133.00	4,373,133.00	328,373.46	328,373.46	328,373.46	328,373.46	4,044,759.54	4,044,759.54	7.51		
Fund 101 - GENERAL FUND:												
TOTAL REVENUES		4,373,361.00	4,373,361.00	690,508.29	690,508.29	690,508.29	690,508.29	3,682,852.71	3,682,852.71	15.79		
TOTAL EXPENDITURES		4,373,133.00	4,373,133.00	328,373.46	328,373.46	328,373.46	328,373.46	4,044,759.54	4,044,759.54	7.51		
NET OF REVENUES & EXPENDITURES		228.00	228.00	362,134.83	362,134.83	362,134.83	362,134.83	(361,906.83)	(361,906.83)	8,831.07		

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 07/31/2019

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	NORM (ABNORM)	BALANCE			
Fund 202 - MAJOR ROAD FUND										
Revenues										
Dept 702.000										
202-702.000-574.000	STATE SHARED REVENUES	385,986.00	385,986.00	54,880.64	54,880.64	331,105.36	14.22			
202-702.000-665.000	INVESTMENT INTEREST	400.00	400.00	0.00	0.00	400.00	0.00			
Total Dept 702.000		386,386.00	386,386.00	54,880.64	54,880.64	331,505.36	14.20			
TOTAL REVENUES		386,386.00	386,386.00	54,880.64	54,880.64	331,505.36	14.20			
Expenditures										
Dept 702.000										
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	6,540.00	6,540.00	72.23	72.23	6,467.77	1.10			
202-702.000-705.000	SALARIES-ADMIN	5,460.00	5,460.00	455.00	455.00	5,005.00	8.33			
202-702.000-810.000	AUDITING & ACCOUNTING	5,360.00	5,360.00	0.00	0.00	5,360.00	0.00			
202-702.000-856.000	ADMINISTRATION & ENGINEERING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00			
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	5,000.00	246.09	246.09	4,753.91	4.92			
202-702.000-862.000	ROADSIDE MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00			
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00			
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00			
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00			
202-702.000-870.000	FORESTRY	30,000.00	30,000.00	424.00	424.00	29,576.00	1.41			
202-702.000-921.000	CONTRACTUAL SERVICES	64,019.00	64,019.00	5,334.90	5,334.90	58,684.10	8.33			
202-702.000-970.000	CAPITAL EXPENDITURE	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00			
202-702.000-999.203	TRANSFER OUT TO LOCAL ROADS	173,694.00	173,694.00	0.00	0.00	173,694.00	0.00			
Total Dept 702.000		375,573.00	375,573.00	6,532.22	6,532.22	369,040.78	1.74			
TOTAL EXPENDITURES		375,573.00	375,573.00	6,532.22	6,532.22	369,040.78	1.74			
Fund 202 - MAJOR ROAD FUND:										
TOTAL REVENUES										
TOTAL EXPENDITURES										
NET OF REVENUES & EXPENDITURES										

User: PAM

PERIOD ENDING 07/31/2019

DB: Lathrup

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	BALANCE NORM (ABNORM)		
Fund 203 - LOCAL ROAD FUND								
Revenues								
Dept 703.000								
203-703.000-415.000	MISCELLANEOUS REVENUE	13,603.00	13,603.00	0.00	0.00	13,603.00	0.00	0.00
203-703.000-574.000	STATE SHARED REVENUES	128,662.00	128,662.00	25,662.26	25,662.26	102,999.74	19.95	19.95
203-703.000-665.000	INVESTMENT INTEREST	300.00	300.00	0.00	0.00	300.00	0.00	0.00
203-703.000-690.101	TRANSFER IN FROM GENERAL FUND	193,812.00	193,812.00	0.00	0.00	193,812.00	0.00	0.00
203-703.000-690.202	TRANSFER IN FROM MAJOR ROADS	173,694.00	173,694.00	0.00	0.00	173,694.00	0.00	0.00
Total Dept 703.000		510,071.00	510,071.00	25,662.26	25,662.26	484,408.74	5.03	5.03
TOTAL REVENUES		510,071.00	510,071.00	25,662.26	25,662.26	484,408.74	5.03	5.03
Expenditures								
Dept 703.000								
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	6,540.00	6,540.00	72.23	72.23	6,467.77	1.10	1.10
203-703.000-705.000	SALARIES-ADMIN	5,460.00	5,460.00	455.00	455.00	5,005.00	8.33	8.33
203-703.000-810.000	AUDITING & ACCOUNTING	3,185.00	3,185.00	0.00	0.00	3,185.00	0.00	0.00
203-703.000-852.000	PUBLIC SERVICE BUILDING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
203-703.000-861.000	ROAD MAINTENANCE	318,737.00	318,737.00	2,551.11	2,551.11	316,185.89	0.80	0.80
203-703.000-864.000	TRAFFIC CONTROLS	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
203-703.000-870.000	FORESTRY	30,000.00	30,000.00	424.00	424.00	29,576.00	1.41	1.41
203-703.000-921.000	CONTRACTUAL SERVICES	64,019.00	64,019.00	5,334.90	5,334.90	58,684.10	8.33	8.33
203-703.000-970.000	CAPITAL EXPENDITURE	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00
Total Dept 703.000		481,941.00	481,941.00	8,837.24	8,837.24	473,103.76	1.83	1.83
TOTAL EXPENDITURES		481,941.00	481,941.00	8,837.24	8,837.24	473,103.76	1.83	1.83
Fund 203 - LOCAL ROAD FUND:								
TOTAL REVENUES		510,071.00	510,071.00	25,662.26	25,662.26	484,408.74	5.03	5.03
TOTAL EXPENDITURES		481,941.00	481,941.00	8,837.24	8,837.24	473,103.76	1.83	1.83
NET OF REVENUES & EXPENDITURES		28,130.00	28,130.00	16,825.02	16,825.02	11,304.98	59.81	59.81

PERIOD ENDING 07/31/2019

GL NUMBER	DESCRIPTION	2019-20		2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	2019-20	07/31/2019	NORM (ABNORM)	MONTH 07/31/19	INCR (DECR)	NORM (ABNORM)	% BDGT USED	
Fund 258 - CAPITAL ACQUISITION FUND											
Revenues											
Dept 000.000		400.00	400.00	0.00	0.00	0.00	0.00	400.00	0.00		
258-000.000-446.000	INVESTMENT INTEREST	112,950.00	112,950.00	0.00	0.00	0.00	0.00	112,950.00	0.00		
258-000.000-690.101	TRANSFER IN FROM GENERAL FUND										
Total Dept 000.000		113,350.00	113,350.00	0.00	0.00	0.00	0.00	113,350.00	0.00		
TOTAL REVENUES		113,350.00	113,350.00	0.00	0.00	0.00	0.00	113,350.00	0.00		
Expenditures											
Dept 000.000		112,950.00	112,950.00	31,064.50	31,064.50	31,064.50	31,064.50	81,885.50	27.50		
258-000.000-970.000	CAPITAL EXPENDITURE										
Total Dept 000.000		112,950.00	112,950.00	31,064.50	31,064.50	31,064.50	31,064.50	81,885.50	27.50		
TOTAL EXPENDITURES		112,950.00	112,950.00	31,064.50	31,064.50	31,064.50	31,064.50	81,885.50	27.50		
Fund 258 - CAPITAL ACQUISITION FUND:											
TOTAL REVENUES		113,350.00	113,350.00	0.00	0.00	0.00	0.00	113,350.00	0.00		
TOTAL EXPENDITURES		112,950.00	112,950.00	31,064.50	31,064.50	31,064.50	31,064.50	81,885.50	27.50		
NET OF REVENUES & EXPENDITURES		400.00	400.00	(31,064.50)	(31,064.50)	(31,064.50)	(31,064.50)	31,464.50	7,766.13		

User: PAM

DB: Lathrup

PERIOD ENDING 07/31/2019

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	BALANCE NORM (ABNORM)		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000.000								
494-000.000-407.000	TIFA-CAPTURE TAXES	92,837.00	92,837.00	0.00	0.00	92,837.00	0.00	0.00
494-000.000-410.000	TAX COLLECTED OTHER	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00	0.00
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
494-000.000-614.000	FARMERS MARKET	1,500.00	1,500.00	(100.00)	(100.00)	1,600.00	(6.67)	0.00
494-000.000-615.000	MAIN STREET REVENUES	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00	0.00
Total Dept 000.000		158,237.00	158,237.00	(100.00)	(100.00)	158,337.00	(0.06)	
TOTAL REVENUES		158,237.00	158,237.00	(100.00)	(100.00)	158,337.00	(0.06)	
Expenditures								
Dept 000.000								
494-000.000-701.000	SALARIES FULL-TIME	56,136.00	56,136.00	4,679.57	4,679.57	51,456.43	8.34	
494-000.000-702.000	SALARIES PART-TIME	9,250.00	9,250.00	0.00	0.00	9,250.00	0.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	22,000.00	22,000.00	1,581.31	1,581.31	20,418.69	7.19	
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	200.00	200.00	0.00	0.00	200.00	0.00	0.00
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	0.00	0.00	800.00	0.00	0.00
494-000.000-822.000	TRAINING/MEMBERSHIP	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
494-000.000-844.000	MAIN STREET PROGRAM	6,300.00	6,300.00	3,640.00	3,640.00	2,660.00	57.78	
494-000.000-845.000	STREETSCAPING	3,000.00	3,000.00	2,910.00	2,910.00	90.00	97.00	
494-000.000-882.000	PLANNING/CONSULTING FEES	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00	0.00
494-000.000-887.000	FARMERS MARKET	19,200.00	19,200.00	913.80	913.80	18,286.20	4.76	
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	8,900.00	8,900.00	0.00	0.00	8,900.00	0.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00	0.00
494-000.000-970.000	CAPITAL EXPENDITURE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	0.00
Total Dept 000.000		200,686.00	200,686.00	13,724.68	13,724.68	186,961.32	6.84	
TOTAL EXPENDITURES		200,686.00	200,686.00	13,724.68	13,724.68	186,961.32	6.84	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		158,237.00	158,237.00	(100.00)	(100.00)	158,337.00	0.06	
TOTAL EXPENDITURES		200,686.00	200,686.00	13,724.68	13,724.68	186,961.32	6.84	
NET OF REVENUES & EXPENDITURES		(42,449.00)	(42,449.00)	(13,824.68)	(13,824.68)	(28,624.32)	32.57	

User: PAM

PERIOD ENDING 07/31/2019

DB: Lathrup

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 592 - WATER & SEWER FUND							
Revenues							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00	40,000.00	1,783.00	1,783.00	38,217.00	4.46
592-536.000-640.000	WATER SERVICE	559,065.00	559,065.00	47,308.93	47,308.93	511,756.07	8.46
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00	25,000.00	151.34	151.34	24,848.66	0.61
592-536.000-642.000	METER CHARGE REVENUE	77,792.00	77,792.00	5,750.80	5,750.80	72,041.20	7.39
592-536.000-643.000	REPLACEMENT RESERVE REVENUE	151,003.00	151,003.00	0.00	0.00	151,003.00	0.00
592-536.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 536.000 - WATER DEPARTMENT		857,360.00	857,360.00	54,994.07	54,994.07	802,365.93	6.41
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00	43,000.00	5,048.95	5,048.95	37,951.05	11.74
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,462,770.00	1,462,770.00	98,194.32	98,194.32	1,364,575.68	6.71
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00	43,000.00	2,547.46	2,547.46	40,452.54	5.92
592-537.000-665.000	INVESTMENT INTEREST	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00
Total Dept 537.000 - SEWER DEPARTMENT		1,550,470.00	1,550,470.00	105,790.73	105,790.73	1,444,679.27	6.82
TOTAL REVENUES		2,407,830.00	2,407,830.00	160,784.80	160,784.80	2,247,045.20	6.68
Expenditures							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-701.000	SALARIES FULL-TIME	19,018.00	19,018.00	1,584.80	1,584.80	17,433.20	8.33
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	65,630.00	65,630.00	5,232.53	5,232.53	60,397.47	7.97
592-536.000-706.000	OPER EXPENSE	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	7,130.00	7,130.00	0.00	0.00	7,130.00	0.00
592-536.000-810.000	AUDITING & ACCOUNTING	4,980.00	4,980.00	0.00	0.00	4,980.00	0.00
592-536.000-875.000	PENSION EXPENSE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
592-536.000-902.000	BILLING SERVICES	10,000.00	10,000.00	600.00	600.00	9,400.00	6.00
592-536.000-921.000	CONTRACTUAL SERVICES	71,937.00	71,937.00	5,994.75	5,994.75	65,942.25	8.33
592-536.000-935.000	EQUIPMENT REPLACEMENT	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
592-536.000-937.000	WATER SYSTEM MAINTENANCE	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00	4,917.00	0.00	0.00	4,917.00	0.00
592-536.000-944.000	WATER PURCHASES	397,900.00	397,900.00	0.00	0.00	397,900.00	0.00
592-536.000-955.000	MISCELLANEOUS EXPENDITURES	3,100.00	3,100.00	0.00	0.00	3,100.00	0.00
592-536.000-970.000	CAPITAL EXPENDITURE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
592-536.000-974.000	WATER MAIN PROJECT	500,000.00	500,000.00	45,444.40	45,444.40	454,555.60	9.09
Total Dept 536.000 - WATER DEPARTMENT		1,189,612.00	1,189,612.00	58,856.48	58,856.48	1,130,755.52	4.95
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-701.000	SALARIES FULL-TIME	19,018.00	19,018.00	1,584.80	1,584.80	17,433.20	8.33
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	24,635.00	24,635.00	295.75	295.75	24,339.25	1.20
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	7,650.00	7,650.00	0.00	0.00	7,650.00	0.00
592-537.000-720.000	INTEREST EXPENSE	40,179.00	40,179.00	0.00	0.00	40,179.00	0.00
592-537.000-725.000	PAYING AGENT FEES	750.00	750.00	750.00	750.00	0.00	100.00
592-537.000-810.000	AUDITING & ACCOUNTING	4,980.00	4,980.00	0.00	0.00	4,980.00	0.00
592-537.000-921.000	CONTRACTUAL SERVICES	71,937.00	71,937.00	5,994.75	5,994.75	65,942.25	8.33
592-537.000-939.000	SEWER SYTEM MAINTENANCE	150,000.00	150,000.00	2,469.29	2,469.29	147,530.71	1.65
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	981,442.00	981,442.00	0.00	0.00	981,442.00	0.00
592-537.000-945.000	RETENTION TANK-UTIL ELEC	18,707.00	18,707.00	0.00	0.00	18,707.00	0.00
592-537.000-946.000	RETENTION TANK UTIL-WATER	5,900.00	5,900.00	68.84	68.84	4,931.16	1.38

User: PAM

PERIOD ENDING 07/31/2019

DB: Lathrup

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2019 NORM (ABNORM)	07/31/2019 NORM (ABNORM)	MONTH 07/31/19 INCR (DECR)	NORM (ABNORM)	BALANCE		
Fund 592 - WATER & SEWER FUND										
Expenditures										
592-537.000-947.000	RETENTION TANK UTIL-GAS	300.00	300.00	14.55	14.55	14.55		285.45	4.85	
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	2,000.00	2,000.00	111.85	111.85	111.85		1,888.15	5.59	
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	500.00	0.00	0.00	0.00		500.00	0.00	
592-537.000-950.000	RETENTION TANK SUPPLIES/TOOLS	1,400.00	1,400.00	0.00	0.00	0.00		1,400.00	0.00	
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	15,000.00	15,000.00	0.00	0.00	0.00		15,000.00	0.00	
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	8,800.00	8,800.00	0.00	0.00	0.00		8,800.00	0.00	
592-537.000-955.000	MISCELLANEOUS EXPENDITURES	1,200.00	1,200.00	0.00	0.00	0.00		1,200.00	0.00	
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	34,600.00	34,600.00	0.00	0.00	0.00		34,600.00	0.00	
592-537.000-970.000	CAPITAL EXPENDITURE	142,000.00	142,000.00	0.00	0.00	0.00		142,000.00	0.00	
592-537.000-977.000	ENVIRONMENT COMPL - NON CAPITA	20,000.00	20,000.00	0.00	0.00	0.00		20,000.00	0.00	
Total Dept 537.000 - SEWER DEPARTMENT		1,550,598.00	1,550,598.00	11,289.83	11,289.83	11,289.83		1,539,308.17	0.73	
TOTAL EXPENDITURES										
		2,740,210.00	2,740,210.00	70,146.31	70,146.31	70,146.31		2,670,063.69	2.56	
Fund 592 - WATER & SEWER FUND:										
TOTAL REVENUES		2,407,830.00	2,407,830.00	160,784.80	160,784.80	160,784.80		2,247,045.20	6.68	
TOTAL EXPENDITURES		2,740,210.00	2,740,210.00	70,146.31	70,146.31	70,146.31		2,670,063.69	2.56	
NET OF REVENUES & EXPENDITURES		(332,380.00)	(332,380.00)	90,638.49	90,638.49	90,638.49		(423,018.49)	27.27	
TOTAL REVENUES - ALL FUNDS										
		7,949,235.00	7,949,235.00	931,735.99	931,735.99	931,735.99		7,017,499.01	11.72	
TOTAL EXPENDITURES - ALL FUNDS		8,284,493.00	8,284,493.00	458,678.41	458,678.41	458,678.41		7,825,814.59	5.54	
NET OF REVENUES & EXPENDITURES		(335,258.00)	(335,258.00)	473,057.58	473,057.58	473,057.58		(808,315.58)	141.10	

	<u>Through</u> <u>7/31/2019</u>	<u>Through</u> <u>7/31/2019</u>
101-GENERAL FUND	690,508	328,373
202-MAJOR STREET FUND	54,881	6,532
203-LOCAL STREET FUND	25,662	8,837
258-CAPITAL ACQUISITION FUND	-	31,065
494-DOWNTOWN DEVELOPMENT AUTHORITY	-	13,725
592-WATER & SEWER FUND	160,785	70,146
GRAND TOTAL ALL FUNDS	<u>931,836</u>	<u>458,678</u>

**Over (Under)
Expenses**

362,135

48,348

16,825

(31,065)

(13,725)

90,638

473,158

CITY OF LATHRUP VILLAGE DEPARTMENT REPORTS

July 2019 Police Summaries

7/1/2019 - 19-5827: DWLS

Officers conducted a traffic stop and discovered the driver to have a suspended driver's license. The driver was issued a citation for DWLS and then taken to Berkley PD for processing. The vehicle was impounded. The individual was released after posting bond.

7/2/2019 - 19-5882: Family Trouble

Officers were dispatched to a local residence for a family trouble call. Officers spoke with the reporting party and found that no crime was committed. The reporting party wanted to speak with officers about problems with their ex-spouse. The reporting party was advised on the PPO process.

7/2/2019 - 19-5897: Misdemeanor Arrest Warrant

Officers were dispatched to meet another agency that had an individual on a LVPD warrant. The individual was taken to Berkley PD for processing and then released.

7/3/2019 - 19-5925: Fraud

Officers were dispatched to the LVPD to speak with an individual in regards to a Larceny Report. The reporting party stated that they lost their wallet during a LYFT ride, but didn't notice until after the driver had dropped them off. The next day the reporting party found fraudulent charges and transactions when they checked their account. Officers took a report, advised the reporting party on steps to take and provided an identity theft packet.

7/7/2019 - 19-6055: Family Trouble

Officers were dispatched to a residence for a dispute between two individuals. Officers spoke with both parties and helped mediate the situation.

7/8/2019 - 19-6085: Neighborhood Trouble

An individual came to the LVPD to speak with officers about problems they were having with a neighbor. Officers spoke with the reporting party and took a report.

7/8/2019 - 19-6100: Mental Health Call

Officers were dispatched for a suicidal individual. Officers spoke with the individual and were able to get them to agree to go to a medical facility for evaluation. Officers transported the individual to a medical facility and turned them over to hospital staff.

7/9/2019 - 19-6131: MDOP

Officers were dispatched to a residence because the home owner found a porch window that was broken by a rock. Officers spoke with the reporting party and took a report. A written statement was obtained and photographs were taken.

7/10/2019 - 19-6157: Felony Arrest Warrant

Officers conducted a traffic stop and found the driver had a valid Felony Arrest Warrant. The individual was taken into custody, then transported and turned over to Romulus PD.

7/11/2019 - 19-6192: Aggravated Assault

Officers were dispatched to a residence on a neighbor trouble. Through an investigation it was found that one neighbor pointed a firearm at the other neighbor. Statements were collected and a report was made to be passed onto the prosecutor.

07/12/2019 – 19-6222: Found Property

A credit card was turned into the station by a resident. The owner was located and the property was returned.

07/13/2019 – 19-6257: Operating While Intoxicated

Officers responded to the area of 11 Mile and Evergreen on a slumped subject. Officers arrived and through an investigation, determined the driver was operating under the influence of alcohol. The driver was arrested and the vehicle was impounded.

07/14/2019 – 19-6276: Lost Property

Officers took a report on a lost pistol. Officers later were advised by the reporting party that he had found the firearm. Officers verified that the pistol was in the owner's possession.

07/15/2019 – 19-6305: Assist Other Agency

Officers received a complaint from CPS regarding a family in the city. Through an investigation it was determined that the alleged crime occurred in a different city. This case was passed on to the proper jurisdiction for further investigation.

07/16/2019 – 19-6340: Found Property

A resident came into the station to turn in a found credit card. The owner was located and the card was returned.

07/16/2019 – 19-6343: Civil Matter

Officers were notified by a resident of suspicious people removing belongings from a house located in the city. Officers were aware that the home owner had passed away. Officers made contact with the subjects and discovered that they were family members of the deceased. Officers advised all parties to go through the proper legal pathways to obtain any property that they believed was theirs.

07/18/2019 – 19-6419: Arrest Warrant

Officers were dispatched to Livonia to pick up a subject who had an active warrant out of Lathrup Village. The subject was arrested and transported to the City of Berkley's jail.

07/18/2019 – 19-6426: Lost Property

A resident came into the station to report a lost wallet. A report was made and the subject was given a report number.

07/19/2019 – 19-6453: Prisoner Transport

Officers picked up an arrestee at the 46th District court and transported him to Berkley PD for lodging.

07/20/2019 – 19-6496: PBT

A subject came into the LVPD to blow into the personal breathalyzer as a condition of bond to verify he wasn't under the influence. Payment was collected and the form was filled out.

07/21/2019 – 19-6525: Assist Other Department

Dispatch advised all Officers of a shooting and barricaded gunman near the cities boarder. Officers arrived and assisted on retrieving the shooting victim from the home as well as removing all other occupants. Officers stood by to assist with holding the perimeter for other Southfield Units to arrive.

07/22/2019 – 19-6553: Operating Under the Influence of Narcotics

Officers responded to a slumped driver in the area of 11 Mile and Southfield Rd. Through an investigation it was determined that the driver was driving under the influence of marijuana. The driver was arrested and transported to the Hospital for a blood drawl. The driver was then transported to Berkley PD for housing.

07/24/2019 – 19-6627: Arrest Warrant

Officers were dispatched to the MSP Metro North post to pick up a subject with a valid warrant out of Lathrup Village. The subject was arrested and transported to Berkley PD without incident.

07/24/2019 – 19-6631: Suspicious Circumstances

While on patrol, Officers found a vehicle with a stolen license plate. A traffic stop was initiated and through an investigation it was found that the vehicle was registered to an individual and the license plate was reported stolen. Statements were collected and the plate was confiscated. This case has been sent to the prosecutor's office for review.

07/25/2019 – 19-6664: Suspicious Circumstances

Officers were dispatched to the backyard of a residence. The caller stated that they were digging a trench when they discovered a Tupperware container. Officers discovered that the contents of the container were the remains of a small deceased dog that was buried by the homeowner.

07/26/2019 – 19-6700: Traffic Arrest Warrant

Officers conducted a traffic stop and discovered the driver to have an arrest warrant out of our city. The driver was arrested and transported to Berkley PD.

7/27/2019 – 19-6732: Found Property

Officers were dispatched to local residence because an individual found property that they wanted to turn over. Officers received the property and took it back to the LVPD for safe keeping.

7/27/2019 – 19-6738: Misdemeanor Arrest Warrant

Officers were dispatched to meet another agency that had an individual on a LVPD warrant. The individual was taken to Berkley PD for processing and then released

7/28/2019 – 19-6757: Misdemeanor Arrest Warrant

Officers were dispatched to meet another agency that had an individual on a LVPD warrant. The individual was taken to Berkley PD for processing and then released

7/29/2019 – 19-6782: Neighborhood Trouble

An individual came to the LVPD to speak with officers about problems they were having with a neighbor. Officers spoke with the reporting party and took a report.

7/30/2019 – 19-6813: Misdemeanor Arrest Warrant

An individual came to the LVPD to speak with officers about problems they were having with a neighbor. Officers spoke with the reporting party and took a report.

7/31/2019 – 19-6856: DWLS

Officers conducted a traffic stop and discovered the driver to have a suspended driver's license. The driver was issued a citation for DWLS and then taken to Berkley PD for processing. The vehicle was impounded. The individual was released after posting bond.



Date: August 12, 2019

To: Sheryl Mitchell, City Administrator

From: Susie Stec, Manager – Community & Economic Development

Re: Department Report

Redevelopment Ready Communities (RRC)

We're making good progress on our recertification. MEDC awarded the city \$25K in Technical Assistance funds for the master plan & downtown plan updates.

Trainings/Events/Networking

I have/will be attending the following trainings:

- Increasing Sales & Profits for Destination Businesses w/Jon Schallert – July 24th
- Innovate Michigan! – Aug. 29th
- Michigan Association of Planning (MAP) Annual Conference – Sept. 25th – 27th

Planning Commission

The LVPC had a joint meeting with City Council and DDA Board of Directors for the Comprehensive Plan Kick-Off. This was the first meeting of many in soliciting public input. The city's planning consultants will be putting together a schedule of public engagement meetings. The overall Comprehensive Plan update is anticipated to take 12 – 18 months.

DDA

- Per PA 57 of 2018, the DDA must hold two informational meetings, the first of which was Friday, August 9th. Approximately 20 people (mix of residents & business owners) attended the event. Overall, the feedback was very positive. The next informational meeting will be Tues., Nov. 19th; details will be forthcoming.
- Jagged Fork has installed their sign and is working to get their final inspections. They intend to open after Labor Day.

Grant/Award Opportunities

- MEDC/RRC Technical Assistance – Awarded \$25K for the Comprehensive Plan update.
- SEMCOG TAP Grant – We were asked to make revisions to the initial application. Unfortunately, the reduction in the scope of work puts us out of the running for MDOT funds; however, our application may still be funded by SEMCOG as their funds don't have the same restrictions.

Enforcements By Code Officer

08/07/19

Jim Wright

Enforcement Number	Address	Status	Filed	Closed
E19-0131	18411 W 12 MILE RD 201	Resolved	07/01/19	07/19/19
E19-0132	27735 CALIFORNIA NE DR	Resolved	07/02/19	07/19/19
E19-0142	27330 RED RIVER DR		07/10/19	
E19-0149	27640 MORNINGSIDE PLZ		07/16/19	
E19-0152	17651 Twelve Mile	Resolved	07/19/19	07/24/19
E19-0153	27041 SOUTHFIELD RD 201	Resolved	07/19/19	07/26/19
E19-0154	18160 CORAL GABLES AVE	Discovered	07/19/19	
E19-0155	28001 SOUTHFIELD RD	Discovered	07/26/19	
E19-0156	28408 ELDORADO PL	Discovered	07/26/19	
E19-0157	28684 BLACKSTONE DR	Discovered	07/26/19	
E19-0158	28678 BLACKSTONE DR	Discovered	07/26/19	

Total Enforcements for Jim Wright: 11

Kelda London

Enforcement Number	Address	Status	Filed	Closed
E19-0140	18140 RAINBOW DR		07/10/19	
E19-0141	18870 HAMPSHIRE ST		07/10/19	
E19-0144	27851 RED RIVER DR	Closed	07/10/19	07/16/19
E19-0145	18755 LACROSSE AVE		07/10/19	
E19-0146	27451 GOLDENGATE W DR	Discovered	07/15/19	
E19-0147	18851 BUNGALOW DR		07/15/19	
E19-0148	27723 RED RIVER DR		07/15/19	
E19-0150	18160 CORAL GABLES AVE		07/17/19	
E19-0151	28684 BLACKSTONE DR	Discovered	07/17/19	
E19-0159			07/26/19	

Enforcements By Code Officer

08/07/19

E19-0160	26026 SOUTHFIELD RD	07/26/19
E19-0161	18459 MIDDLESEX AVE	07/26/19
E19-0162	27681 MORNINGSIDE PLZ	07/26/19
E19-0163	28035 SOUTHFIELD RD	07/26/19
E19-0164	27700 SOUTHFIELD RD	07/29/19
Total Enforcements for Kelda London:		15

Total Records: 26

Total Pages2

Enforcement .DateFiled Between 7/1/2019 12:00:00 AM AND 7/31/2019 11:59:59 PM
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Enforcements By Category

08/07/19

BOAT STORAGE

Enforcement Number	Address	Status	Filed	Closed
E19-0144	27851 RED RIVER DR	Closed	07/10/19	07/16/19
E19-0161	18459 MIDDLESEX AVE		07/26/19	
Total Entries: 2				

INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
E19-0162	27681 MORNINGSIDE PLZ		07/26/19	
Total Entries: 1				

ITEMS IN R. O. W.

Enforcement Number	Address	Status	Filed	Closed
E19-0158	28678 BLACKSTONE DR	Discovered	07/26/19	
Total Entries: 1				

PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
E19-0131	18411 W 12 MILE RD 201	Resolved	07/01/19	07/19/19
E19-0142	27330 RED RIVER DR		07/10/19	
E19-0145	18755 LACROSSE AVE		07/10/19	
E19-0146	27451 GOLDENGATE W DR	Discovered	07/15/19	
E19-0149	27640 MORNINGSIDE PLZ		07/16/19	
E19-0152	17651 Twelve Mile	Resolved	07/19/19	07/24/19
Total Entries: 6				

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
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Enforcements By Category

08/07/19

E19-0155 28001 SOUTHFIELD RD Discovered 07/26/19

Total Entries: 1

TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
E19-0132	27735 CALIFORNIA NE DR	Resolved	07/02/19	07/19/19
E19-0140	18140 RAINBOW DR		07/10/19	
E19-0141	18870 HAMPSHIRE ST		07/10/19	
E19-0147	18851 BUNGALOW DR		07/15/19	
E19-0153	27041 SOUTHFIELD RD 201	Resolved	07/19/19	07/26/19
E19-0154	18160 CORAL GABLES AVE	Discovered	07/19/19	
E19-0156	28408 ELDORADO PL	Discovered	07/26/19	
E19-0159			07/26/19	
E19-0160	26026 SOUTHFIELD RD		07/26/19	
E19-0163	28035 SOUTHFIELD RD		07/26/19	
E19-0164	27700 SOUTHFIELD RD		07/29/19	
Total Entries: 11				

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
E19-0151	28684 BLACKSTONE DR	Discovered	07/17/19	
E19-0157	28684 BLACKSTONE DR	Discovered	07/26/19	
Total Entries: 2				

VEHICLE STORAGE

Enforcement Number	Address	Status	Filed	Closed
E19-0150	18160 CORAL GABLES AVE		07/17/19	

Total Entries: 1

Enforcements By Category

08/07/19

YARD WASTE				
Enforcement Number	Address	Status	Filed	Closed
E19-0148	27723 RED RIVER DR		07/15/19	
Total Entries: 1				

Total Records: 26

Population: All Records
Enforcement Date Filed Between 7/1/2019 12:00:00 AM AND 7/31/2019 11:59:59 PM

Enforcements By Category

08/01/19

ITEMS IN R. O. W.

Enforcement Number	Address	Status	Filed	Closed
28678	BLACKSTONE DR	Discovered	07/26/19	
Tree stumps placed out in Road Right of Way to large city will not pickup remove from street				

Total Items in R. O. W. Entries: 1

PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
18411	W 12 MILE RD 201	Resolved	07/01/19	07/19/19
Parking lot has trash (old disintegrated yard waste bag) Trash in the ditch along Guy's Place				
27330	RED RIVER DR		07/10/19	
Tall Grass/Weeds Old Lawn Bags				
27640	MORNINGSIDE PLZ		07/16/19	
POOL NOT MAINTAINED/STANDING WATER ON THE COVER				
17651	Twelve Mile	Resolved	07/19/19	07/24/19
Dumpster enclosure damaged gates missing				

Total Property Maintenance Entries: 4

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
28001	SOUTHFIELD RD	Discovered	07/26/19	
Going out of business signs in windows exceeds allowable time frame. Signage is covering more than %10 of windows. Remove				

Total Sign Violation Entries: 1

TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
27735	CALIFORNIA NE DR	Resolved	07/02/19	07/19/19
Tall Grass				
27041	SOUTHFIELD RD 201	Resolved	07/19/19	07/26/19
Tall weeds along building on Southfield				
18160	CORAL GABLES AVE	Discovered	07/19/19	
Tall grass				

Enforcements By Category

08/01/19

28408 ELDORADO PL	Discovered	07/26/19
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Tall weeds and grass

Total Tall Grass/ Weeds Entries: 4

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
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28684 BLACKSTONE DR		Discovered	07/26/19	
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Car hauler in driveNo address on house.Remove trailer or city will impound. Place address per code on home.

Total Trailer in Yard Entries: 1

Total Records: 11

Enforcement CodeOfficer = Jim Wright,ANN
Enforcement DateFiled Between 7/1/2019 12:00:00 AM/END 7/31/2019 11:59:59 PM

Total Pages2

Enforcements By Category

08/01/19

BOAT STORAGE

Enforcement Number	Address	Status	Filed	Closed
27851	RED RIVER DR	Closed	07/10/19	07/16/19

18459	MIDDLESEX AVE		07/26/19	
jet skies				

Total Boat Storage Entries: 2

INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
27681	MORNINGSIDE PLZ		07/26/19	

Total Inoperable Vehicle Entries: 1

PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
18755	LACROSSE AVE		07/10/19	
Tall Grass Loose Trash Bags				

27451	GOLDENGATE W DR	Discovered	07/15/19	
Neighbor complaint. Fence in disrepair, garbage containers, property in disrepair. Dead rat found in yard. Neighbor called 2x.				

Total Property Maintenance Entries: 2

TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
18140	RAINBOW DR		07/10/19	

18870	HAMPSHIRE ST		07/10/19	
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18851	BUNGALOW DR		07/15/19	
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			07/26/19	
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Enforcements By Category

08/01/19

26026 SOUTHERFIELD RD	07/26/19	
in the parking lot area		
28035 SOUTHERFIELD RD	07/26/19	
27700 SOUTHERFIELD RD	07/29/19	

Total Tall Grass/ Weeds Entries: 7

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
28684 BLACKSTONE DR		Discovered	07/17/19	

Total Trailer in Yard Entries: 1

VEHICLE STORAGE

Enforcement Number	Address	Status	Filed	Closed
18160 CORAL GABLES AVE			07/17/19	
Property Maintenance				

Total Vehicle Storage Entries: 1

YARD WASTE

Enforcement Number	Address	Status	Filed	Closed
27723 RED RIVER DR			07/15/19	

Total Yard waste Entries: 1

Total Records: 15

Enforcement Code Officer = Kelda
London AND
Enforcement Date Filed Between
7/1/2019 12:00:00 AM AND
7/31/2019 11:59:59 PM

Total Pages 2

Monthly Permit List

08/01/2019

Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PB190048	05/17/2019	PICKETT, GERALD	18318 RAINBOW DR	40-24-23-277-003	\$612.00	\$0
Work Description: SEASONAL SUNROOM						
PB190070	06/24/2019	Solomon Property Holdings, LLC	18181 W 12 MILE RD	40-24-14-227-046	\$1,745.00	\$0
Work Description: INTERIOR REMOD As-built drawings required upon completion prior to issuance of certificate of occupancy						
PB190071	06/27/2019	ANSARI, KATRINA	27770 EVERGREEN RD UNIT 140-24-14-306-025		\$200.00	\$0
Work Description: exterior waterproofing						
PB190074	07/01/2019	BROOKS, MELVIN	18444 W GLENWOOD BLVD	40-24-14-255-013	\$466.00	\$0
Work Description: REPLACE SIDING AND GUTTERS						
PB190077	07/15/2019	HALBERSTADT, MARCEL L	18500 SARATOGA BLVD	40-24-14-256-015	\$431.00	\$0
Work Description: NEW ROOF						
PB190079	07/16/2019	HOPKINS, MARSHALL	28451 ELDORADO PL	40-24-14-276-010	\$200.00	\$0
Work Description: INTERIOR WATERPROOFING						
PB190080	07/16/2019	RPU LLC	17373 W 12 MILE RD	40-24-13-102-016	\$1,290.00	\$0
Work Description: NEW PARKING LOT						
PB190081	07/17/2019	PEARSON, WILLIE C	27327 RAINBOW CIR	40-24-14-355-038	\$215.00	\$0
Work Description: DRAIN TILE/BASIN INSTALL						
PB190082	07/19/2019	ANDREWS JR, WILSON	27852 RAINBOW CIR	40-24-14-307-007	\$448.00	\$0
Work Description: NEW ROOF HOUSE AND GARAGE						
PB190083	07/22/2019	HALBERSTADT, MARCEL L	18500 SARATOGA BLVD	40-24-14-256-015	\$215.00	\$0
Work Description: INTERIOR WATERPROOFING TO EXISTING SUMP						

PB190086	07/24/2019	DYE, FREDDIE	26231 MEADOWBROOK WAY	40-24-23-254-013	\$155.00	\$0
Work Description: REPLACEMENT WINDOWS						
PB190088	07/25/2019	LINDSAY, CHARLES E	27683 RAINBOW CIR	40-24-14-328-006	\$452.00	\$0
Work Description: NEW ROOF						
PB190089	07/25/2019	CLARK, ERNEST J	28155 LATHRUP BLVD	40-24-13-155-007	\$290.00	\$0
Work Description: NEW ROOF						
PB190091	07/30/2019	MICETIC, RONALD	18601 CAMBRIDGE BLVD	40-24-14-456-002	\$521.00	\$0
Work Description: REPALCE EXISTING PORCH AND OVERHANG						
PB190092	07/31/2019	MANN, MUNER M	18571 SAN DIEGO BLVD	40-24-14-476-006	\$445.00	\$0
Work Description: NEW ROOF						

Total Permits For Type: 15

Total Fees For Type: \$7,685.00

Total Const. Value For Type: \$0

Electrical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PE190041	06/05/2019	28601 SOUTHFIELD ROAD LLC	28601 SOUTHFIELD RD	40-24-14-231-007	\$80.00	\$0
Work Description: ELECTRICAL SIGN						
PE190052	07/01/2019	HOME TOWNE PROPERTIES I	17575 SUNNYBROOK AVE	40-24-13-359-010	\$125.00	\$0
Work Description: MOVE TO UNDERGROUND SERVICE						
PE190053	07/01/2019	WHITNEY, CHERYL	27717 CALIFORNIA NW DR	40-24-14-427-004	\$75.00	\$0
Work Description: A/C INSTALL						
PE190055	07/08/2019	TOMLINSON, CARL	28432 ELDORADO PL	40-24-14-277-002	\$65.00	\$0
Work Description: A/C INSTALL						

PE190056	07/09/2019	LUNN, DAVID	18140 LINCOLN DR	40-24-23-280-046	\$85.00	\$0
Work Description: NEW SERVICE						
PE190057	07/23/2019	GAKO, STEVE	19200 W 11 MILE RD	40-24-14-385-001	\$95.00	\$0
Work Description: A/C WIRING						
PE190059	07/24/2019	WASHINGTON, TAQUETA	27650 STANFORD CT	40-24-14-427-003	\$65.00	\$0
Work Description: A/C INSTALL						
PE190060	07/24/2019	WADSWORTH, DENNIS	27700 MORNINGSIDE PLZ	40-24-14-310-006	\$95.00	\$0
Work Description: FURANCE AND A/C INSTALL						
PE190061	07/26/2019	ZITRON, IAN	28265 SUNSET W BLVD	40-24-14-255-016	\$95.00	\$0
Work Description: FURANCE AND A/C INSTALL						
PE190062	07/30/2019	GIBSON, PATRICK H	17386 AVILLA BLVD	40-24-13-106-009	\$65.00	\$0
Work Description: A/C INSTALL						
PE190063	07/31/2019	TERRELL, DAVID	18521 SANTA ANN AVE	40-24-23-257-049	\$85.00	\$0
Work Description: ELECTRICAL FOR FURANCE INSTALL						

Total Permits For Type: 11

Total Fees For Type: \$930.00

Total Const. Value For Type: \$0

EXTRA CEMENT PERMIT

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PEXC-012-19	07/09/2019	ROGOWSKI, MICHELLE	18205 WILTSHIRE BLVD	40-24-14-277-007	\$50.00	\$0
Work Description: SIDEWALK REPLACEMENT						

Total Permits For Type: 1

Total Fees For Type: \$50.00

Page 65 of 139

Total Const. Value For Type: \$0

Fence

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PF190013	06/26/2019	PALANCI, JOHN G	18714 SAN DIEGO BLVD	40-24-14-404-018	\$65.00	\$0
Work Description: 6' PRIVACY with a 4' picket fence ^; fence to be placed in rear yard and down bloomfield 1' off side walk 4' vinyl picket fence to go from bloomfield to home then along side yard side and back to home Post hole inspection required						
PF190016	07/31/2019	HILLS, LENELL D	18180 CORAL GABLES AVE	40-24-23-227-024	\$0.00	\$0
Work Description: FENCE						

Total Permits For Type: 2

Total Fees For Type: \$65.00

Total Const. Value For Type: \$0

Mechanical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PM190194	07/01/2019	WHITNEY, CHERYL	27717 CALIFORNIA NW DR	40-24-14-427-004	\$65.00	\$0
Work Description: A/C INSTALL						
PM190195	07/08/2019	TOMLINSON, CARL	28432 ELDORADO PL	40-24-14-277-002	\$80.00	\$0
Work Description: A/C INSTALL						
PM190197	07/16/2019	SHREVE, RONALD F	28741 SUNSET W BLVD	40-24-14-203-012	\$80.00	\$0
Work Description: HOT WATER HEATER						
PM190199	07/22/2019	28601 SOUTHFIELD ROAD LLC	28601 SOUTHFIELD RD	40-24-14-231-007	\$165.00	\$0
Work Description:						

PM190200 07/23/2019 GAKO, STEVE 19200 W 11 MILE RD 40-24-14-385-001 \$115.00 \$0

Work Description:

PM190201 07/24/2019 WASHINGTON, TAQUETA 27650 STANFORD CT 40-24-14-427-003 \$65.00 \$0

Work Description: A/C INSTALL

PM190202 07/24/2019 WADSWORTH, DENNIS 27700 MORNINGSIDE PLZ 40-24-14-310-006 \$115.00 \$0

Work Description: A/C INSTALL

PM190203 07/25/2019 THAYER, CYNTHIA ARMOUR 18775 SUNNYBROOK AVE 40-24-14-454-005 \$80.00 \$0

Work Description: BATH REMOD

PM190204 07/26/2019 ZITRON, IAN 28265 SUNSET W BLVD 40-24-14-255-016 \$130.00 \$0

Work Description: FURANCE AND A/C INSTALL

PM190205 07/30/2019 GIBSON, PATRICK H 17386 AVILLA BLVD 40-24-13-106-009 \$65.00 \$0

Work Description: A/C INSTALL

PM190206 07/31/2019 TERRELL, DAVID 18521 SANTA ANN AVE 40-24-23-257-049 \$90.00 \$0

Work Description: FURANCE INSTALL

PM190207 07/31/2019 CHAMPA, STEVEN R 18732 SAN JOSE BLVD 40-24-14-401-017 \$80.00 \$0

Work Description: NEW DUCTWORK

Total Permits For Type: 12

Total Fees For Type: \$1,130.00

Total Const. Value For Type: \$0

Plumbing

Permit # Date Contractor Job Address Parcel # Fee Total Const. Value

PP190035 07/22/2019 KEELING, RICHARD M 18990 HAMPSHIRE ST 40-24-23-206-001 \$55.00 \$0

Work Description: WATER HEATER

PP190036	07/22/2019	CHAMPA, STEVEN R	18732 SAN JOSE BLVD	40-24-14-401-017	\$140.00	\$0
Work Description: PLUMBING FOR BATH REMOD						
PP190037	07/23/2019	HOPKINS, MARSHALL	28451 ELDORADO PL	40-24-14-276-010	\$55.00	\$0
Work Description: INSIDE DRAIN						
PP190038	07/26/2019	MARTH, CHRISTOPHER	17551 REDWOOD AVE	40-24-13-153-006	\$55.00	\$0
Work Description: WATER HEATER						

Total Permits For Type: 4
Total Fees For Type: \$305.00
Total Const. Value For Type: \$0

Right of Way Construction

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PROW-190039	07/18/2019	INDUS CENTER FOR ACADEM	18239 W 12 MILE RD	40-24-14-227-047	\$1,250.00	\$0
Work Description: INSTALLING FIBER OPTIC CABLE ON EXISTING UTILITY POLES						
PROW-190040	07/30/2019	LV PETRO LLC A MICHIGAN I	26751 SOUTHFIELD	40-24-23-229-018	\$1,250.00	\$0
Work Description: RO W CONSTRUCTION						
PROW-190041	07/30/2019	LV PETRO LLC A MICHIGAN I	26739 SOUTHFIELD	40-24-23-229-018	\$1,250.00	\$0
Work Description: R O W CONSTRUCTION						

Total Permits For Type: 3
Total Fees For Type: \$3,750.00
Total Const. Value For Type: \$0

Report Summary

Permit Status = ISSUED AND
Permit Date Issued Between
7/1/2019 12:00:00 AM AND
7/31/2019 11:59:59 PM

Grand Total Fees: \$13,915.00

Grand Total Permits: 48

Grand Total Const. Value: \$0



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Sheryl Mitchell
City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

August 9, 2019

Invoice No: 21328 - 32

Project 21328 Lathrup Village Plumbing, Mechanical and Electrical Inspections

Invoice & Supporting Documentation for Professional Inspection for Plan Review and Inspection Services Per Agreement (3/18/13).

Permit Fee Revenue Collected by the City (see attached Permit List):

Professional Services from July 1, 2019 to July 31, 2019

PLUMBING, MECHANICAL AND ELECTRICAL PLAN REVIEWS

PLUMBING AND MECHANICAL REINSPECTIONS

MECHANICAL INSPECTIONS

Contract Amount

Number of Revenue \$	1,400.00
Fee Each	.65
Total Fee	910.00

Total Fee	\$910.00
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ELECTRICAL INSPECTIONS

Contract Amount

Number of Revenue \$	1,190.00
Fee Each	.65
Total Fee	773.50

Total Fee	\$773.50
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PLUMBING INSPECTIONS

Contract Amount

Number of Revenue \$	495.00
Fee Each	.65
Total Fee	321.75

Total Fee	\$321.75
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Invoice Total	\$2,005.25
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Outstanding Invoices

Number	Date	Balance
31	7/10/2019	1,641.25
Total		\$1,641.25

THANK YOU. PLEASE REMIT TO ABOVE ADDRESS.

VIA EMAIL: SMITCHELL@LATHRUPVILLAGE.ORG



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MOKA.COM

August 9, 2019

Sheryl Mitchell
City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Invoice No: 21244 - 37

Project 21244 Lathrup Village Building Inspections

Invoice & Supporting Documentation for Inspection for Plan Review and Inspection Services Per Agreement (10/1/12).

Professional Services from July 1, 2019 to July 31, 2019

BUILDING INSPECTIONS PERFORMED

Permit Fee Revenue Collected by City for which the Contractor has provided Inspections, plan reviews and reinspections, including the fee for performing a business license and residential rental inspections and inspections associated with the same business permit (see attached Inspection Lists).

Contract Amount

Number of \$ Permit Fees	6,781.00
Fee Each	.75
Total Fee	5,085.75

Total Fee	\$5,085.75
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CODE ENFORCEMENT SERVICES

Contract Amount

Number of Weeks	4.60
Fee Each	670.00
Total Fee	3,082.00

Total Fee	\$3,082.00
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BUILDING OFFICIAL RETAINER \$100/MONTH

Services as Building Official	100.00	
Total		\$100.00

Invoice Total	<u><u>\$8,267.75</u></u>
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Outstanding Invoices

Number	Date	Balance
36	7/9/2019	9,796.25
Total		\$9,796.25

THANK YOU. PLEASE REMIT TO ABOVE ADDRESS.

VIA EMAIL: SMITCHELL@LATHRUPVILLAGE.ORG

Montly Inspection List

08/07/20

CHARLIE FORD

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
PM190192	27791 LATHRUP BLVD	Final	07/09/19	07/09/19	Approved	130.00
PM190198	18775 SUNNYBROOK AVE	Final	07/23/19	07/23/19	Approved	140.00
PM190196	18175 RAINBOW DR	Final	07/25/19	07/25/19	Approved	130.00

Total Inspections: 3

400.00

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

DWAYNE FRANKS

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
E17-0089	27850 SAN JOSE CT	Ordinance	07/05/17	07/19/19	Complied	0.00
E17-0172	18160 CORAL GABLES AVE	Ordinance	08/23/17	07/19/19	Complied	0.00
PB190064	18610 SAN QUENTIN DR	Final	07/10/19	07/16/19	Disapproved	432.00
PB190069	18855 SAN JOSE BLVD	Final	07/12/19	07/16/19	Approved	439.00
PF190009	18586 SAN DIEGO BLVD	Posthole	07/12/19	07/16/19	Approved	65.00
PB190056	26559 MEADOWOOD N CT	Open Roof	07/12/19	07/16/19	Partially Approv	347.00
PB190052	27831 CALIFORNIA NW DR	Final	07/17/19	07/18/19	Disapproved	424.00
PB190019	26231 MEADOWBROOK WAY	Footing	07/17/19	07/18/19	Approved	828.00
PF190012	27650 BLOOMFIELD DR	Final	07/17/19	07/18/19	Approved	65.00
PB190034	28929 LATHRUP BLVD	Final	07/17/19	07/18/19	Approved	155.00
PSHED-003-19	27852 RAINBOW CIR	final	07/17/19	07/18/19	Approved	65.00
PF190008	18600 SAN DIEGO BLVD	Posthole	06/05/59	07/16/19	Approved	65.00

Total Inspections: 12

2,965.0

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

George Beattie

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
PP190030	18511 WILTSHIRE BLVD	Final	07/02/19	07/03/19	Approved	80.00
PP190027	18464 CORAL GABLES AVE	Final	07/02/19	07/08/19	Approved	70.00

PP190029	18754 DOLORES AVE	Final	07/09/19	07/09/19	Approved	65.00
PP170010	18465 SARATOGA BLVD	Re-Inspector	07/11/19	07/16/19	Disapproved	405.00
PP190033	27270 GOLDENGATE W DR	Final	07/11/19	07/16/19	Approved	80.00
PP180050	26300 MEADOWBROOK WAY	Final	07/18/19	07/19/19	Approved	305.00
PP170010	18465 SARATOGA BLVD	Re-Inspector	07/18/19	07/19/19	Approved	405.00
PP190020	28601 SOUTHFIELD RD	Final	07/25/19	07/25/19	Approved	415.00
PP190032	28250 SOUTHFIELD RD	Final	07/30/19	07/30/19	Approved	0.00
PP190034	26776 MEADOWBROOK WAY	Final	06/07/76	07/23/19	Approved	70.00

Total Inspections: 10

1,950.0

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

Jim Wright

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
E15-0319	18774 SUNNYBROOK AVE	Ordinance	04/13/16	07/19/19	Complied	0.00
E17-0031	18870 SUNBRIGHT AVE	Ordinance	03/30/17	07/19/19	Complied	0.00
E17-0029	17640 WILTSHIRE BLVD	Ordinance	04/06/17	07/19/19	Complied	0.00
E17-0042	26385 LATHRUP BLVD	Ordinance	04/08/17	07/19/19	Complied	0.00
E17-0028	28880 SOUTHFIELD RD	Ordinance	04/18/17	07/24/19	Complied	0.00
E17-0069	18890 BUNGALOW DR	Ordinance	05/03/17	07/24/19	Complied	0.00
E17-0070	26231 MEADOWBROOK WAY	Ordinance	05/03/17	07/19/19	Complied	0.00
E17-0057	26262 MEADOWBROOK WAY	Ordinance	05/03/17	07/19/19	Complied	0.00
E17-0078	17411 REDWOOD AVE	Ordinance	05/08/17	07/19/19	Complied	0.00
E17-0062	18725 SUNNYBROOK AVE	Ordinance	05/10/17	07/19/19	Complied	0.00
E17-0065	27035 MEADOWBROOK WAY	Ordinance	05/26/17	07/24/19	Complied	0.00
E16-0447	27640 MORNINGSIDE PLZ	Ordinance	06/23/17	07/19/19	Complied	0.00
E17-0023	18475 CORAL GABLES AVE	Ordinance	06/23/17	07/19/19	Complied	0.00
E17-0074	18465 SARATOGA BLVD	Ordinance	06/29/17	07/19/19	Complied	0.00
E17-0037	28630 SOUTHFIELD 134	Ordinance	07/14/17	07/24/19	Complied	0.00
E17-0163	18610 SAN DIEGO BLVD	Ordinance	08/17/17	07/24/19	Complied	0.00
E17-0142	18701 SAN QUENTIN DR	Ordinance	08/26/17	07/24/19	Complied	0.00
E17-0151	28025 ELDORADO PL	Ordinance	08/26/17	07/24/19	Complied	0.00
E17-0101	27640 MORNINGSIDE PLZ	Ordinance	10/04/17	07/19/19	Complied	0.00
E17-0195	28672 BLACKSTONE DR	Ordinance	10/28/17	07/24/19	Complied	0.00
E17-0190	18465 SARATOGA BLVD	Ordinance	11/04/17	07/19/19	Complied	0.00
E17-0236	26069 SOUTHFIELD RD	Ordinance	12/29/17	07/19/19	Complied	0.00
E17-0231	18741 SAN JOSE BLVD	Ordinance	12/29/17	07/19/19	Complied	0.00
E17-0227	28730 SUNSET W BLVD	Ordinance	01/26/18	07/19/19	Complied	0.00
E18-0017	27901 SUNSET W BLVD	Ordinance	01/26/18	07/19/19	Complied	0.00
E18-0028	17592 E GLENWOOD BLVD	Ordinance	02/03/18	07/24/19	Complied	0.00

E17-0147	27450 LATHRUP BLVD	Ordinance	02/03/18	07/24/19	Complied	0.00
E18-0075	28831 SOUTHFIELD RD	Ordinance	03/10/18	07/19/19	Complied	0.00
E18-0115	27250 RAINBOW DR	Ordinance	04/28/18	07/24/19	Complied	0.00
E18-0127	27701 CALIFORNIA NW DR	Ordinance	05/18/18	07/19/19	No Violation	0.00
E18-0144	18774 SUNNYBROOK AVE	Ordinance	05/24/18	07/19/19	Complied	0.00
E18-0022	18131 RAMSGATE DR	Ordinance	05/25/18	07/24/19	Complied	0.00
E18-0124	18776 CAMBRIDGE BLVD	Ordinance	05/25/18	07/19/19	Complied	0.00
E18-0143	27660 CALIFORNIA NW DR	Ordinance	07/03/18	07/24/19	Complied	0.00
E18-0151	28025 SUNSET W BLVD	Ordinance	07/04/18	07/24/19	Complied	0.00
E18-0207	27371 ELDORADO PL	Ordinance	07/07/18	07/24/19	Complied	0.00
E18-0052	27330 RED RIVER DR	Ordinance	07/14/18	07/19/19	Complied	0.00
E18-0184	26441 SOUTHFIELD RD	Ordinance	07/14/18	07/24/19	Complied	0.00
E18-0210	28731 BLACKSTONE DR	Ordinance	07/25/18	07/24/19	Complied	0.00
E18-0217	19055 CAMBRIDGE BLVD	Ordinance	07/25/18	07/24/19	Complied	0.00
E18-0093	27236 SOUTHFIELD RD	Ordinance	07/25/18	07/24/19	Complied	0.00
E18-0163	26333 SOUTHFIELD RD	Ordinance	07/25/18	07/24/19	Complied	0.00
E18-0224	17555 RAINBOW DR	Ordinance	07/25/18	07/19/19	Complied	0.00
E18-0219	27330 RED RIVER DR	Ordinance	07/25/18	07/19/19	Complied	0.00
E18-0288	18810 ALHAMBRA AVE	Ordinance	10/04/18	07/19/19	Complied	0.00
E18-0133	18457 SARATOGA BLVD	Ordinance	10/11/18	07/24/19	Complied	0.00
E18-0254	28761 BLOOMFIELD DR	Ordinance	10/15/18	07/24/19	Complied	0.00
E18-0275	17401 SAN ROSA BLVD	Ordinance	10/15/18	07/24/19	Complied	0.00
E18-0287	27411 LATHRUP BLVD	Ordinance	10/15/18	07/19/19	Complied	0.00
E18-0261	17310 RAINBOW DR	Ordinance	10/22/18	07/24/19	Complied	0.00
E18-0251	27330 RED RIVER DR	Ordinance	10/24/18	07/19/19	Complied	0.00
E18-0306	18461 SANTA ANN AVE	Ordinance	10/24/18	07/19/19	Complied	0.00
E18-0322	27460 GOLDENGATE W DR	Ordinance	12/03/18	07/19/19	Complied	0.00
E18-0335	17576 SUNNYBROOK AVE	Ordinance	12/29/18	07/19/19	Complied	0.00
E19-0032	28831 SOUTHFIELD	Ordinance	04/15/19	07/19/19	Complied	0.00
E19-0024	18790 SUNNYBROOK AVE	Ordinance	04/19/19	07/19/19	No Violation	0.00
E19-0011	18470 SANTA ANN AVE	Ordinance	04/25/19	07/19/19	Complied	0.00
E19-0039	27330 RED RIVER DR	Ordinance	05/15/19	07/19/19	Complied	0.00
E19-0068	26021 SOUTHFIELD RD	Ordinance	05/25/19	07/24/19	Complied	0.00
E19-0079	18155 AVILLA BLVD	Ordinance	05/30/19	07/19/19	Complied	0.00
E19-0016	17640 WILTSHIRE BLVD	Ordinance	06/06/19	07/19/19	Complied	0.00
E19-0129	19015 LACROSSE AVE	Ordinance	06/07/19	07/19/19	Complied	0.00
E19-0112	27411 SOUTHFIELD RD	Ordinance	06/07/19	07/19/19	Complied	0.00
E19-0130	18918 HAMPSHIRE ST	Ordinance	06/29/19	07/10/19	Complied	0.00
E19-0131	18411 W 12 MILE RD 201	Ordinance	07/01/19	07/19/19	Complied	0.00
E19-0132	27735 CALIFORNIA NE DR	Ordinance	07/02/19	07/19/19	Complied	0.00
PB190069	18855 SAN JOSE BLVD	Open Roof	07/08/19	07/08/19	Approved	439.00
E19-0043	18100 W 11 MILE RD	Ordinance	07/09/19	07/24/19	Complied	0.00
PB190041	18290 W 11 MILE RD	Final	07/10/19	07/16/19	Locked Out	245.00

E19-0067	28711 SUNSET W BLVD	Ordinance	07/10/19	07/19/19	Complied	0.00
PB190068	26269 MEADOWBROOK WAY	Post Hole	07/10/19	07/16/19	Approved	516.00
PB190068	26269 MEADOWBROOK WAY	Final	07/19/19	07/19/19	Approved	516.00
E18-0300	28645 SOUTHFIELD RD	Ordinance	07/19/19	07/19/19	Complied	0.00
E19-0122	27820 RACKHAM DR	Ordinance	07/19/19	07/19/19	Complied	0.00
E19-0074	28861 SOUTHFIELD	Ordinance	07/19/19	07/19/19	Complied	0.00
PB180045	26300 MEADOWBROOK WAY	Final	07/24/19	07/24/19	Approved	754.00
PB190062	18544 SARATOGA BLVD	Final	07/24/19	07/24/19	Approved	155.00
E19-0017	28505 SOUTHFIELD RD	Ordinance	07/24/19	07/24/19	Complied	0.00
E19-0152	17651 Twelve Mile	Ordinance	07/24/19	07/24/19	Complied	0.00
E19-0126	18465 SARATOGA BLVD	Ordinance	07/24/19	07/24/19	Complied	0.00
E19-0106	27840 SUNSET W BLVD	Ordinance	07/24/19	07/24/19	Complied	0.00
PB180122	17310 RAINBOW DR	Final	07/25/19	07/24/19	Approved	260.00
CBUS-19-139	28871 SOUTHFIELD	Initial	07/26/19	07/26/19	Complied	0.00
PB190084	27577 RACKHAM DR	Final	07/26/19	07/26/19	Approved	432.00
E19-0119	18441 W GLENWOOD BLVD	Ordinance	07/26/19	07/26/19	Complied	0.00
E19-0128	28871 SOUTHFIELD	Ordinance	07/26/19	07/26/19	Complied	0.00
E19-0121	27514 RACKHAM DR	Ordinance	07/26/19	07/26/19	Complied	0.00
E19-0096	27821 RED RIVER DR	Ordinance	07/26/19	07/26/19	Complied	0.00
E19-0118	28901 SOUTHFIELD RD	Ordinance	07/26/19	07/26/19	Complied	0.00
E19-0153	27041 SOUTHFIELD RD 201	Ordinance	07/26/19	07/26/19	Complied	0.00
PB190049	27772 SANTA BARBARA DR	Final	07/31/19	07/31/19	Approved	417.00
PB190075	28250 SOUTHFIELD RD	Final	07/31/19	07/31/19	Approved	496.00
E19-0065	28425 WOODWORTH WAY	Ordinance	07/31/19	07/31/19	Complied	0.00
PB180096	26300 MEADOWBROOK WAY	Final	08/01/19	07/31/19	Approved	200.00

Total Inspections: 94

4,470.0

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

Kelda London

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
E19-0138	26021 SOUTHFIELD RD 101A	Ordinance	06/11/19	07/02/19	Complied	0.00
E19-0111	18841 HAMPSHIRE ST	Ordinance	06/29/19	07/10/19	Not Complied	0.00
E19-0144	27851 RED RIVER DR	Ordinance	07/10/19	07/16/19	Complied	0.00

Total Inspections: 3

0.00

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

paul cronk

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
PE180111		SERVICE CI	07/02/19	07/02/19	Approved	1,097.00
PE180103	26300 MEADOWBROOK WAY	Final	07/02/19	07/02/19	Disapproved	417.00
PE190052	17575 SUNNYBROOK AVE	FINAL	07/02/19	07/02/19	Disapproved	125.00
PE190047	27791 LATHRUP BLVD	Final	07/09/19	07/09/19	Approved	95.00
PE190052	17575 SUNNYBROOK AVE	rough	07/09/19	07/09/19	Approved	125.00
PE190014	17310 RAINBOW DR	Re-Inspector	07/09/19	07/09/19	Approved	200.00
PE190035	27745 RACKHAM DR	Re-Inspector	07/09/19	07/09/19	Approved	110.00
PE160056	18465 SARATOGA BLVD	Re-Inspector	07/11/19	07/16/19	Approved	115.00
PE180103	26300 MEADOWBROOK WAY	Final	07/11/19	07/16/19	Approved	417.00
PE180087	26740 BLOOMFIELD S DR	Final	07/16/19	07/16/19	Approved	120.00
PE190032	18471 ROSELAND BLVD	Final	07/16/19	07/16/19	Approved	65.00
PE190050	18732 SAN JOSE BLVD	Rough	07/16/19	07/16/19	Approved	159.00
PE190056	18140 LINCOLN DR	Final/TEMP	07/23/19	07/23/19	Approved	85.00
PE190054	18175 RAINBOW DR	Final	07/25/19	07/25/19	Approved	95.00
PE190058	18850 SUNBRIGHT AVE	Final	07/25/19	07/25/19	Approved	85.00
PE190017	18815 SARATOGA BLVD	Final	07/30/19	07/30/19	Disapproved	55.00

Total Inspections: 16**3,445.0****Report Summary**

Inspection Date Time Completed
 Between 7/1/2019 12:00:00 AM
 AND 7/31/2019 11:59:59 PM

Steve Tino

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
E18-0323	27460 GOLDENGATE W DR	Ordinance	12/03/18	07/19/19	Complied	0.00

Total Inspections: 1**0.00****Report Summary**

Inspection Date Time Completed
 Between 7/1/2019 12:00:00 AM
 AND 7/31/2019 11:59:59 PM

Tim Prast

Record #	Address	Type	Date		Result	Permit Cost
			Scheduled	Completed		
PEXC-012-19	18205 WILTSHIRE BLVD	FRAMING	07/11/19	07/16/19	Approved	50.00
PEXC-006-19	18838 MIDDLESEX AVE	FRAMING	07/16/19	07/16/19	Disapproved	120.00

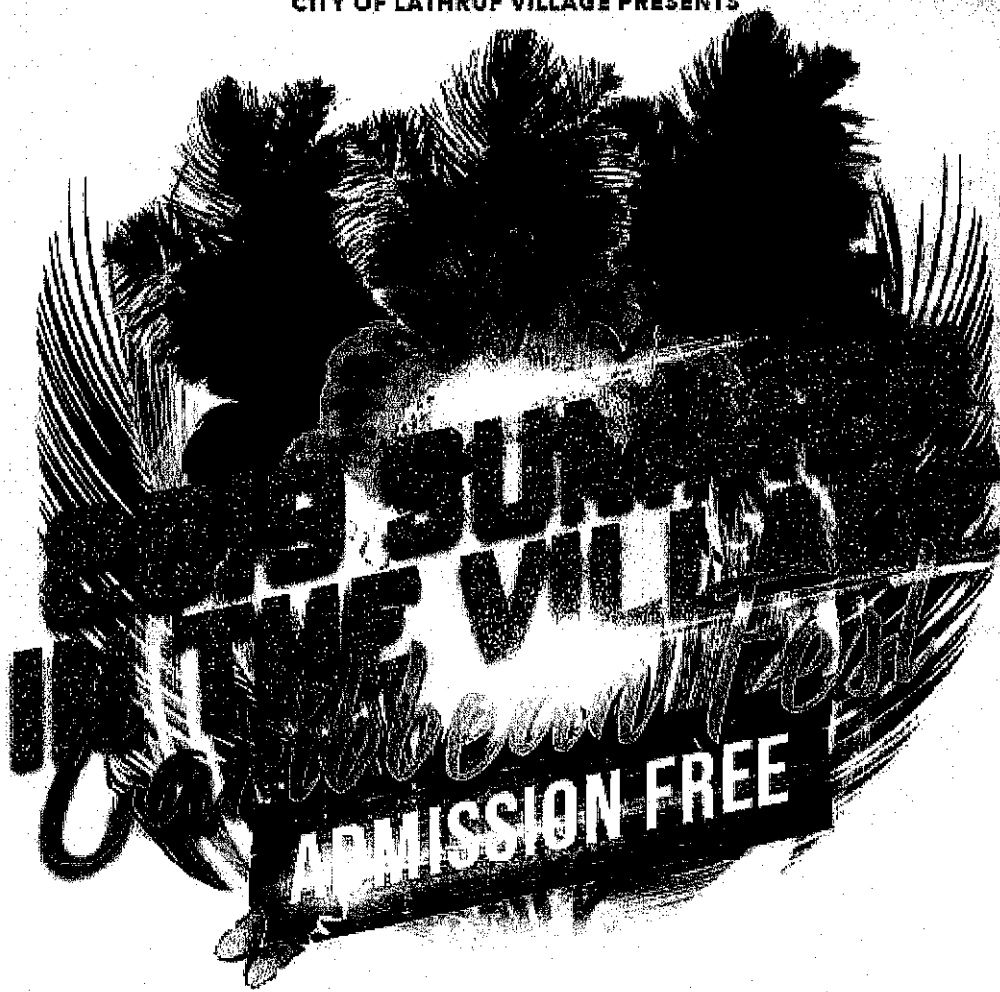
Total Inspections: 2

170.00

Report Summary

Inspection Date Time Completed
Between 7/1/2019 12:00:00 AM
AND 7/31/2019 11:59:59 PM

CITY OF LATHRUP VILLAGE PRESENTS



SATURDAY, SEPTEMBER 14TH 2019

— EVENT TIME: 11 AM - 9 PM —

27400 SOUTHFIELD RD LATHRUP VILLAGE, MI

FEATURING CARIBBEAN MARDI GRAS PRODUCTION
PARADE • LIVE MUSIC • FAMILY ENTERTAINMENT • GAMES • FOOD

For information call 313-833-2698 or email lolochue@yahoo.com
website: www.lathrupvillage.org Facebook: [@LVparksandrec](https://www.facebook.com/LVparksandrec)





Dr. Sheryl L. Mitchell

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 L. Mitchell, City Administrator

DA: August 19, 2019

RE: **MOTION TO APPROVE – Resolution to Approve Liquor License Application**

The City of Lathrup Village has 3 special events in which a Special License to sell alcohol is being request:

September 13, 2019

Caribbean Fest "Taste of the Islands VIP Reception

September 14, 2019

Caribbean Fest – Beer/Wine Tent

October 19, 2019

Fall Fest

MML/Meadowbrook Insurance has been contacted for the bonding and insurance.

The State of Michigan Liquor Control Commission requires a certified resolution of the Membership or Board of Directors authorizing the application for a Special License.

Suggested Motion:

To Approve the resolution for the City of Lathrup Village's Liquor License application.

Motion by _____, Seconded by _____,

Motion by _____, Seconded by _____,

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

RESOLUTION NO. ____-19

**RESOLUTION AUTHORIZING MLCC
SPECIAL LICENSE APPLICATION**

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the "City"), held on the 19nd day of August, 2019.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded
by _____.

WHEREAS, the City of Lathrup Village intends to host the 2019 Summer in the Village Caribbean Fest and Fall Fest, both events to be held on City owned property located at 27400 Southfield Road, Lathrup Village 48076.

WHEREAS, the City of Lathrup Village intends to offer for sale alcoholic beverages at both events.

WHEREAS, the City of Lathrup Village will require a Special License from Michigan Liquor Control Commission for the on-premises sale of beer/wine and or spirits.

NOW, THEREFORE, BE IT RESOLVED that in accordance with City of Lathrup Village's desire to host the Caribbean Fest and Fall Fest City Council hereby authorizes the City Manager to complete the MLCC Special License Application (form LCC-110).

YEAS: _____

NAYS:

ABSENT:

ABSTAIN:

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Lathrup Village, Oakland County, Michigan at a special meeting duly called and held on the 19nd day of August, 2019, the original of which resolution is on file in my office, and that notice of said meeting was given, the meeting was held and the minutes filed in accordance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended.

Yvette Talley
City Clerk



Michigan Department of Licensing and Regulatory Affairs

Liquor Control Commission (MLCC)

Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Mailing Address: P.O. Box 30005, Lansing, MI 48909

Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is **strongly recommended** that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: City of Lathrup Village

Applicant address: 27400 Southfield Road

City: Lathrup Village

Zip Code: 48076

Contact name: Christopher Clough

Phone: 248-557-2600

Email: recreation@lathrupvillage.org

Alternate contact name: Sheryl Mitchell

Phone: 248-557-2600

Email: smitchell@lathrupvillage.org

Leave Blank - MLCC Use Only

1. Has the applicant organization previously received a Special License? ☒ Yes ☐ No

If No, the applicant organization must submit documentary proof of its non-profit status (e.g. charter, bylaws, IRS tax exemption, Articles of Incorporation, etc.)

2. Has the applicant organization been established for one (1) year or longer? ☒ Yes ☐ No

Date the applicant organization was established (month/day/year): _____

3. Is the applicant organization a municipality? ☒ Yes ☐ No

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 27400 Southfield Road

City, township, or village where event will be held: Lathrup Village

County: Oakland

1. Will you submit your completed application at least ten (10) business days before your event? ☒ Yes ☐ No**It is strongly recommended that you submit the application as soon as you know the date of your event(s).**2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? ☒ Yes ☐ No3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) ☒ Yes ☐ No

4. Is the event location within 500 feet of a church or school?

If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) ☐ Yes ☒ No5. Is the event location outdoors or partially outdoors? ☒ Yes ☐ No

If Yes, list the exact dimensions of the outdoor area:

Submit a clear diagram of the outdoor service area with your application form.

	feet X		feet =		square feet
Width		Length			

Describe type and height of the barrier that will be used to enclose the outdoor area:

A 4' SNOW FENCE BARRIER WILL ENCLOSE THE AREA.

6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: WE WILL HAVE A TABLE AT THE ENTRANCE TO CHECK ID'S AND VISUALLY ASSESS INTOXICATION. WRISTBANDS WILL BE USED TO IDENTIFY ELIGIBLE PATRONS.

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? ☐ Yes ☒ No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? ☐ Yes ☒ No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? ☐ Yes ☒ No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

10. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date.** If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

1	9/13/2019		Describe event being held: Sponsor reception for summer festival	
	Date			
	6 PM	8 PM	Special License will be used for: ☐ Beer & Wine Service ☒ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☒ No	
2	9/14/2019		Describe event being held: Summer in the Village Caribbean Festival, community festival	
	Date			
	11 AM	9 PM	Special License will be used for: ☒ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No	
3	10/19/2019		Describe event being held: Fall Fest, community festival	
	Date			
	11 AM	7 PM	Special License will be used for: ☒ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No	
4			Describe event being held:	
	Date			
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No	
5			Describe event being held:	
	Date			
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No	
6			Describe event being held:	
	Date			
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction	
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No	

12. Special license date information Continued from Page 2.

7			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			
8			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			
9			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			
10			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			
11			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			
12			Describe event being held:					
	Date				Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No		If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>	\$50.00
x Number of Special Licenses:	3
= Special License Fees: <i>MLCC Fee Code: 4008</i>	\$150.00
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>	—
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>	—
= TOTAL FEES DUE:	\$150.00

If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

Make checks payable to:
State of Michigan

Leave Blank - MLCC Use Only

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Print Name and <u>Phone Number</u> of President	Signature of President	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of		Acting in the County of
My commission expires		

Print Name and <u>Phone Number</u> of Secretary	Signature of Secretary	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of		Acting in the County of
My commission expires		

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: <u>Lathrup Village Police Department</u>	
Name & title of reviewing officer: <u>Chief Scott McKee</u>	
Phone number of officer: <u>248-663-6032</u>	Email of officer: <u>Policechief@LathrupVillage.org</u>
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? ☐ Yes ☒ No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? ☒ Yes ☐ No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
<u>Scott McKee</u> Signature of Reviewing Officer <u>8/15/19</u> Date	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
Signature of Clergy Member or Superintendent Date	

***Please note: the Commission has the sole and only right to approve or deny this request for a Special License.**

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee Date	



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☐ Regular ☐ Special meeting of the ☐ Membership ☐ Board of Directors

called to order by _____ on _____ at _____
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(Name of Organization)

for a Special License to serve alcohol on _____
(Event Date or Dates)

to be located at _____
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

☐ Membership ☐ Board of Directors at a ☐ Regular ☐ Special meeting held on _____
(Date)

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

**Bond of Special License for Sale of
Beer, Wine, and/or Spirits for Consumption on the Premises**
[Required under MCL 436.1801(1)(b) - Not Required if Applicant Organization is a Church or School]

Applicant organization name: City of Lathrup Village	
Address of event location: 27400 Southfield Road	
City, township, or village where event will be held: Lathrup Village	County: Oakland

Know all men by these presents, that the above applicant, as principal,
and _____

of address _____, City of _____, State of _____

have been authorized to do business in the State of Michigan, as surety, are held and firmly bound unto the People of the State of Michigan in the sum of One Thousand (\$1,000.00) dollars, to the payment whereof, well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, firmly by these presents.

Sealed with our seals and dated this (date and year): _____

Now therefore the condition of this obligation is such that if the principal shall well and truly keep and perform all and singular the terms and conditions of this contract of license and/or permit and permits, and any modifications thereof, together with all and singular the obligations imposed by the Michigan Liquor Control Code of 1998, as amended, and will comply with all the rules and regulations promulgated by the Liquor Control Commission, and will pay all fines, costs and/or penalties that may be imposed upon him for violations of this Act and/or for violations of the rules and regulations promulgated by the Liquor Control Commission and

Conditioned further, that if the said principal will not directly or indirectly, by the principal, clerk, agent or servant of the principal at any time, sell, furnish, give or deliver any alcoholic liquor to a minor, nor to any adult person who is at the time visibly intoxicated, and that if the said principal will pay all actual damages that may be adjudged to any person or persons for injuries inflicted upon such person or persons either in person or in property of means of support or likewise, by reason of the said principal, selling, furnishing, giving or delivering any such alcoholic liquor, then this obligation shall be void; otherwise to remain in full force and effect.

And the obligors, for themselves, their heirs, executors, administrators, successors or assigns do further covenant and agree with the State of Michigan as follows:

That this bond shall be in effect for a period commencing at 7:00 a.m. on (date): _____

if accepted by the Liquor Control Commission, and shall remain in full force and effect until 60 days after the date of receipt by the Michigan Liquor Control Commission at Lansing of the expired license, at which time it shall terminate as to all acts on the part of the principal subsequent to said date, excepting as may be set forth in this bond, or otherwise limited by law and the rules and regulations of the said Liquor Control Commission. If the effective date of the bond is not filled in, the date of execution shall be effective date of the bond.

That all rights and liabilities under this bond shall be governed, controlled and fixed by the terms thereof, and by the law and the regulations made pursuant thereto as the same now exists or may hereafter be modified, amended or supplemented.

Witness our hands and seals this (date and year): _____

Signature of Special License applicant: _____

Officer name & title (print or type): _____

Attorney-in-fact signature: _____

Attorney-in-fact name (print or type): _____

Name of Surety Company: _____

Address & Phone of Surety Company: _____



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Wine Auction Special License Wine Donation Record

List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:		Wine auction date:	
Donor Name	Donor Address	Wine Brand(s) Donated	Quantity Donated

Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

_____	_____	_____
Print Name of Authorized Officer	Signature of Authorized Officer	Date

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name: Christopher Clough

Transaction Amount: _____

Address: 27400 Southfield Road

Card Number: _____

City: Lathrup Village

Check One:

State: Michigan

☐ MasterCard

☐ Visa

☐ Discover

Zip Code: 48076

Security Code/CWV Code: _____

Phone: (248) 557-600

Expiration Date: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
☐ Inspection Fee(s):	_____	4036
☐ Special License Fee(s):	_____	4008
☐ Temporary Authorization Fee:	_____	4037
☐ License Renewal Fee(s):	_____	4004
☐ Manufacturer License(s):	_____	4038
☐ Wholesaler License(s):	_____	4085
☐ New Retailer License(s):	_____	4012
☐ Transfer Retailer License(s):	_____	4034
☐ Conditional License	_____	4012
☐ New Add Bar ☐ Transfer Add Bar:	_____	4012/4034
☐ Sunday Sales Permit (AM):	_____	4033
☐ Sunday Sales Permit (PM):	_____	4032
☐ Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.



Dr. Sheryl L. Mitchell

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 L. Mitchell, City Administrator

DA: August 19, 2019

RE: **MOTION TO APPROVE – RESOLUTION TO ACCEPT APPROVE
PROFESSIONAL SERVICES CONTRACT WITH GIFFELS WEBSTER FOR
LATHRUP VILLAGE COMPREHENSIVE PLAN**

The City's Planning firm, Giffels Webster, has submitted a contract for updating the 5-year Master Plan, along with the Parks & Recreation Plan and Downtown Development Plan. These documents will be consolidated into a Comprehensive Plan for the City of Lathrup Village.

The total contract amount is \$52,700.00. The Michigan Economic Development Corporation (MEDC), in conjunction with the Redevelopment Ready Community Program, is paying \$25,000.00 towards the professional services costs to Giffels Webster.

The balance of \$27,700.00 will be billed to the City of Lathrup Village and will be payable, in whole or in part, by the Lathrup Village Downtown Development Authority.

Suggested Motion:

To approve the Resolution and confirm the Agreement for Professional Services with Giffels Webster for consulting and related services for the Lathrup Village Comprehensive Plan Project and authorize the Mayor and/or City Administrator to sign the related documents.

Motion by _____, Seconded by _____,

Motion by _____, Seconded by _____,

CITY OF LATHRUP VILLAGE, MICHIGAN

**RESOLUTION TO ACCEPT APPROVE PROFESSIONAL SERVICES CONTRACT
WITH GIFFELS WEBSTER FOR LATHRUP VILLAGE COMPREHENSIVE PLAN**

WHEREAS in 2009 and 2014, the City of Lathrup Village adopted the Master Plan and update to affirm the course for new development and redevelopment of the city. The Master Plan contains the community's vision, goals, objectives, and strategies; and

WHEREAS in addition to updating the 5-year Master Plan, the 2019/2020 project will update and consolidate the Parks and Recreation Plan and Downtown Development Plan into a Comprehensive Master Plan; and

WHEREAS Giffels Webster has submitted an Agreement for Professional Services in the amount of \$52,700.00 (Fifty-Two Thousand Seven Hundred and 00/100 Dollars) for the Lathrup Village Comprehensive Plan Project; and

WHEREAS the Michigan Economic Development Corporation (MEDC), in conjunction with the Redevelopment Ready Community Program, is paying \$25,000.00 (Twenty-Five Thousand and 00/100 Dollars) towards the professional services costs to Giffels Webster; and

WHEREAS the balance of \$27,700.00 (Twenty-Seven Thousand Seven Hundred and 00/100 Dollars) will be billed to the City of Lathrup Village and will be payable, in whole or in part, by the Lathrup Village Downtown Development Authority.

NOW THEREFORE, BE IT RESOLVED that the Lathrup Village City Council approves the Agreement for Professional Services with Giffels Webster for consulting and related services for the Lathrup Village Comprehensive Plan Project and authorizes the Mayor and/or City Administrator to sign the related documents.

Adopted this 19th Day of September 2019.

Mykale Garrett, Mayor

I, Yvette Talley, City Clerk, for the City of Lathrup Village, Michigan, do hereby certify that the above resolution was adopted at a Regular meeting of the Lathrup Village City Council held on September 19, 2019.

Yvette Talley, Clerk

giffels **webster**

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is effective as of this ____ day of ____, 2019, between Giffels Webster located at 28 W. Adams Street, Suite 1200, Detroit, MI 48226 and the following person or entity ("Client"):

Client name and address: City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Client contact and phone no: Susan Stec
248.557.2600 x 223
sstec@lathrupvillage.org

Project Name: Lathrup Village Comprehensive Plan Project No.: TBD

The Client and Giffels Webster enter into this Agreement for certain professional consulting and related services to be provided by Giffels Webster in relation to the above Project ("Project"). The parties agree as follows:

I. PROJECT DESCRIPTION

Professional Planning Services as outlined in Attachment A | Scope of Services.

II. BASE SCOPE OF SERVICES

Giffels Webster will provide consulting services for the Project, as summarized in Exhibit A | Scope of Services. Only those services summarized Exhibit A | Scope of Services are included in this Agreement. Giffels Webster and the Client agree that services not identified in Exhibit A | Scope of Services are not the responsibility of Giffels Webster unless provided for under a separate Agreement.

III. COMPENSATION

The total cost of this project is \$52,700 per this agreement and Exhibit B. Any work beyond the approved scope of services requires authorization from the city manager and will be billed using the hourly rate schedule for Giffels Webster (Exhibit C).

The Michigan Economic Development Corporation is sharing the cost of the Downtown Plan and Master Plan in the amount of \$25,000 and will be invoiced in three (3) monthly payments of \$8,333 starting August 1, 2019. Remaining payment from City is \$27,700 to be billed in eight (8) equal payments of \$3,462.50 starting November 1, 2019. City may withhold final payment for each element until Giffels Webster delivers the draft of the work for the respective element.

IV. REIMBURSABLE EXPENSES

Giffels Webster's fees, as outlined in Section III and Exhibit B, do not include certain reimbursable expenses, which include shipping, handling, postage and delivery fees or out of town travel not identified as included above. This also includes outside reproduction of drawings, reports or other deliverables not being used internally by Giffels Webster for the completion of our effort. Subconsultant costs, if not expressly included in the scope of work outlined above, are also considered reimbursable expenses. The Client agrees to reimburse Giffels Webster for said fees at cost plus 15%.

V. INVOICING

Flat fee portions of this Agreement will be invoiced in accordance with III above. Hourly portions for work beyond the scope in this agreement, if authorized by the city, will be invoiced on based on rates in Exhibit C.

Each invoice will be considered due within 30 days of the invoice date, and past due thereafter. Client agrees that all invoices will be reviewed with any requests for amendments or clarifications forwarded in writing to Giffels Webster within 30 days of the date of the invoice. It is further agreed that all invoices 30 days past due cannot be contested. Payment not received within 60 days of the date of the invoice is subject to a 5% penalty fee. Giffels Webster reserves the right to suspend and terminate work under this Agreement upon failure of the Client to pay invoices as due.

VI. STANDARD OF CARE

All services performed by Giffels Webster will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar circumstances at the same time and in the same locality. No warranty, express or implied, is made or intended by this proposal to provide consulting services.

VII. LIABILITY

Giffels Webster and its agents, staff and contracted consultants are protected by worker's compensation insurance. Giffels Webster has such coverage under public liability, professional liability and property damage insurance policies which it deems to be adequate. Giffels Webster shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance.

To the fullest extent permitted by law and notwithstanding any other provision of this Agreement, the total liability in the aggregate of Giffels Webster and Giffels Webster's officers, directors, partners, employers, agents, and contracted consultants to the Client and anyone claiming by, through or under the Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including, but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of Giffels Webster or Giffels Webster's officers, directors, partners, employees, agents, or contracted consultants shall not exceed the total compensation received by Giffels Webster under this Agreement.

The means, methods and selection of technologies used in the collection of field data is at the sole discretion of Giffels Webster. The Client understands that some technologies automatically collect data that may not be required by Giffels Webster to complete the services included in this Agreement. The Client further understands that Giffels Webster does not review data that is not directly related to the scope of services including in this Agreement, and Client agrees that Giffels Webster has no responsibility to do so and that Giffels Webster has no responsibility to advise Client of any deficiencies that might be found if that data were reviewed.

VIII. INSTRUMENTS OF SERVICE

The Client acknowledges that Giffels Webster's drawings, plans, specifications, and other similar documents, whether in written, graphic, or electronic form, are instruments of professional service (the "Instruments") and not products. Giffels Webster and its contracted consultants shall be deemed the authors and owners of their respective Instruments and shall retain all common law, statutory and other reserved rights, including copyrights and trademarks. Upon full payment of Giffels Webster's compensation for this Project, ownership of the following shall be transferred to the Client: City of Lathrup Village Comprehensive Plan. Giffels Webster reserves the right to copyright sketches, concepts, and similar items or ideas that it creates as intellectual property and may also share examples of the Instruments on social media, its website, at conferences, in professional and promotional

publications. Giffels Webster shall not be deprived of the right to retain reproducible copies of the Instruments and the right to reuse information contained in them in the normal course of Giffels Webster's practice.

IX. ASSIGNMENT

Neither the Client nor Giffels Webster may delegate or assign its duties or rights under this Agreement without the written consent of the other party, such consent not to be unreasonably withheld.

X. DELAYS

If Giffels Webster is delayed at any time in the progress of the services by any reason beyond its control, including any act or omission of the Client, by any act or omission of a contractor or by adverse weather or other conditions not reasonably anticipated, the time for completion of the services shall be extended by a time equal to the time of such delay and an equitable adjustment in Giffels Webster's fee shall be made as may be reasonable under the circumstances.

XI. CHANGES TO THE AGREEMENT

The Client and Giffels Webster agree that the discovery of unanticipated or changed conditions may require a renegotiation of the Scope of Work, or termination of the Agreement. Furthermore, changes in the scope of the project or to any of the assumptions used in the preparation of the Agreement may also require a renegotiation of the Scope of Work. In the event that the Agreement is changed, Giffels Webster shall be entitled to an appropriate adjustment in schedule and compensation. If renegotiated terms cannot be agreed to, Client agrees that Giffels Webster has the right to terminate this Agreement subject to the provisions of this Agreement.

XII. TERMINATION

This Agreement may be terminated by either the Client or Giffels Webster, individually or jointly, upon thirty (30) days written notice to the Client and/or Giffels Webster. Compensation during the notice period will be paid by the Client to Giffels Webster if services are faithfully rendered to the Client during that time.

XIII. ACCEPTANCE AND AUTHORIZATION TO PROCEED

The Client certifies that the person executing this Agreement is authorized to sign on behalf of the Client's organization. The Client understands that this Agreement includes Exhibit A | Scope of Services, Exhibit B Timeline and Budget, and Exhibit C | Schedule of Fees and Billing Rates and all issued change orders and amendments. The Client also certifies that, if it is a business entity, it is registered with the State of Michigan and is authorized to conduct business in Michigan. If Client agrees with the terms of this Agreement, Client should sign both copies of the Agreement and return one copy to Giffels Webster. Giffels Webster's receipt of the signed Agreement from the Client will constitute a written notice to proceed unless otherwise indicated in writing by the Client.

GIFFELS WEBSTER

City of Lathrup Village

BY: _____
Name
Title

BY: _____
Name:
Title:

EXHIBIT A SCOPE OF SERVICES

Giffels Webster, for its part, hereby agrees to provide the following professional Scope of Services in association with the Agreement for Professional Services:

Exhibit A - Work Program

Task 1 Kick-off: Base map, notices, and meeting.

- A. Work with city staff to refine scope as needed and establish meeting dates to create a social media plan to make planning documents available for review and comment, as well as notify the public of meetings and opportunities for involvement. Information and drafts will be posted throughout the process.
- B. Plan Preparation Notices. Coordinate with city staff to prepare and distribute public notices of the City's intent to update the Master Plan as required by State law.
- C. Data collection & Inventory. Compile data and images of the following, to be analyzed in following task elements:
 1. Update and assess demographic data to understand current community makeup as well as understand future projections.
 2. Create base maps: To satisfy requirements for the DDA plan, the maps will include the designation of boundaries of the development area in relation to highways, streets, streams, or otherwise; The location and extent of existing streets and other public facilities within the development area, designating the location, character, and extent of the categories of public and private land uses existing and proposed for the development area, including residential, recreational, commercial, industrial, educational, and other uses, and including a legal description of the development area.
 3. Understanding that the DDA encompasses a large part of the city, define the area that serves as the core downtown for purposes of focused study related to specific downtown needs and interests.

Timeline: 1 month

Meetings: One meeting with staff

Deliverables:

- Social media plan
- Required legal notices for Plans
- Base maps as described above

Task 2 Analysis. Understand what's working and what needs work in each of the following areas of interest:

- A. **Downtown Assessment.** Based on the defined downtown core, prepare an assessment of downtown needs based on the following tasks:
 1. NextSteps for Downtown™ Streetscape assessment: Provide a general analysis of signage, lighting, landscaping, pedestrian amenities, building facades, site maintenance, and the like in the Southfield Road Corridor.
 2. Parking & Traffic assessment: Assess pedestrian and vehicular circulation and traffic issues in the Corridor. Understand the parking supply and demand.
- B. **Market Analysis.** Update the 2014 Market Analysis to help guide and support the land use map, master plan, and economic development strategies. Using the best available data, our partners at The Chesapeake Group will:
 1. Assess the trade area population & spending potential as well as the location of competing centers and their business mix
 2. Assess the regional trends and related commercial and housing development.

3. Incorporate the findings of public participation as outlined above.
4. Assess residential and non-residential property trends, including sale price and other factors.
5. Assess research and development and emerging technology arenas to enhance tax revenues, development, employment, and entrepreneurial niches without negatively impacting either the current or future environment. Identify those with the greatest promise, based on compatibility, competition, and other factors.
6. Assess the goods and services market using two approaches to define economic opportunities: a cluster analysis using gap methodology and demand forecasting.
7. Assess the city's residential market to understand demand for style, type, and size of housing.
8. Identify marketable opportunities for the future based on the economic and physical factors derived from the above analysis and the results of previous tasks noted above.

Timeline: 3 months

Meeting: One joint meeting of the Lathrup Village City Council, Planning Commission and Downtown Development Authority to review the summary of the above noted analyses and confirm plan goals and objectives.

Deliverables: Summary of downtown and market analyses

Task 3 Public Input:

Public participation is critical to the planning process. Our team offers the following public participation approaches in this project:

- A. PictureThis!™ This social engagement tool will be used throughout the process to engage the community in dialog about the future of the City.
- B. Public Input Survey. Create an online survey tool to gather input from the community about potential redevelopment sites, downtown needs and wants, and ways to improve the image of Lathrup Village. This survey will run during the analysis portion of the project.
- C. Business Survey. Create an online survey of businesses in the community to obtain current trends and patterns, issues and investment opportunities from the existing operations.
- D. Three focus group interviews with local groups and agencies, including the Southfield Area Chamber of Commerce and the development community, and those identified in previous tasks. Each focus group will offer 8-10 people the opportunity to share their insights in a 45-minute facilitated discussion.
- E. Public Open House. Following data collection that will include the online survey of residents and business owners, the public will be invited to attend an open house to review the findings and offer additional input.

Timeline: Ongoing throughout project

Meetings:

- One public open house
- One meeting of the Lathrup Village Planning Commission and DDA to review the summary of public input

Deliverables: Summary of public input

Task 4 Plan Preparation: Our team proposes to incorporate the following chapters and sub-chapters into one consolidated document:

A. Comprehensive Master Plan. The Comprehensive Master Plan will include the following:

1. **Goals & Objectives.** Based on the existing conditions overview and public input received through the planning process, our team will assist the Planning Commission in updating the Master Plan goals, policies, and objectives.
2. **Future Land Use Plan Map and supporting recommendations** based on the existing conditions analysis, public input, and goals and objectives. A narrative of the intent of each land use category will be provided in tabular form. The Complete Streets Plan will be updated as necessary. Graphics and implementation details illustrating specific proposals will be included as appropriate.
3. **Implementation Strategies.** The Comprehensive Master Plan should be a living document, one that provides guidance and direction for short and mid-term action plans. Realization of the community's vision, as identified in the Master Plan will only come to fruition through decisive actions that result from an implementation strategy.
 - a. **Action Items Summary Table:** an easy-to-use checklist for prioritizing implementation strategies. Identify a Champion and Partners for each specific action item to ensure implementation success.
 - b. **Zoning Plan:** Prepare a Zoning Plan to guide short-range zoning decisions. Relate current and new districts to each land use category as necessary. Provide direction for zoning changes needed as a result of the Master Plan.

B. Parks and Recreation Plan. We will prepare the City's Parks and Recreation Plan per the state of Michigan Department of Natural Resources guidelines. The plan will contain the following:

1. Community Description
2. Administrative Structure
3. Inventory of Existing Parks, Natural Areas and Recreation Facilities
4. Description of the Planning and Public Input Process
5. Goals and Objectives
6. Action Program

C. Downtown Development Plan. This chapter will include the requirements of PA 57 of 2018 for a development plan as well as the following:

1. Summary of the NextSteps assessment
2. Goals and objectives for corridor and Village Center
3. Action plan for corridor and Village Center improvements and development strategies

Timeline: 6-9 months

Meetings: Two meetings with the Planning Commission, DDA and Recreation Committee to review draft findings and recommendations of each chapter/plan.

Deliverables: Draft Plan

Task 5: Public Hearing & Adoption

- A. Assist in preparing for the distribution of the draft plan to surrounding communities and designated agencies and utilities.
- B. Prepare notice of public hearing in accordance with the Michigan Planning Enabling Act and the Downtown Development Authority Act.

- C. Present draft Plan at the public hearing. Prepare Resolutions of Adoption.
- D. Assist Planning Commission and City Council with final adoption procedures

Timeline: 3-4 months

Meeting: One public hearing with the Planning Commission

Deliverables: Final draft plan for review and public hearing

Task 6: Plan Prep & Printing

- A. Final draft: Prepare document for printing and/or electronic copies to be distributed by a digital link. Print complete document for distribution.
- B. Print & Transmit Adopted Plan: Print Master Plan for final distribution as hard copy and an electronic document in PDF format. Coordinate with city staff to ensure the adopted Plan is distributed in accordance with State law.
- C. Executive Summary: Create an Executive Summary storymap (online) of the Master Plan that includes the Future Land Use Plan Map and key concepts. This format provides the City with an excellent, low-cost method of sharing a concise summary of the Master Plan document with the public via its website.

Timeline: 1 month

Deliverable: Final Comprehensive plan as identified above.

Proposed Plan Format

Our team believes that the best plans are the ones that are implemented incrementally and strategically over time. To achieve this, plans must be easy to read, understand and manage so that the community sees the overall big picture and the path to get there while staff has the tools to effectively administer them. The benefit of preparing a comprehensive plan is that all the individual plans (master plan, downtown plan and recreation plan) can tap into the same compilation of data (demographics, traffic assessment, downtown market assessment) and through the planning process, understand the relationships that emerge between the goals of the individual plans.

Further, the resulting plan offers internal and vertical consistency between the individual plans. Internal consistency ensures plan elements are not in conflict with each other. Vertical consistency means that the document is consistent with other land use, development and zoning regulations.

Action strategies will be included within each plan (which help the lead board charged with implementation – the Planning Commission, DDA, etc.) but will also be presented collectively to reinforce the relationships between the various action strategies from each plan.

Exhibit B - Timeline and Budget

Some of the above noted elements may be conducted concurrently. We estimate the above scope of work to take between 12-17 months, depending on the City's meeting schedule and availability, as well as on the required public hearing timetables. We will work with the City of Lathrup Village to refine the work program to meet the needs of the City in the most cost-effective manner possible, while still providing a high quality, easy to read working document. A comparison between doing these plans separately versus comprehensively is presented below:

Plan Element/ Plan Type	Master Plan	Downtown Plan	Recreation Plan	Comprehensive Plan
Existing Conditions (demographics and land use)	\$4,500	\$4,500	\$1,600	\$6,500
Market Study		\$4,500		\$4,500
Downtown Assessment		\$5,500		\$5,500
Goals/Objectives	\$2,000	\$1,500	\$1,200	\$4,200
Public Input	\$4,500	\$4,500	\$1,900	\$7,500
Plan Content	\$8,500	\$7,500	\$2,400	\$16,500
Action Strategies	\$2,500	\$2,500	\$1,200	\$5,500
Public hearing/adoption	\$2,500	\$2,500	\$900	\$2,500
Cost	\$24,500	\$33,000	\$9,200	\$52,700
Michigan Economic Development Corporation Contribution				\$25,000
Remaining City Share				\$27,700

EXHIBIT C SCHEDULE OF FEES AND BILLING RATES

This project will be billed as a flat fee project using a schedule that is included in the agreement. All work outside the scope of flat fee projects will be billed according to the following minimum rate schedule unless specific agreement is made in writing with an officer of Giffels Webster for another basis of charges. Hourly work will be invoiced in accordance with the rates identified below.

Clerical.....	\$40.00 per hour
Construction Administrator	\$80.00 per hour
Construction Inspector.....	\$80.00 per hour
Senior Construction Inspector.....	\$90.00 per hour
Survey Crew	\$160.00 per hour
Instrument Crew	\$130.00 per hour
Intern.....	\$55.00 per hour
Staff Technician	\$75.00 per hour
Project Technician	\$85.00 per hour
Senior Technician.....	\$95.00 per hour
GIS/IT Specialist.....	\$95.00 per hour
Staff Engineer/Surveyor/Landscape Architect/Staff Planner.....	\$90.00 per hour
Project Engineer/Surveyor/Landscape Architect/Associate Planner.....	\$105.00 per hour
Senior Engineer/Surveyor/Landscape Architect/Senior Planner.....	\$115.00 per hour
Lead Engineer/Surveyor/Landscape Architect.....	\$120.00 per hour
Survey/GIS Manager/Principal Planner	\$120.00 per hour
Project Manager	\$125.00 per hour
Senior Project Manager	\$140.00 per hour
Partner	\$150.00 per hour
Expert Witness Work	\$200.00 per hour

Notes to the Billing Rate Schedule:

1. The assignment of personnel is solely the responsibility Giffels Webster.
2. These rates include charges for computer and survey equipment, local travel, stakes, staff benefits, internal printing costs, telephone, fax and other overhead costs and profit.
3. Outside services not normally provided by Giffels Webster, and other reimbursable expenses (special equipment, printing, reproduction, printing and reproduction, out-of-town travel, shipping and subcontracted services) used for this project will be billed at cost plus 15% and are not included in the above hourly charge rates.



A HERITAGE OF GOOD LIVES.

Dr. Sheryl L. Mitchell

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 L. Mitchell, City Administrator

DA: August 19, 2019

RE: **MOTION TO APPROVE AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE CODE OF ORDINANCES AT CHAPTER 14. BUILDINGS AND REGULATIONS, ARTICLE VI. – PROPERTY MAINTENANCE CODE; BY DELETING ARTICLE VI IN ITS ENTIRETY AND REPLACING AS FOLLOWS; IN ORDER TO ADOPT THE 2018 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AS THE PROPERTY MAINTENANCE CODE FOR THE CITY AND TO INCLUDE THE NECESSARY ADDITIONS, INSERTIONS AND CHANGES TO THE PROPERTY MAINTENANCE CODE NECESSITATED BY THE ADOPTION.**

The ordinance updates the Property Maintenance Code's reference to the 2006 edition of International Property Maintenance Code to the more current 2018 edition. Also, updates the ordinance to eliminate the Building Board of Review.

The 1st reading was approved by Council at the July 22nd meeting.

Suggested Motion:

To Approve the 2nd reading and Adoption of the Ordinance to amend the City of Lathrup Village Code of Ordinances at Chapter 14 – Buildings and Regulations, Article VI – Property Maintenance Code.

Motion by _____, Seconded by _____,

Motion by _____, Seconded by _____,

ORDINANCE NO. _____-19

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE CODE OF ORDINANCES AT CHAPTER 14. BUILDINGS AND REGULATIONS, ARTICLE VI. – PROPERTY MAINTENANCE CODE; BY DELETING ARTICLE VI IN ITS ENTIRETY AND REPLACING AS FOLLOWS; IN ORDER TO ADOPT THE 2018 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AS THE PROPERTY MAINTENANCE CODE FOR THE CITY AND TO INCLUDE THE NECESSARY ADDITIONS, INSERTIONS AND CHANGES TO THE PROPERTY MAINTENANCE CODE NECESSITATED BY THE ADOPTION.

THE CITY OF LATHRUP VILLAGE ORDAINS:

Section 1. Amendment.

Chapter 14 - Buildings and Regulations; Article VI – Property Maintenance Code, shall be amended in its entirety and shall read as follows:

14-151 Code Adoption.

The International Property Maintenance Code, 2018 Edition, as published by the International Code Council, is hereby adopted as the Property Maintenance Code for the City of Lathrup Village, with the insertions and amendments specified in this chapter. A copy of the International Property Maintenance Code, 2018 Edition, is available for inspection at the office of the City Clerk.

14-152 Insertions.

The following sections of the International Property Maintenance Code, 2018 Edition, are completed by inserting the following information:

101.1 Title. Insert: "City of Lathrup Village."

103.5 Fees. Insert: "As adopted by Resolution of the City of Lathrup Village Council."

112.4 Failure to comply. Insert: "...a fine established by Section 2-214, Effect of criminal offense; civil fines, costs, damages, expenses, of Article VI, Municipal Civil Infractions, of Chapter 2 Administration, of Part Two Code of Ordinances."

302.4 *Weeds.* Insert: "seven (7") inches."

304.14 *Insect screens.* Insert: "March 1 to December 1."

602.3 *Heat Supply.* Insert: "October 1 to May 15."

602.4 *Occupiable work spaces.* Insert: "October 1 to May 15."

14-153 Amendments.

(a) The following sections of the International Property Maintenance Code, 2018 Edition, are amended to read as follows:

103.1 General. The City of Lathrup Village Building Official is designated as the code official for purposes of administering and enforcing this Code.

106.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with section 107 shall be deemed responsible for a municipal civil infraction, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official may institute the appropriate proceeding at law or in equity to restrain, correct, or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure or premises in violation of the provisions of this Code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the violation is located and shall be a lien upon such real estate that may be assessed and collected on the tax rolls in the same manner and with the same interest and penalties as delinquent special assessments.

106.4. Violation penalties. Any person, firm or corporation who shall violate a provision of this Code, or fail to comply therewith, or with any of the requirements thereof, shall be responsible for a municipal civil infraction and be subject to the penalties, including civil fines, costs, damages, expenses and court judgments and orders to enforce or enjoin violations of this Code as provided in Chapter 2 Article VI of the City of Lathrup Village Code of Ordinances. Each day that a violation continues after due notice has been served, in accordance with the terms and provisions hereof, shall be deemed a separate offense. A violation of any of the provisions of this Code is hereby declared to be a public nuisance per se and may be abated by order of any court of competent jurisdiction.

111.2. Membership of the board. As authorized by Section 14 of the Stille-DeRossett-Hale Single State Construction Code Act, Public Act No.

230 of 1972, the Construction Board of Appeals for the City of Lathrup Village shall serve as the Board of Appeals as provided by Section 111.

(b) Sections 111.2.1, 111.2.2, 111.2.3, 111.2.4 and 111.2.5 of the International Property Maintenance Code, 2018 Edition, are deleted.

Sec. 14-154. - Firewood storage.

(a) *Definitions.* Firewood means and includes all wood, logs, twigs, branches, stumps, stakes, scrap wood, wooden shingles and similar materials kept or stored outside upon property within the city, which materials are capable of being burned in a fireplace or wood burning stove.

(b) *Storage.* Any firewood stored or kept outside upon property within the city shall not be placed or stored within 12 inches of any adjoining property line. Storage shall be permitted only on a secure rack, base or other device that keeps the firewood eight inches above the ground to prevent the infestation of rodents and vermin.

(c) *Locations restricted.* Any firewood stored or kept outside upon property within the city shall not be placed or kept in the front yard of a residential home.

(d) *Penalty.* Any person who shall violate this section shall be deemed to have committed a civil infraction.

Secs. 14-155—14-180. - Reserved.

Section 2. Repealer.

This Ordinance hereby repeals any ordinances in conflict herewith.

Section 3. Savings Clause.

That nothing in this Ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. Severability.

The various parts, sections, and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 5. Adoption and Effective Date.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2019.

Yvette Talley, City Clerk

Date of Introduction: July 22, 2019
Date of Adoption: 2019
Date of Publication of
Notice of Adoption: 2019

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the ____ day of _____, 2019.

Yvette Talley, City Clerk



Dr. Sheryl L. Mitchell

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: July 22, 2019

RE: **MOTION TO APPROVE – 1st Reading** - AN ORDINANCE TO AMEND THE LATHRUP VILLAGE CODE OF ORDINANCES TO AMEND CHAPTER 30 ARTICLE II TO ADD DIVISION 1 WHICH REGULATES ILLICIT DISCHARGE IN THE CITY.

The ordinance establishes the Illicit Discharge Elimination Program (IDEP). This is a requirement from EGLE (formerly MDEQ) for the reissuance of the Municipal Separate Storm Sewer System (MS4) permit, which requires a separate Storm Sewer System IDEP Ordinance.

This Ordinance establishes methods for controlling the introduction of pollutants into the municipal storm sewer system in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this Ordinance are:

- (1) To regulate the contribution of pollutants to the municipal storm sewer system by stormwater discharges by any user.
- (2) To prohibit illicit connections and discharges to the municipal storm sewer system.
- (3) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

Suggested Motion:

To Approve the 1st reading of the Ordinance To amend The Lathrup Village Code of Ordinances to Amend Chapter 30 Article II To Add Division 1 Which Regulates Illicit Discharge In The City.

Motion by _____, Seconded by _____,

Motion by _____, Seconded by _____,

ORDINANCE NO. - _____ -2019

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

AN ORDINANCE TO AMEND THE LATHRUP VILLAGE CODE OF ORDINANCES TO AMEND CHAPTER 30 ARTICLE II TO ADD DIVISION 1 WHICH REGULATES ILLICIT DISCHARGE IN THE CITY.

THE CITY OF LATHRUP VILLAGE ORDAINS:

Section 1 of Ordinance.

The Lathrup Village City Code Chapter 30 Article II is amended to add Division 1 to read as follows:

ARTICLE II- STORMWATER MANAGEMENT

DIVISION 1- ILLICIT DISCHARGE

SECTION 30-51. TITLE AND PURPOSE

This Section of Chapter 30 shall be known and cited as the Illicit Discharge Elimination Program (IDEP).

The purpose of this Ordinance is to provide for the health, safety, and general welfare of the citizens of the City through the regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This Ordinance establishes methods for controlling the introduction of pollutants into the municipal storm sewer system in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this Ordinance are:

- (1) To regulate the contribution of pollutants to the municipal storm sewer system by stormwater discharges by any user.
- (2) To prohibit illicit connections and discharges to the municipal storm sewer system.
- (3) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

SECTION 30-52. DEFINITIONS

The following words, terms and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Authorized enforcement agency means the City of Lathrup Village, through its Public Services Department by its Director of Public Services and his/her authorized representatives, which shall specifically include all inspectors and code enforcement, and any other individual designated by the City Manager of the City of Lathrup Village to enforce this Ordinance. Where applicable the terms may also mean the director of the Michigan Department of Environment, Great Lakes, and

Energy (EGLE) or his/her designated official, and/or the United States EPA Administrator or his/her designated official.

Best Management Practices (BMPs) means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

City means the City of Lathrup Village.

Clean Water Act means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

County means the County of Oakland.

Construction activity means activities subject to NPDES construction permits. These include construction projects resulting in land disturbance of five acres or more requiring an issued permit and small construction activities impacting one to five acres of land deemed to operate under a national permit. Such activities include, but are not limited to, clearing and grubbing, grading, excavating, and demolition.

Hazardous materials means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illegal discharge means any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in Section 33-306 of this Ordinance.

Illicit connections mean either of the following:

- (1) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including, but not limited, to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency, or
- (2) Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial activity means activities subject to NPDES industrial permits as defined in 40 CFR, Section 122.26(b)(14).

MS4 means a municipal separate storm sewer system.

National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit means a permit issued by United States Environmental Protection Agency (EPA), or by the State of Michigan under authority delegated pursuant to 33 USC § 1342(b) and codified in the Michigan Natural Resources and Environmental Protection Act Protection at MCL 324.101, et seq., that authorizes the discharge of pollutants to waters of the United States or State of Michigan, whether the permit is applicable on an individual, group, or general area-wide basis.

Non-stormwater discharge means any discharge to the storm drain system that is not composed entirely of stormwater.

Person means any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

Pollutant means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

Premises means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Storm sewer system or storm drainage system means a publicly owned facility by which stormwater is collected and/or conveyed, including, but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

Stormwater means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

Stormwater pollution prevention plan means a document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

Wastewater means any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

SECTION 30-53. APPLICABILITY

This Ordinance shall apply to all water entering the storm drain system generated on any developed or undeveloped lands unless expressly exempted by an authorized enforcement agency.

SECTION 30-54. ENFORCEMENT, RESPONSIBILITY FOR ADMINISTRATION

This Ordinance shall be enforceable by the City Code Enforcement Officer at the direction of the Director of Public Services or other authorized enforcement agency.

SECTION 30-55. MINIMUM STANDARDS

The standards set forth herein and promulgated pursuant to this Ordinance are minimum standards; therefore, this Ordinance does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

SECTION 30-56. DISCHARGE PROHIBITIONS

A. Prohibition of illegal discharges.

No person shall discharge or cause to be discharged into the storm drain system or watercourses, any materials, including, but not limited to, pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited; however, the following discharges are exempt from prohibition as described:

(1) The discharges and flows from firefighting activities if they are identified as not being a significant source of pollutants to the waters of the state.

(2) Discharges specified in writing by the Director of Public Services as being necessary to protect public health and safety.

(3) Dye testing, when there has been verbal notification to the Director of Public Services and state department of environmental quality procedures have been followed.

(4) Discharges permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

(5) The following discharges or flows if they are identified as not being a significant contributor to violations of water quality standards: water line flushing and discharges from potable water sources; landscape irrigation runoff, lawn watering runoff, and irrigation waters; diverted stream flows and flows from riparian habitats and wetlands; rising groundwaters and springs; uncontaminated pumped groundwater, except for groundwater cleanups specifically authorized by NPDES permits; foundation drains, water from crawl space pumps, footing drains and basement sump pumps; air conditioning condensation; waters from noncommercial car washing; street wash water; dechlorinated swimming pool water from single-, two- or three-family residences. Other swimming pools shall not be discharged to stormwater or to surface waters of the state without NPDES permit authorization from EGLE.

B. Prohibition of illicit connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to a storm drain system or MS4, or allows such a connection to continue.

C. Prohibition of Direct Dumping or Disposal of Materials into the MS4.

- (1) The direct dumping of materials or discharges into the MS4 is prohibited except for those illicit discharges identified as not being a significant contributor to violations of water quality standards.

SECTION 30-57. RIGHT OF ENTRY

The Director of Public Services and the City's Code Enforcement Officer, or other authorized enforcement agency shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing of suspected non-stormwater discharges in accordance with the provisions of this article. Refusal of reasonable access to the Director of Public Services, the City's Code Enforcement Officer, and/or representatives of the authorized enforcement agency to any part of the premises is a violation of this article.

SECTION 30-58. SUSPENSION OF STORM SEWER SYSTEM ACCESS

A. Suspension due to illicit discharges in emergency situations.

The Code Enforcement Officer at the direction of the Director of Public Services or other authorized enforcement agency may seek immediate injunctive relief to suspend storm sewer system discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the storm sewer system or the Waters of the United States or this state. If the violator fails to comply with a suspension order issued in an emergency, the authorized enforcement agency may take such steps as deemed necessary to prevent or minimize damage to the storm sewer system or waters of the United States or this state, or to minimize danger to persons.

B. Suspension due to the detection of illicit discharge.

Any person discharging to the storm sewer system in violation of this article may have their storm sewer system access terminated by order of the District Court, or other court of competent jurisdiction, if such termination would abate or reduce an illicit discharge. The Code Enforcement Officer or the Director of Public Services will notify a violator of the proposed termination of its storm sewer system access. The violator may petition the city engineer for reconsideration and hearing.

SECTION 30-59. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES

Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the city engineer prior to the allowing of discharges to the MS4.

SECTION 30-60. MONITORING OF DISCHARGES

The Director of Public Services has the right to require non-residential dischargers to install monitoring equipment as necessary, in accordance with Court Order, if a non-stormwater discharge is suspected. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.

SECTION 30-61. REQUIREMENTS TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES

The Director of Public Services or his designee will adopt requirements identifying Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premise, which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a storm water pollution prevention plan (SWPPP) as necessary for compliance with requirements of the NPDES permit.

SECTION 30-62. NOTIFICATION OF SPILLS

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the authorized enforcement agency in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Director of Public Services within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

SECTION 60-63. ENFORCEMENT

A. Notice of Violation

Whenever the Director of Public Services or his/her designee determines that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the City of Lathrup Village may issue a notice of violation to the responsible person and the owner of the property where the violation is occurring- requiring compliance within a period set forth within the notice. Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of storm water pollution or contamination of hazards and the restoration of any affected property; and
- (5) Payment of a fine to cover administrative and remediation costs; and
- (6) The implementation of source control or treatment BMPs.

B. Abatement of a Violation.

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall advise that, should the violator fail to remediate or restore within the established deadline, the City may issue a municipal civil infraction citation and may seek an order of the District Court, or file a civil suit with a court of competent jurisdiction requiring the restoration to be completed within an established deadline and authorizing the City or its designee to complete the work at the violator's expense.

C. Penalties.

Violations of this Article shall be a municipal civil infraction as set forth within Section 1-24 of this Code.

SECTION 30-64. COST OF THE ABATEMENT OF THE VIOLATION

In the event the violator fails to correct the violation as required, and the City undertakes the corrective action in accordance with an order of the District Court, or other court of competent jurisdiction, within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The court order may provide that if the amount due is not paid within a timely manner, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Unpaid assessments may be placed on the City's delinquent tax roll and may be collected as unpaid taxes.

SECTION 30-65. REMEDIES NOT EXCLUSIVE

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state, or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies, including, but not limited to circuit court actions in law or equity.

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the Lathrup Village Ordinance Code shall remain in full force and effect, amended only as specified above.

Section 3 of Ordinance. Savings.

The amendments of the Lathrup Village Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Lathrup Village Code of Ordinances set forth in this ordinance.

Section 4 of Ordinance. Severability.

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

Section 5 of Ordinance. Effective Date.

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6 of Ordinance. Date and Publication.

This ordinance is declared to have been enacted by the City Council of the City of Lathrup Village at a meeting called and held on the ____ day of _____, 2019, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

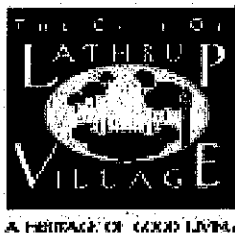
Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Lathrup Village, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance

adopted by the City Council of the City of Lathrup Village at a meeting held of the ____ day of _____, 2019, the original of which is on file in my office.

Yvette Talley, City Clerk
City of Lathrup Village



Dr. Sheryl L. Mitchell

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 L. Mitchell, City Administrator

DA: August 19, 2019

RE: **Approval – Renewal of MML/Meadowbrook Liability & Property Pool Insurance**

The MML Liability and Property Pool is administered serviced by Meadowbrook, Inc. The City of Lathrup Village has been a pool member since July 1, 1995.

The coverage period of the policy would be September 1, 2019 to September 1, 2020. The renewal premium is **\$77,940** compared to the expiring premium of **\$71,445**. This is a premium increase of \$6,495 or 9.1%.

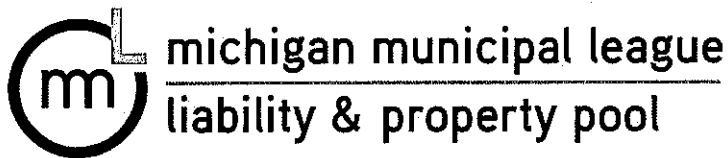
There are a few reasons for the change in premium:

- Annual Payroll -- \$1,468,209 (was \$1,432,398 in 2018) 2.5%↑
- Real & Personal Property -- \$6,338,658 (was \$6,220,725 in 2018) 1.9%↑
- Law Enforcement Officers—13 (same in 2018) ↓
- Vehicles – 10 (was same in 2018)
- Agreed Amount – 6 vehicles with agreed amount values totaling \$273,760
- MCCA – Michigan Catastrophic Claims Assessment ↑ (add'l \$28 passes through from State)
- 5-year Loss Ratio—200% (was 136% in 2018)
- There was a slight increase in the property and liability rates

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2019 to renewing Members. The City's portion of the dividend return is **\$6,878**. The City will receive the dividend after paying your renewal premium.

Suggested Motion:

To approve the renewal of the MML/Meadowbrook Liability & Property Pool Insurance for the period of September 1, 2019 through September 1, 2020, with a renewal premium of \$77,940.



August 13, 2019

Dr. Sheryl Mitchell
City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076-3489

RE: MML Liability & Property Pool Renewal Quote

Sheryl: The premium for the Property and Liability insurance renewal for the City of Lathrup Village effective September 1, 2019-2020 with the MML Liability & Property Pool is **\$77,940** compared to the expiring premium of **\$71,445**. This is a premium increase of \$6,495 or 9.1%.

Here are the changes in ratable exposures:

- \$1,468,209 Annual Payroll (was \$1,432,398 for 2018) = \$35,811 or 2.5% ↑
- \$6,338,658 of total values for real and personal property (was \$6,220,725 for 2018) = \$117,933 or 1.9% ↑
- MCCA – Michigan Catastrophic Claims Assessment ↑ by \$28 per vehicle (State pass-through)
- Five-year loss ratio: 200% for 2019; was 136% for 2018 = 64% ↑ (for every \$1 of premium paid for the past five years, the MML Liability & Property Pool has incurred \$2 of payout)
- There was a slight increase in the property and liability rates.

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2019 to renewing Members. The City's portion of the dividend return is **\$6,878**. The City will receive the dividend in the month following payment of your 2019 renewal premium.

Please advise if the City of Lathrup Village wants any additional limits and/or deductible options or if the policy should be issued based on the quoted Cost & Coverage summary. (We will have your renewal documents issued after you let us know.)

Please let me know if you have any questions. Thank you, Sheryl.

Sincerely,

Judy

Judith A. Thomson-Torosian, CPCU, CIC, ARM
Service and Sales Manager

Encl.

Service Provider: Meadowbrook® Inc.

Loss Control & Member Services: PO Box 2054, Southfield, MI 48037-2054; (800) 482-2726;
Claims: 3196 Kraft Ave. SE, Suite 206, Grand Rapids, MI 49512-2065; (616) 942-0311; (800) 752-7477; Fax 616-649-1796



michigan municipal league

Liability & Property Pool

Proposal

for the

City of Lathrup Village

Presented By:

Judith A. Thomson-Torosian, CPCU, CIC, ARM
MML Liability & Property Pool
(248) 204-6137

August 14, 2019

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This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **City of Lathrup Village** has been a Pool member since **July 1, 1995**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Lathrup Village**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Lathrup Village** for an annual premium of **\$77,940**. When compared to last year's cost of \$71,445, it represents a premium increase of \$6,495, or 9.1%. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2019. The City's portion of the dividend return is \$6,878. The City will receive this dividend in the month following payment of your 2019 renewal premium.)

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|--------------------------------|----------------------------------|
| ✓ 433 Public Entity Members | ✓ 195 Water Utilities |
| ✓ 139 Fire Departments | ✓ 218 Sewer Utilities |
| ✓ 170 Law Enforcement Agencies | ✓ 24 Municipal Marinas |
| ✓ 2,195 Police Officers | ✓ \$5 Billion of Property Values |
| ✓ 5,772 Miles of Streets/Roads | ✓ 206 Water Service Operations |
| ✓ 6,950 Vehicles | ✓ 17 Dams |
| ✓ 16 Electric Utilities | |



michigan municipal league
Liability & Property Pool

Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2019 to 09-01-2020

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	\$5,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0

# Vehicles	Comp	Coll
10	\$250	\$250

Agreed Amount, if applicable 6 Vehicles for a total of \$273,760

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$6,338,658	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Building(s)	Included	N/A	\$250
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
2 Auxiliary Pumps	\$30,000	N/A	\$250
Accounts Receivable	\$100,000	N/A	\$250
Cable TV Department Equipment	\$146,489	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A



michigan municipal league
Liability & Property Pool

Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2019 to 09-01-2020

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractors Equipment	\$8,000	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$125,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Radio Equipment	\$16,077	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
Voting Machines	\$19,145	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A

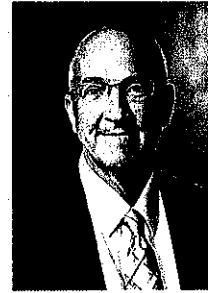
Only one deductible applies to claims involving two or more property coverages.

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$77,940.

Your Team of Experts



Judy Thomson-Torosian
Service and Sales Manager
(248) 204-6137



Michael J. Forster
Pool Administrator
(734) 669-6340



Ellen Skender
248-204-8582

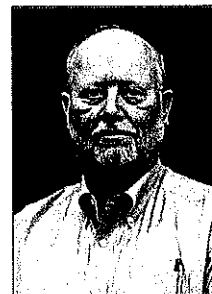


Joan Opett
248-204-8579

Customer Service Representatives



Tracy Mattiello
Claims Supervisor
(248) 204-8094



Rod Pearson
Loss Control Supervisor
(248) 204-8036

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

City of Lathrup Village Has . . .

- ✓ \$1,468,209 Annual Payroll (was \$1,432,398 for 2018) = \$35,811 or 2.5% ↑
- ✓ \$6,338,658 of total values for real and personal property (was \$6,220,725 for 2018) = \$117,933 or 1.9% ↑
- ✓ 13 Law enforcement officers (same for 2018)
- ✓ 10 Vehicles (was same for 2018)
- ✓ 6 Vehicles with agreed values totaling \$273,760 (was 7 for 2018)

Note: These additional factors also impacted the 2019/2020 renewal premium:

- Five year loss ratio: 200% for 2019; was 136% for 2018 = 64% ↑ (for every \$1 of premium paid for the past five years, the MML Liability & Property Pool has incurred \$2 of payout)
- MCCA – Michigan Catastrophic Claims Assessment [increase of \$28/Vehicle] (this \$220 per vehicle assessment passes through to the State) -- \$28 x 10 = \$280 of additional assessment

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding -**
 - Fireworks (unless endorsed)
 - Liquor Liability
 - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit
\$500,000
\$1,000,000

Additional Premium
Yes
Yes

2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

NO ADDITIONAL PREMIUM

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

"Wrongful Acts", including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials' liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual's right of privacy
- ✓ Proactive services for non-monetary damage claims

Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Law Enforcement Newsletters
 - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



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: August 19, 2019

RE: **APPOINTMENTS TO MARIJUANA STUDY GROUP**

Following the Town Hall Meetings, City Council determined to establish a Marijuana Study Group to research and make recommendations on licensing in Lathrup Village.

Applications have been received from:

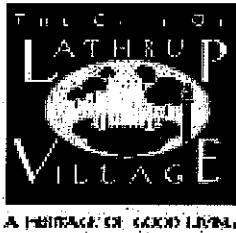
- Don Eichstaedt
- Carl Woodson

Mayor Garrett is recommending appointments for terms, ending December 31, 2020.

RECOMMENDED MOTION:

TO APPOINT to the Marijuana Study Group, for terms ending December 31, 2020.

- Don Eichstaedt
- Carl Woodson



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City Administrator

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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: August 19, 2019

RE: **APPOINTMENTS TO RECREATION ADVISORY COMMITTEE**

In May 1983, the City Council adopted a resolution to create the Recreation Advisory Committee, which consists of seven (7) members appointed by the City Council. The terms of office are for three (3) years and no more than two (2) consecutive terms are permitted according to the bylaws. The Recreation Coordinator acts as the chairperson of the Committee.

The Recreation Advisory Committee makes recommendations on recreation matters and participates in the update of the 5-year Parks and Recreation Master Plan.

Council has already appointed: Loretta DeLoach, Elaine Mantinan, and Marcella Rogers

Applications have been received from:

- Virginia Franklin
- Cynthia Martin

Mayor Garrett is recommending appointments to 3-year terms, ending June 30, 2022.

RECOMMENDED MOTION:

TO APPOINT to the Recreation Advisory Committee, for 3-year terms ending June 30, 2022:

- Virginia Franklin
- Cynthia Martin