

## CITY COUNCIL AGENDA

### CITY OF LATHRUP VILLAGE

MONDAY, MARCH 19, 2018

REGULAR MEETING AND STUDY SESSION OF THE CITY COUNCIL FOR THE CITY OF LATHRUP VILLAGE TO BE HELD ON MONDAY, MARCH 19, 2018 IN THE COUNCIL CONFERENCE ROOM/COUNCIL CHAMBER OF THE MUNICIPAL BUILDING ON THE 2<sup>ND</sup> FLOOR AT 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN, AT 7:00 P.M.

Note: City Council meets at 5:30 p.m. for dinner with the Study Session beginning at 6:00 p.m. with the Regular Meeting to follow at 7:00 p.m.

Regular Meeting: 7:00 p.m.

Mayor Pro Tem Kantor Will Call the Meeting to Order and the City Clerk Will Call the Roll.

Mayor Pro Tem Kantor Will Invite All Persons In Attendance to Join In the Pledge of Allegiance.

#### CONSENT AGENDA

1. Agenda Approval
2. The City Council will consider the approval of the minutes for the Study Session and Regular Meeting held on February 26, 2018.
3. The City Council will consider the approval of the minutes for the Special Meetings held on March 2, 2018 and March 13, 2018.
4. The City Council will consider the approval of the minutes for the Study Session held on March 5, 2018.

*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. The City Council Will Review and Consider the Approval of the Disbursement Report
6. The City Council Will Consider the Approval/Acceptance of the Department Reports.
7. The City Council invites those who wish to discuss issues not listed on the agenda to come forward at this time.
8. The City Council/Zoning Board of Appeals Will Conduct All Required and Properly Noticed and Published Public Hearings Regarding:

Note: All Hearings Commence at 7:00 p.m.

a. None

9. The City Council Will Consider Matters and Requests for Action entitled "Action Requests"

- a. The City Council Will Consider a Motion to Approve the City Administrator's Contract.
- b. The City Council Will Consider a Motion to Approve a Resolution expanding Membership of the Planning Commission.
- c. The City Council Will Consider a Motion to Approve an Agreement for Lockup Services Between City of Berkley and the City.
- d. (Table) The City Council Will Consider a Contract with Police Chief McKee.

The City Administrator Will Provide Information On Various Items.

- a. The City Administrator Provides Periodic Update Reports to the City Council on Items of General Interest. This Item Provides an Opportunity for Questions and/or General Discussion of Items Contained in Said Report. No Report

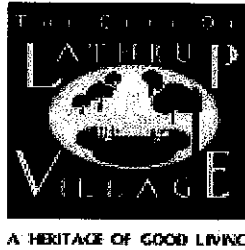
10. The City Attorney Will Provide Updates on Items of Legal Interest.

11. The City Council Will Address Any Unfinished Business or New Business That May Come Before Them.

12. No Further Business Having Come Forward the City Council Will Adjourn the Regular Meeting of Monday, March 19, 2018.

Study Session 6:00 p.m.

- 1. The City Council Will hear a presentation on Marijuana Business.
- 2. No Other Business Having Come Before Them, The City Council Will Adjourn The Study Session Of Monday, March 19, 2018



## CITY COUNCIL AGENDA

CITY OF LATHRUP VILLAGE

MONDAY, FEBRUARY 26, 2018

---

MINUTES OF THE STUDY SESSION FOR THE CITY COUNCIL FOR THE CITY OF LATHRUP VILLAGE, MICHIGAN HELD ON MONDAY, FEBRUARY 26, 2018 AT 6:00 P.M.

Note: City Council meets at 5:30 p.m. for dinner with the study session beginning at 6:00 p.m.

Study Session: 6:00 p.m.

The Study Session was called to order at 6:00 p.m. by Mayor Garrett

PRESENT: Mayor Garrett, Mayor Pro Tem, Kantor  
Council Members, Brock, Ferguson and Stallings

ABSENT:

ALSO PRESENT: Interim City Administrator – Treasurer Pamela Bratschi, City Attorney Scott Baker, Police Chief Scott McKee

1. The City Council was given an overview of Main Street Oakland County by John Bry Coordinator.
2. The City Council Discussed a Contract for Police Chief Scott McKee.
3. The City Council moved the discussion of Planning Commission members from 5 to 7 to the March 5, 2018 meeting.
4. The City Council moved the discussion of Code Enforcement to March 5, 2018.
5. The City Council moved the discussion of a plan for pothole repair to March 5, 2018.
6. The City Council received an update on Dhal Real Estate Buildings ( Close Session)
7. No Other Business Having Come before them, The City Council adjourned The Study Session of Monday, February 26, 2018.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES FEBRUARY 26, 2018**

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, FEBRUARY 26, 2018 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 7:12 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor MyKale Garrett and Mayor Pro Tem Bruce Kantor  
Council members Frank Brock, Ian Ferguson, Donna Stallings

Also Present: Interim City Administrator Pamela Bratschi, City Attorney Scott Baker, Police Chief Scott McKee, City Clerk Yvette Talley

Others Present: Ken Marten, Interim DDA Director

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

**CONSENT AGENDA**

**CO-18-26 APPROVAL OF AGENDA/CONSENT AGENDA**

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

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-27 Minutes of Study Session on January 22, 2018**

Motion by Council member Ferguson, seconded by Council member Stallings to approve the minutes of the Study Session of January 22, 2018.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-28 Minutes of Regular Meeting on January 22, 2018**

Motion by Council member Ferguson, seconded by Council member Stallings to approve the minutes of the Regular meeting of January 22, 2018.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES FEBRUARY 26, 2018**

**CO-18-29**                    **Minutes of Special Meeting on January 27, 2018**

Motion by Council member Ferguson, seconded by Council member Stallings to approve the minutes of the Special meeting of January 27, 2018.

Yes:     Brock, Ferguson, Garrett, Kantor, Stallings

No:     None

Motion carried.

**CO-18-30**                    **Minutes of Study Session Meeting on February 13, 2018**

Motion by Council member Ferguson, seconded by Council member Stallings to approve the minutes of the Special meeting of February 13, 2018.

Yes:     Brock, Ferguson, Garrett, Kantor, Stallings

No:     None

Motion carried.

**CO-18-31**                    **APPROVAL OF DISBURSEMENT REPORTS**

Motion by Mayor Pro Tem Kantor, seconded by Council member Brock to approve the Disbursement Report of January 1, 2018 through January 15, 2018 totaling \$,46,752.99 and the Disbursement Report of January 16, 2018 through January 31, 2018 totaling \$527,294.26

Yes:     Brock, Ferguson, Garrett, Kantor, Stallings

No:     None

Motion carried.

**CO-18-32**                    **Consideration of a Motion to Accept Departmental Reports**

Council member Stallings asked the time that trash can be placed on the curb. What can be done about mail being stolen from mailboxes?

Scott McKee advised residents not to place outgoing mail in your mailbox this is how identity theft occurs.

Scott Baker said trash can be placed at the curb no earlier than 4 pm the day before and put back no later than sunrise the day following collection.

Ken Marten said he will visit businesses to reengage with them, get acquainted and renew their business license. City Council asked that this process happens at a later date and to establish a plan before this is done.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES FEBRUARY 26, 2018**

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to accept the Departmental Reports.

Council member Brock thanked Pam Bratschi and Ken Marten for the code enforcement list.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-33 PETITIONS**

Peter Stephan, 26444 Meadowood Ct., S. said to keep Lathrup Village beautiful residents and businesses should use trash containers. Otherwise, the trash will blow all over. Culvert program for the city would include all residents interested and potentially at a cheaper cost.

Deborah Hoatlin-Dunn, 27440 Lathrup Blvd. asked for an update of the construction site at 11 mile/Lathrup Blvd. Ms. Bratschi said permits have been pulled and the wall will be constructed soon. Snow removal on City streets have been awful. Sidewalks are broken up on California to 11 mile causing floods.

**CO-18-34 PUBLIC HEARINGS**

None

**CO-18-35 ACTION REQUESTS**

- a. Consideration of a Motion to Approve the Second Reading of an Ordinance by Adding the Motor Carrier Safety Act

Scott Baker, City Attorney gave an overview and answered specific questions from City Council.

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve the Second Reading and Adoption of Chapter 47, Traffic and Vehicles, adding Article VI, Motor Carrier Safety Act, Sec. 74-102, Motor Carrier Safety Act Adopted.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

- b. Consideration to Approve the Employment Agreement between the City of Lathrup Village and Scott M. McKee, Police Chief

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to table this item.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES FEBRUARY 26, 2018**

No: None

Motion carried.

c. **Consideration of a Motion to appoint a member to the Board of Review**

Motion by Council member Ferguson, seconded by Council member Brock to appoint Saleem Siddiqi to the Board of Review for a three year term ending February 26, 2021.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-36 GO INTO CLOSED SESSION**

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor to go into Closed Session meeting to discuss Oakland County Circuit Court Case No. 2018-163741CH

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-37 COME OUT OF CLOSED SESSION**

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor to come out of closed session and return to City Council meeting.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-38 REPORT OF THE ACTING CITY ADMINISTRATOR**

Pamela Bratschi, Interim City Administrator said there will be a Jazz Concert in the Community Room on February 28, 108 at 6:00 p.m. Also, meet/greet of the candidates for City Administrator March 1, 2018 6:00 p.m. – 8:00 p.m. March 2, 2018 will be the interviews for City Administrator.

**CO-18-39 REPORT OF CITY ATTORNEY**

Scott Baker said there is nothing prohibiting an applicant from interviewing via skype. There is one candidate for the City Administrator position to be interviewed via skype.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES FEBRUARY 26, 2018**

**CO-18-40 UNFINISHED/NEW BUSINESS**

Council member Stallings thanked everyone who attended meet the Chiefs' coffee hour.

Council member Brock announced the wife of former City Administrator Jerry Stone passed away and sending condolences from the City Council.

Yvette Talley, City Clerk announced there will be a Special Election May 8, 2018 (Southfield Public Schools Millage) Last day to register to vote will be April 9, 2018.

**CO-18-41 CORRESPONDENCE**

None

**CO-18-42 ADJOURNMENT**

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

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

This was adjourned at 9:03 p.m.

Transcribed by Yvette Talley

---

Mykale Garrett, Mayor

---

Transcribed by Yvette Talley  
City Clerk

**CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING MINUTES MARCH 2, 2018**

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE HELD ON FRIDAY, MARCH 2, 2018 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 1:03 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor MyKale Garrett and Mayor Pro Tem Bruce Kantor  
Council members Frank Brock, Ian Ferguson, Donna Stallings

Also Present: City Attorney Scott Baker, City Clerk Yvette Talley

Others Present: Joyce Parker, MML

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

**PURPOSE OF THIS MEETING IS TO INTERVIEW FIVE CANDIDATES FOR CITY ADMINISTRATOR**  
**QUESTIONS HAVE BEEN REVIEWED BY LEGAL COUNCIL**

Mayor Garrett disclosed that she knows Dr. Sheryl Mitchell. They are not friends but she does know her.

Council member Brock disclosed that he knows Steve Duchane. They are not friends but he does know him.

The following were interviewed:

|                     |                       |
|---------------------|-----------------------|
| Vester Davis        | 1:00 p.m.             |
| Ted Andrzejewski    | 2:00 p.m.             |
| Steve Duchane       | 3:00 p.m.             |
| Dr. Sheryl Mitchell | 4:00 p.m.             |
| John Burt           | 5:00 p.m. (via skype) |

Specific questions were asked by the City Council to the candidates and candidates answered specific questions.

**CO-18-43 CITY ADMINISTRATOR**

Motion by Council member Brock, seconded by Council member Stallings to have the Michigan Municipal League Facilitator make a conditional offer to Dr. Sheryl L. Mitchell for the position of City Administrator.

Yes: Brock, Garrett, Ferguson, Kantor, Stallings

No: No

Motion carried.

**CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING MINUTES MARCH 2, 2018**

**CO-18-44                      ADJOURNMENT**

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

Yes:    Brock, Ferguson, Garrett, Kantor, Stallings

No:     None

Motion carried.

The meeting was adjourned at 8:40 p.m.

Transcribed by Yvette Talley

---

MyKale Garrett, Mayor

---

Transcribed by Yvette Talley

City Clerk

**CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING MINUTES MARCH 13, 2018**

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE HELD ON TUESDAY, MARCH 13, 2018 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 6:53 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor MyKale Garrett and Mayor Pro Tem Bruce Kantor  
Council members Frank Brock, Ian Ferguson, Donna Stallings

Also Present: City Attorney Scott Baker, Interim City Administrator, Pamela Bratschi, City Clerk Yvette Talley

**CO-18-45 APPROVAL OF AGENDA**

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor for approval of Agenda with with a change to add item 1a regarding discussion of the background check policy for new hires.

Yes: Brock, Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

**CO-18-46 MOTION TO GO INTO CLOSED SESSION**

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to go into Closed Session.

Yes: Brock, Garrett, Ferguson, Kantor, Stallings

No: No

Motion carried.

1a. PURPOSE OF THIS MEETING IS TO DISCUSS THE BACKGROUND CHECK POLICY OF NEW HIRES

2. HEAR FROM THE CITY ATTORNEY ON PENDING LITIGATION

**CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING MINUTES MARCH 13, 2018**

City Attorney gave an overview and answered specific questions from City Council members.

There was discussion about the background check policy for new hires. Want to have a consistent policy for all new hires.

**CO-18-47**                      **ADJOURNMENT**

Motion by Council member Ferguson, seconded by Council member Brock to adjourn this meeting.

Yes:    Brock, Ferguson, Garrett, Kantor, Stallings

No:     None

Motion carried.

The meeting was adjourned at 7:38p.m.

Transcribed by Yvette Talley

---

MyKale Garrett, Mayor

---

Transcribed by Yvette Talley  
City Clerk



## CITY COUNCIL AGENDA

CITY OF LATHRUP VILLAGE

MONDAY, MARCH 5, 2018

---

MINUTES OF THE STUDY SESSION FOR THE CITY COUNCIL FOR THE CITY OF LATHRUP VILLAGE, MICHIGAN HELD ON MONDAY, MARCH 5, 2018 AT 6:00 P.M.

Note: City Council meets at 5:30 p.m. for dinner with the study session beginning at 6:00 p.m.

Study Session: 6:00 p.m.

The Study Session was called to order at 6:00 p.m. by Mayor Garrett

PRESENT: Mayor Garrett, Mayor Pro Tem, Kantor  
Council Members, Brock, Ferguson and Stallings (6:15)

ABSENT:

ALSO PRESENT: Interim City Administrator – Treasurer Pamela Bratschi, City Attorney Scott Baker,

1. The City Council was given an update on Code Enforcement by Jim Wright – Building Inspector.
2. The City Council Discussed the New City Administrators Contract.
3. The City Council Discussed changing Planning Commission members from 5 to 7.
4. The City Council Discussed Code Enforcement.
5. The City Council Discussed a Plan for pothole repair and DPS services cost to bring in house.
6. The City Council Discussed Social Media.
7. The City Council was given a list of Contracts for the City.
8. The City Council asked for the Labor Attorney to come to Council for Police Chief Scott McKee's contract.
9. No Other Business Having Come before them, The City Council adjourned The Study Session of Monday, March 5, 2018.

**CITY OF LATHRUP VILLAGE**  
**Disbursement Report**

**Period covered 2/1/2018-2/15/2018**

**Gross Payroll:**

| <b>Payroll Department</b> | <b>Amount</b> | <b>Personnel</b>                                                                                   |
|---------------------------|---------------|----------------------------------------------------------------------------------------------------|
| Admin                     | \$20,798.11   | Bratschi, Carlton, Marten,<br>Potter, Schultz, Talley, Zuchowski                                   |
| DDA                       | \$0.00        |                                                                                                    |
| Bldg Mnt                  |               |                                                                                                    |
| Police                    | \$31,120.11   | Becker, Button, Carmack, Farley, Imber<br>Lask, Lawrence, McKee, Roberts,<br>Tompkins Upshaw, Zang |
| DPS                       | \$0.00        |                                                                                                    |
| Water                     | \$937.50      | Carlton                                                                                            |
| Recreation                | \$2,768.29    | VanderArk                                                                                          |

**Total Gross \$55,624.01**

**Deductions \$18,480.51**

**Net Payroll \$37,143.50**

**\* Fund Totals Include Gross Payroll**

|                                       |                    |
|---------------------------------------|--------------------|
| <b>General Fund</b>                   | <b>\$54,686.51</b> |
| <b>Major Road Fund</b>                | <b>\$0.00</b>      |
| <b>Local Road Fund</b>                | <b>\$0.00</b>      |
| <b>Capital Acquisition Fund</b>       | <b>\$0.00</b>      |
| <b>Debt Service Fund SDS Bonds</b>    |                    |
| <b>Downtown Development Authority</b> | <b>\$0.00</b>      |
| <b>Water &amp; Sewer Fund</b>         | <b>\$937.50</b>    |

|              |                    |
|--------------|--------------------|
| <b>Total</b> | <b>\$55,624.01</b> |
|--------------|--------------------|

**CITY OF LATHRUP VILLAGE**  
**Disbursement Report**

**Period covered 2/16/2018-2/28/2018**

**Gross Payroll:**

| <b>Payroll Department</b> | <b>Amount</b> | <b>Personnel</b>                                                                                   |
|---------------------------|---------------|----------------------------------------------------------------------------------------------------|
| Admin                     | \$12,218.21   | Bratschi, Carlton, Marten,<br>Schultz, Talley, Zuchowski                                           |
| DDA                       | \$0.00        |                                                                                                    |
| Bldg Mnt                  |               |                                                                                                    |
| Police                    | \$28,854.27   | Becker, Button, Carmack, Farley, Imber<br>Lask, Lawrence, McKee, Roberts,<br>Tompkins Upshaw, Zang |
| DPS                       | \$0.00        |                                                                                                    |
| Water                     | \$937.50      | Carlton                                                                                            |
| Recreation                | \$0.00        |                                                                                                    |

**Total Gross \$42,009.98**

**Deductions \$13,984.03**

**Net Payroll \$28,025.95**

**\* Fund Totals Include Gross Payroll**

|                                |                     |
|--------------------------------|---------------------|
| General Fund                   | \$140,751.71        |
| Major Road Fund                | \$648,314.85        |
| Local Road Fund                | \$6,286.15          |
| Capital Acquisition Fund       | \$0.00              |
| Debt Service Fund SDS Bonds    | \$0.00              |
| Downtown Development Authority | \$2,881.97          |
| Water & Sewer Fund             | \$187,697.76        |
| <b>Total</b>                   | <b>\$985,932.44</b> |

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
POST DATES 02/01/2018 - 02/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED

| 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  |        | POLICE & FIREMEN'S INS. GF INSURANCE    | 56.34    | 40849   |
| 101-000.000-232.000              | EMPLOYEE PAYROLL-MEDICAL W/H  |        | AFLAC                                   | 41.22    | 40863   |
| 101-000.000-245.000              | RENTAL SECURITY DEPOSITS HELD |        | BLANCHIE DEGRATE                        | 300.00   | 40811   |
| 101-000.000-245.000              | RENTAL SECURITY DEPOSITS HELD |        | SYBIL PARRISH                           | 300.00   | 40854   |
| 101-000.000-245.000              | RENTAL SECURITY DEPOSITS HELD |        | ALHEAH STALLINGS                        | 300.00   | 40864   |
| 101-000.000-245.000              | RENTAL SECURITY DEPOSITS HELD |        | REGINA BLACK DAVIS                      | 300.00   | 40889   |
| 101-000.000-245.000              | RENTAL SECURITY DEPOSITS HELD |        | RUTH LITTLE                             | 300.00   | 40891   |
| 101-000.000-246.000              | POLICE UNION DUES             |        | COMMAND OFFICERS ASSN. OF               | 260.64   | 40821   |
| 101-000.000-246.000              | POLICE UNION DUES             |        | POLICE OFFICERS ASSOC.                  | 1,100.48 | 40850   |
| 101-000.000-246.000              | POLICE UNION DUES             |        | POLICE OFFICERS ASSOC.                  | 569.28   | 40887   |
| 101-000.000-283.000              | PERFORMANCE BONDS             |        | Construction King LLC                   | 50.00    | 40822   |
| 101-000.000-283.000              | PERFORMANCE BONDS             |        | Jabar Askew                             | 50.00    | 40834   |
| 101-000.000-283.000              | PERFORMANCE BONDS             |        | Walbridge Technologies                  | 150.00   | 40858   |
| 101-000.000-344.000              | DEF COMP PAYABLE ICMA CLEARIN |        | ICMA RETIREMENT TRUST-457               | 2,000.52 | 40831   |
| 101-000.000-344.000              | DEF COMP PAYABLE ICMA CLEARIN |        | ICMA RETIREMENT TRUST-457               | 2,450.72 | 40878   |
| 101-000.000-401.000              | CITY TAXES                    |        | KATLIN MACNEIL                          | 77.75    | 2712    |
| 101-000.000-401.000              | CITY TAXES                    |        | MICHELIE BEVERLY                        | 25.00    | 40880   |
| 101-000.000-401.000              | CITY TAXES                    |        | MONOSETA BURWELL                        | 5.61     | 40882   |
| Total For Dept 000.000           |                               |        |                                         | 8,337.56 |         |
| Dept 100.000 GOVERNMENT SERVICES |                               |        |                                         |          |         |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 36.22    | 40846   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 20.43    | 40846   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 15.96    | 40846   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 30.73    | 40815   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | PRINTER                                 | 529.99   | 40846   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | 1099 FORMS AND COPIES                   | 52.79    | 40851   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 91.95    | 40884   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 146.94   | 40884   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | OFFICE SUPPLIES                         | 102.41   | 40884   |
| 101-100.000-726.000              | OFFICE SUPPLIES               |        | WINTER TAX BILLS                        | 551.18   | 40883   |
| 101-100.000-804.000              | BUILDING TRADE INSPECTION     |        | BUILDING INSPECTIONS PERFORMED          | 3,045.50 | 40838   |
| 101-100.000-804.000              | BUILDING TRADE INSPECTION     |        | PLUMBING, MECHANICAL AND ELECTRICAL INS | 1,910.35 | 40838   |
| 101-100.000-804.000              | BUILDING TRADE INSPECTION     |        | ANNUAL SERVICE SUPPORT FEES             | 1,076.00 | 40813   |
| 101-100.000-805.000              | CABLE TELEVISION              |        | COUNCIL MEETING                         | 400.00   | 40819   |
| 101-100.000-808.000              | COMMUNITY CENTER EXPENDITURE  |        | COMMUNITY ROOM EVENTS                   | 375.00   | 40818   |
| 101-100.000-808.000              | COMMUNITY CENTER EXPENDITURE  |        | CLS CONTINENTAL LINEN SERV              | 61.03    | 40874   |
| 101-100.000-808.000              | COMMUNITY CENTER EXPENDITURE  |        | CLIFTON GRANT                           | 610.00   | 40873   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | BSA                                     | 2,207.00 | 40813   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | CARDMEMBER SERVICE                      | 1,223.81 | 40815   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | YVETTE TALLEY                           | 17.68    | 40896   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | PAMELA A. BRATSCHI                      | 94.50    | 40885   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | ZIP ETC.INC.                            | 206.00   | 40897   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | ZIP ETC.INC.                            | 130.00   | 40897   |
| 101-100.000-848.000              | GOVERNMENT OPERATIONS         |        | PARTS TOWN, LLC                         | 79.32    | 40886   |
| 101-100.000-850.000              | TELEPHONE EXPENDITURES        |        | COMCAST                                 | 189.44   | 40820   |
| 101-100.000-850.000              | TELEPHONE EXPENDITURES        |        | PAETEC                                  | 634.03   | 40848   |
| 101-100.000-850.000              | TELEPHONE EXPENDITURES        |        | PAETEC                                  | 355.96   | 40848   |
| 101-100.000-850.000              | TELEPHONE EXPENDITURES        |        | VERIZON WIRELESS                        | 124.00   | 40895   |
| 101-100.000-860.000              | VEHICLE EXPENSE               |        | CARDMEMBER SERVICE                      | 30.94    | 40815   |
| 101-100.000-883.000              | CITY BEAUTIFICATION           |        | ZOROS CHRISTMAS LIGHTS                  | 2,225.00 | 40860   |
| 101-100.000-900.000              | PRINTING/PUBLICATION COSTS    |        | ZIP ETC.INC.                            | 132.00   | 40897   |

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
POST DATES 02/01/2018 - 02/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED

| GL Number                                  | GL Desc                       | Vendor                               | Invoice Description                     | Amount    | Check # |
|--------------------------------------------|-------------------------------|--------------------------------------|-----------------------------------------|-----------|---------|
| Fund 101 GENERAL FUND                      |                               |                                      |                                         |           |         |
| Dept 100.000 GOVERNMENT SERVICES           |                               |                                      |                                         |           |         |
| Total For Dept 100.000 GOVERNMENT SERVICES |                               |                                      |                                         |           |         |
|                                            |                               |                                      |                                         | 16,706.16 |         |
| Dept 101.000 ADMINISTRATION                |                               |                                      |                                         |           |         |
| 101-101.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | VANTAGEPOINT TRANSFER                | HEALTH SAVINGS PLAN                     | 130.05    | 40857   |
| 101-101.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BLUE CARE NETWORK                    | HEALTH INSURANCE                        | 4,168.17  | 40866   |
| 101-101.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BLUE CROSS BLUE SHIELD               | HEALTH INSURANCE                        | 509.35    | 40867   |
| 101-101.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | STANDARD INSURANCE COMPANY           | INSURANCE                               | 184.55    | 40892   |
| 101-101.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | VANTAGEPOINT TRANSFER                | HEALTH SAVINGS PLAN                     | 130.05    | 40894   |
| 101-101.000-717.000                        | CODE ENFORCEMENT LEGAL        | BAKER & ELOWSKY, PLLC                | LEGAL SERVICES PROVIDED                 | 975.00    | 40809   |
| 101-101.000-718.000                        | ELECTIONS                     | ELECTION SOURCE                      | VERITY SCAN BALLIT BIN                  | 333.96    | 40827   |
| 101-101.000-718.000                        | ELECTIONS                     | OAKLAND COUNTY TREASURER             | BOARD OF CANVASSERS, ELECTION CODING/PI | 332.08    | 40845   |
| 101-101.000-718.000                        | ELECTIONS                     | YVETTE TALLEY                        | MILEAGE REIMBURSEMENT FOR STATE OF MICH | 55.04     | 40859   |
| 101-101.000-718.000                        | ELECTIONS                     | PRINTING SYSTEMS, INC.               | ELECTION FORMS AND SUPPLIES             | 130.80    | 40888   |
| 101-101.000-718.000                        | ELECTIONS                     | PRINTING SYSTEMS, INC.               | ELECTION FORMS AND SUPPLIES             | 69.41     | 40888   |
| 101-101.000-718.000                        | ELECTIONS                     | PRINTING SYSTEMS, INC.               | AV BALLOT OUTER ENVELOPES WITH PERMIT   | 149.18    | 40888   |
| 101-101.000-722.000                        | LEGAL SERVICES                | BAKER & ELOWSKY, PLLC                | LEGAL SERVICES PROVIDED                 | 3,990.00  | 40809   |
| 101-101.000-722.000                        | LEGAL SERVICES                | KELLER THOMA                         | GENERAL MATTERS                         | 2,561.25  | 40835   |
| Total For Dept 101.000 ADMINISTRATION      |                               |                                      |                                         | 13,718.89 |         |
| Dept 201.000 BUILDING & GROUNDS            |                               |                                      |                                         |           |         |
| 101-201.000-702.000                        | SALARIES PART-TIME            | CLIFTON GRANT                        | CLEANING SERVICES PROVIDED FOR CITY HAI | 527.15    | 40818   |
| 101-201.000-702.000                        | SALARIES PART-TIME            | MICHIGAN ST. DISBURSEMENT            | SPOUSAL SUPPORT                         | 649.75    | 40843   |
| 101-201.000-702.000                        | SALARIES PART-TIME            | CLIFTON GRANT                        | CLEANING SERVICES PROVIDED FOR CITY HAI | 527.15    | 40873   |
| 101-201.000-702.000                        | SALARIES PART-TIME            | MICHIGAN ST. DISBURSEMENT            | SPOUSAL SUPPORT                         | 649.75    | 40881   |
| 101-201.000-920.000                        | UTILITIES                     | CONSUMERS ENERGY                     | ENERGY BILLS                            | 1,706.69  | 40823   |
| 101-201.000-920.000                        | UTILITIES                     | DTE ENERGY                           | ELECTRIC BILLS                          | 381.61    | 40826   |
| 101-201.000-920.000                        | UTILITIES                     | CITY OF LATHRUP VILLAGE, WATER BILLS | WATER BILLS                             | 315.69    | 40872   |
| 101-201.000-930.000                        | BUILDING MAINTENANCE & REPAIR | ELITE LIGHT AND POWER                | ADD TV OUTLET IN FITNESS ROOM           | 178.12    | 40828   |
| 101-201.000-930.000                        | BUILDING MAINTENANCE & REPAIR | ELITE LIGHT AND POWER                | REPLACE LIGHT FIXTURES                  | 1,444.00  | 40828   |
| 101-201.000-930.000                        | BUILDING MAINTENANCE & REPAIR | HOME DEPOT CREDIT SERVICES           | FLOOR WAX                               | 64.94     | 40861   |
| 101-201.000-938.000                        | PARKING LOT & GROUNDS         | J.C. EHRlich CO. INC                 | PEST CONTROL                            | 81.00     | 40879   |
| Total For Dept 201.000 BUILDING & GROUNDS  |                               |                                      |                                         | 6,525.85  |         |
| Dept 301.000 PUBLIC SAFETY                 |                               |                                      |                                         |           |         |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | VANTAGEPOINT TRANSFER                | HEALTH SAVINGS PLAN                     | 294.81    | 40857   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BLUE CARE NETWORK                    | HEALTH INSURANCE                        | 386.54    | 40866   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BLUE CROSS BLUE SHIELD               | HEALTH INSURANCE                        | 3,121.90  | 40867   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BLUE CROSS-BLUE SHIELD               | HEALTH INSURANCE                        | 10,483.12 | 40868   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | STANDARD INSURANCE COMPANY           | INSURANCE                               | 182.48    | 40892   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | BRIAN AVEDISIAN                      | PRESCRIPTION REIMBURSEMENT              | 274.05    | 40869   |
| 101-301.000-703.000                        | EMPLOYEE TAXES & BENEFITS     | VANTAGEPOINT TRANSFER                | HEALTH SAVINGS PLAN                     | 294.81    | 40894   |
| 101-301.000-726.000                        | OFFICE SUPPLIES               | INTEGRITY BUSINESS SOLUTIONS         | OFFICE SUPPLIES                         | 626.70    | 40832   |
| 101-301.000-731.000                        | PUBLICATIONS/DOCUMENT REDUCIN | DRIVERS LICENSE GUIDE COMI           | 2018 I.D. CHECKING GUIDE                | 62.85     | 40824   |
| 101-301.000-731.000                        | PUBLICATIONS/DOCUMENT REDUCIN | CARDMEMBER SERVICE                   | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 130.00    | 40815   |
| 101-301.000-803.000                        | MEMBERSHIPS & MEETINGS        | MICHAEL ZANG                         | REIMBURSEMENT FOR MEALS AT MICH ASSOC.  | 102.81    | 40839   |
| 101-301.000-803.000                        | MEMBERSHIPS & MEETINGS        | SCOTT MCKEE                          | REIMBURSEMENT FOR MEALS AT MACP MEETING | 165.75    | 40852   |
| 101-301.000-821.000                        | POLICE RESERVES               | CARDMEMBER SERVICE                   | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 245.55    | 40815   |
| 101-301.000-822.000                        | TRAINING                      | IAFCI                                | FAUD CONFERENCE                         | 90.00     | 40830   |
| 101-301.000-822.000                        | TRAINING                      | IAFCI                                | BSA FAUD CONFERENCE                     | 90.00     | 40862   |
| 101-301.000-823.000                        | FIREARMS TRAINING             | MICHIGAN POLICE EQUIPMENT            | GLOCK 17, AND GLOCK 19                  | 714.00    | 40842   |
| 101-301.000-829.000                        | POLICE UNIFORMS & CLEANING    | UNITEX DIRECT                        | UNIFORMS                                | 128.69    | 40855   |
| 101-301.000-829.000                        | POLICE UNIFORMS & CLEANING    | UNITEX DIRECT                        | UNIFORMS                                | 162.96    | 40855   |
| 101-301.000-829.000                        | POLICE UNIFORMS & CLEANING    | UNITEX DIRECT                        | UNIFORMS                                | 180.97    | 40855   |

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
POST DATES 02/01/2018 - 02/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

| GL Number                             | GL Desc                    | Vendor                     | Invoice Description                     | Amount    | Check # |
|---------------------------------------|----------------------------|----------------------------|-----------------------------------------|-----------|---------|
| <b>Fund 101 GENERAL FUND</b>          |                            |                            |                                         |           |         |
| <b>Dept 301.000 PUBLIC SAFETY</b>     |                            |                            |                                         |           |         |
| 101-301.000-829.000                   | POLICE UNIFORMS & CLEANING | ALLIE BROTHERS, INC.       | NAME TAG/PLATGE/BADGE                   | 11.99     | 40865   |
| 101-301.000-829.000                   | POLICE UNIFORMS & CLEANING | UNITEX DIRECT              | POLICE UNIFORMS                         | 93.96     | 40893   |
| 101-301.000-829.000                   | POLICE UNIFORMS & CLEANING | UNITEX DIRECT              | POLICE UNIFORMS                         | 329.94    | 40893   |
| 101-301.000-829.000                   | POLICE UNIFORMS & CLEANING | UNITEX DIRECT              | POLICE UNIFORMS                         | 185.97    | 40893   |
| 101-301.000-829.000                   | POLICE UNIFORMS & CLEANING | GARY LASK                  | BOOT REIMBURSEMENT                      | 40.00     | 40875   |
| 101-301.000-850.000                   | TELEPHONE EXPENDITURES     | COMCAST                    | CABLE AND INTERNET SERVICE              | 4.99      | 40820   |
| 101-301.000-850.000                   | TELEPHONE EXPENDITURES     | MICHAEL ZANG               | CELL PHONE REIMBURSEMENT                | 50.00     | 40839   |
| 101-301.000-850.000                   | TELEPHONE EXPENDITURES     | PAETEC                     | PHONE BILLS                             | 398.36    | 40848   |
| 101-301.000-850.000                   | TELEPHONE EXPENDITURES     | AT & T                     | CELL PHONE                              | 51.04     | 40808   |
| 101-301.000-850.000                   | TELEPHONE EXPENDITURES     | VERIZON WIRELESS           | CELL PHONE BILLS                        | 124.01    | 40808   |
| 101-301.000-860.000                   | VEHICLE EXPENSE            | BIRMINGHAM OIL CHANGE      | OIL CHANGE ON 2013 CHEVROLET TAHOE      | 31.97     | 40810   |
| 101-301.000-860.000                   | VEHICLE EXPENSE            | US BANK VOYAGER FLEET      | FUEL CHARGES FOR CITY VEHICLES          | 1,643.01  | 40856   |
| 101-301.000-860.000                   | VEHICLE EXPENSE            | O'REILLY AUTOMOTIVE, INC.  | SNOW BRUSH                              | 6.99      | 40844   |
| 101-301.000-860.000                   | VEHICLE EXPENSE            | O'REILLY AUTOMOTIVE, INC.  | WIPER BLADES                            | 57.02     | 40844   |
| 101-301.000-860.000                   | VEHICLE EXPENSE            | CARDMEMBER SERVICE         | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 83.96     | 40815   |
| Total For Dept 301.000 PUBLIC SAFETY  |                            |                            |                                         | 20,851.20 |         |
| <b>Dept 401.000 PUBLIC SERVICE</b>    |                            |                            |                                         |           |         |
| 101-401.000-920.000                   | UTILITIES                  | CONSUMERS ENERGY           | ENERGY BILLS                            | 851.71    | 40823   |
| 101-401.000-920.000                   | UTILITIES                  | DTE ENERGY                 | ELECTRIC BILLS                          | 143.39    | 40826   |
| 101-401.000-920.000                   | UTILITIES                  | PAETEC                     | PHONE BILLS                             | 132.09    | 40848   |
| 101-401.000-920.000                   | UTILITIES                  | US BANK VOYAGER FLEET      | FUEL CHARGES FOR CITY VEHICLES          | 777.21    | 40856   |
| 101-401.000-921.000                   | CONTRACTUAL SERVICES       | LATHRUP SERVICES, LLC      | PUBLIC SERVICES PROVIDED                | 8,530.55  | 40837   |
| Total For Dept 401.000 PUBLIC SERVICE |                            |                            |                                         | 10,434.95 |         |
| <b>Dept 502.000</b>                   |                            |                            |                                         |           |         |
| 101-502.000-801.001                   | SOCRRA                     | SOCRRA                     | REFUSE, RECYCLABLES AND YARD WASTE COLI | 13,999.00 | 40853   |
| Total For Dept 502.000                |                            |                            |                                         | 13,999.00 |         |
| <b>Dept 601.000 RECREATION</b>        |                            |                            |                                         |           |         |
| 101-601.000-703.000                   | EMPLOYEE TAXES & BENEFITS  | BLUE CARE NETWORK          | HEALTH INSURANCE                        | 352.05    | 40866   |
| 101-601.000-703.000                   | EMPLOYEE TAXES & BENEFITS  | STANDARD INSURANCE COMPANY | INSURANCE                               | 22.02     | 40892   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | CARDMEMBER SERVICE         | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 85.76     | 40815   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | ZUMBA, KICK TONE CLASSES                | 527.25    | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | YOGA AND HEART SMART CLASSES            | 1,082.00  | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | YOGA AND HEART SMART CLASSES            | 1,255.00  | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | ZUMBA CLASSES                           | 97.50     | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | YOGA AND HEART SMART CLASSES            | 655.00    | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | ZUMBA CLASSES                           | 33.75     | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ONE LIFE FITNESS           | BOOT CAMP AND YOGA CLASSES              | 1,090.00  | 40847   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ZOROS CHRISTMAS LIGHTS     | CHRISTMAS LIGHTS OUTSIDE                | 2,225.00  | 40860   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | CARYL D. WOOTEN            | CLASS CANCELLED                         | 45.00     | 40870   |
| 101-601.000-806.000                   | OTHER RECREATION PROGRAMS  | ROBERT JONES               | CONCERT PAYMENT                         | 1,000.00  | 40890   |
| 101-601.000-807.000                   | BUS TRANSPORTATION         | CARDMEMBER SERVICE         | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 620.29    | 40815   |
| 101-601.000-811.000                   | SENIOR ACTIVITIES          | CHRISTINE VOGEL            | SENIOR TEA REFUND                       | 15.00     | 40871   |
| Total For Dept 601.000 RECREATION     |                            |                            |                                         | 9,105.62  |         |
| Total For Fund 101 GENERAL FUND       |                            |                            |                                         | 99,679.23 |         |
| <b>Fund 202 MAJOR ROAD FUND</b>       |                            |                            |                                         |           |         |
| <b>Dept 702.000</b>                   |                            |                            |                                         |           |         |
| 202-702.000-703.000                   | EMPLOYEE TAXES & BENEFITS  | STANDARD INSURANCE COMPANY | INSURANCE                               | 0.97      | 40892   |
| 202-702.000-861.000                   | ROAD MAINTENANCE           | CADILLAC ASPHALT L.L.C.    | ROAD PATCH                              | 58.07     | 40814   |

8

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
POST DATES 02/01/2018 - 02/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED

| GL Number                                      | GL Desc                    | Vendor                                            | Invoice Description                     | Amount     | Check # |
|------------------------------------------------|----------------------------|---------------------------------------------------|-----------------------------------------|------------|---------|
| <b>Fund 202 MAJOR ROAD FUND</b>                |                            |                                                   |                                         |            |         |
| Dept 702.000                                   |                            |                                                   |                                         |            |         |
| 202-702.000-864.000                            | TRAFFIC CONTROLS           | DTE ENERGY                                        | STREET LIGHTS                           | 2,064.21   | 40825   |
| 202-702.000-866.000                            | SNOW & ICE REMOVAL         | CARGILL, INCORPORATED                             | ROAD SALT                               | 1,427.74   | 40816   |
| 202-702.000-870.000                            | FORESTRY                   | J.H. HART URBAN FORESTRY                          | TREE REMOVAL AND STUMPING               | 149.75     | 40833   |
| 202-702.000-921.000                            | CONTRACTUAL SERVICES       | LATHRUP SERVICES, LLC                             | PUBLIC SERVICES PROVIDED                | 4,404.11   | 40837   |
| 202-702.000-970.000                            | CAPITAL EXPENDITURE        | CITY OF SOUTHFIELD                                | COST REIMBURSEMENT FOR EVERGREEN ROAD F | 640,210.00 | 40817   |
|                                                |                            | Total For Dept 702.000                            |                                         | 648,314.85 |         |
|                                                |                            | Total For Fund 202 MAJOR ROAD FUND                |                                         | 648,314.85 |         |
| <b>Fund 203 LOCAL ROAD FUND</b>                |                            |                                                   |                                         |            |         |
| Dept 703.000                                   |                            |                                                   |                                         |            |         |
| 203-703.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | STANDARD INSURANCE COMPANY                        | INSURANCE                               | 0.97       | 40892   |
| 203-703.000-861.000                            | ROAD MAINTENANCE           | CADILLAC ASPHALT L.L.C.                           | ROAD PATCH                              | 58.08      | 40814   |
| 203-703.000-861.000                            | ROAD MAINTENANCE           | GIFFELS-WEBSTER ENG INC                           | 2017 ROADWAY REPAIR PROJECT             | 245.50     | 40876   |
| 203-703.000-866.000                            | SNOW & ICE REMOVAL         | CARGILL, INCORPORATED                             | ROAD SALT                               | 1,427.74   | 40816   |
| 203-703.000-870.000                            | FORESTRY                   | J.H. HART URBAN FORESTRY                          | TREE REMOVAL AND STUMPING               | 149.75     | 40833   |
| 203-703.000-921.000                            | CONTRACTUAL SERVICES       | LATHRUP SERVICES, LLC                             | PUBLIC SERVICES PROVIDED                | 4,404.11   | 40837   |
|                                                |                            | Total For Dept 703.000                            |                                         | 6,286.15   |         |
|                                                |                            | Total For Fund 203 LOCAL ROAD FUND                |                                         | 6,286.15   |         |
| <b>Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY</b> |                            |                                                   |                                         |            |         |
| Dept 000.000                                   |                            |                                                   |                                         |            |         |
| 494-000.000-614.000                            | FARMERS MARKET             | BOB'S SANITATION                                  | PORTA POTTY                             | 100.00     | 40812   |
| 494-000.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | VANTAGEPOINT TRANSFER                             | HEALTH SAVINGS PLAN                     | 39.75      | 40857   |
| 494-000.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | BLUE CARE NETWORK                                 | HEALTH INSURANCE                        | 848.68     | 40866   |
| 494-000.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | STANDARD INSURANCE COMPANY                        | INSURANCE                               | 20.81      | 40892   |
| 494-000.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | VANTAGEPOINT TRANSFER                             | HEALTH SAVINGS PLAN                     | 39.75      | 40894   |
| 494-000.000-882.000                            | PLANNING/CONSULTING FEES   | GIFFELS-WEBSTER ENG INC                           | PLANNING SERVICES                       | 1,775.00   | 40876   |
| 494-000.000-955.000                            | MISCELLANEOUS EXPENDITURES | CARDMEMBER SERVICE                                | GOVERNMENT OPERATIONS, CAR WASHES, SENI | 57.98      | 40815   |
|                                                |                            | Total For Dept 000.000                            |                                         | 2,881.97   |         |
|                                                |                            | Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY |                                         | 2,881.97   |         |
| <b>Fund 592 WATER &amp; SEWER FUND</b>         |                            |                                                   |                                         |            |         |
| Dept 000.000                                   |                            |                                                   |                                         |            |         |
| 592-000.000-202.999                            | SHORT TERM PORTION OF LTD  | THE BANK OF NEW YORK MELL                         | BOND PAYMENT                            | 30,000.00  | 2417    |
|                                                |                            | Total For Dept 000.000                            |                                         | 30,000.00  |         |
| <b>Dept 536.000 WATER DEPARTMENT</b>           |                            |                                                   |                                         |            |         |
| 592-536.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | VANTAGEPOINT TRANSFER                             | HEALTH SAVINGS PLAN                     | 9.38       | 40857   |
| 592-536.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | BLUE CARE NETWORK                                 | HEALTH INSURANCE                        | 5,803.36   | 40866   |
| 592-536.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | STANDARD INSURANCE COMPANY                        | INSURANCE                               | 7.05       | 40892   |
| 592-536.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | VANTAGEPOINT TRANSFER                             | HEALTH SAVINGS PLAN                     | 9.38       | 40894   |
| 592-536.000-902.000                            | BILLING SERVICES           | POSTMASTER                                        | POSTAGE FOR WATER BILLS                 | 600.00     | 2418    |
| 592-536.000-921.000                            | CONTRACTUAL SERVICES       | LATHRUP SERVICES, LLC                             | PUBLIC SERVICES PROVIDED                | 4,948.83   | 40837   |
| 592-536.000-921.000                            | CONTRACTUAL SERVICES       | BSA                                               | ANNUAL SERVICE SUPPORT FEES             | 751.00     | 40813   |
| 592-536.000-944.000                            | WATER PURCHASES            | SOUTHEAST OAKLAND COUNTY                          | WATER CHARGES FROM 1/1/18 TO 1/31/18    | 31,429.30  | 2415    |
|                                                |                            | Total For Dept 536.000 WATER DEPARTMENT           |                                         | 43,558.30  |         |
| <b>Dept 537.000 SEWER DEPARTMENT</b>           |                            |                                                   |                                         |            |         |
| 592-537.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | VANTAGEPOINT TRANSFER                             | HEALTH SAVINGS PLAN                     | 9.38       | 40857   |
| 592-537.000-703.000                            | EMPLOYEE TAXES & BENEFITS  | BLUE CARE NETWORK                                 | HEALTH INSURANCE                        | 94.96      | 40866   |

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
 POST DATES 02/01/2018 - 02/28/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

| GL Number                               | GL Desc                        | Vendor                      | Invoice Description                     | Amount     | Check # |
|-----------------------------------------|--------------------------------|-----------------------------|-----------------------------------------|------------|---------|
| Fund 592 WATER & SEWER FUND             |                                |                             |                                         |            |         |
| Dept 537.000 SEWER DEPARTMENT           |                                |                             |                                         |            |         |
| 592-537.000-703.000                     | EMPLOYEE TAXES & BENEFITS      | STANDARD INSURANCE COMPANY  | INSURANCE                               | 7.05       | 40892   |
| 592-537.000-703.000                     | EMPLOYEE TAXES & BENEFITS      | VANTAGEPOINT TRANSFER       | HEALTH SAVINGS PLAN                     | 9.38       | 40894   |
| 592-537.000-720.000                     | INTEREST EXPENSE               | THE BANK OF NEW YORK MELLON | BOND PAYMENT                            | 13,788.75  | 2416    |
| 592-537.000-720.000                     | INTEREST EXPENSE               | THE BANK OF NEW YORK MELLON | BOND PAYMENT                            | 5,839.28   | 2417    |
| 592-537.000-921.000                     | CONTRACTUAL SERVICES           | LATHRUP SERVICES, LLC       | PUBLIC SERVICES PROVIDED                | 4,948.83   | 40837   |
| 592-537.000-939.000                     | SEWER SYTEM MAINTENANCE        | OAKLAND COUNTY TREASURER    | GRINDER PUMP CALLS IN FOR THE CITY OF I | 2,540.32   | 2414    |
| 592-537.000-939.000                     | SEWER SYTEM MAINTENANCE        | DTE ENERGY                  | ELECTRIC BILLS                          | 13.86      | 40826   |
| 592-537.000-942.000                     | SEWAGE DISPOSAL EXPENSE        | KISM LLC                    | LIFTSTATION FOR 2018                    | 2,500.00   | 40836   |
| 592-537.000-945.000                     | RETENTION TANK UTIL-ELEC       | OAKLAND COUNTY TREASURER    | SEWERAGE CHARGES FOR THE MONTH ENDING C | 76,368.58  | 2414    |
| 592-537.000-946.000                     | RETENTION TANK UTIL-WATER      | DTE ENERGY                  | ELECTRIC BILLS                          | 1,950.50   | 40826   |
| 592-537.000-947.000                     | RETENTION TANK UTIL-GAS        | CITY OF LATHRUP VILLAGE,    | WATER BILLS                             | 74.85      | 40872   |
| 592-537.000-948.000                     | RETENTION TANK UTIL-TELEPHONE  | CONSUMERS ENERGY            | ENERGY BILLS                            | 15.12      | 40823   |
| 592-537.000-957.000                     | INDUSTRIAL SURCHARGE/NON-RESI  | PAETEC                      | PHONE BILLS                             | 145.89     | 40848   |
| 592-537.000-977.000                     | ENVIRONMENT COMPL - NON CAPITA | OAKLAND COUNTY TREASURER    | SEWAGE DISPOSAL FOR MOTH ENDING DECEMBE | 2,246.44   | 2414    |
| 592-537.000-977.000                     | ENVIRONMENT COMPL - NON CAPITA | MICHIGAN DEPT. OF           | STORMWATER ANNUAL PERMIT FEE            | 2,000.00   | 40841   |
| 592-537.000-977.000                     | ENVIRONMENT COMPL - NON CAPITA | HYDROCORP, INC              | CROSS CONNECTION CONTROL                | 525.00     | 40829   |
| 592-537.000-977.000                     | ENVIRONMENT COMPL - NON CAPITA | HUBBELL, ROTH & CLARK, INC  | STORM WATER CORRESPONDENCE WITH MDEQ    | 123.77     | 40877   |
| Total For Dept 537.000 SEWER DEPARTMENT |                                |                             |                                         | 113,201.96 |         |
| Total For Fund 592 WATER & SEWER FUND   |                                |                             |                                         | 186,760.26 |         |

03/16/2018 08:01 AM  
User: FAM  
DB: Lathrup

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
POST DATES 02/01/2018 - 02/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

Page 6/6

| GL Number    | GL Desc | Vendor | Invoice Description       | Amount     | Check # |
|--------------|---------|--------|---------------------------|------------|---------|
| Fund Totals: |         |        |                           |            |         |
|              |         |        | Fund 101 GENERAL FUND     | 99,679.23  |         |
|              |         |        | Fund 202 MAJOR ROAD FUNI  | 648,314.85 |         |
|              |         |        | Fund 203 LOCAL ROAD FUNI  | 6,286.15   |         |
|              |         |        | Fund 494 DOWNTOWN DEVELOP | 2,881.97   |         |
|              |         |        | Fund 592 WATER & SEWER I  | 186,760.26 |         |
|              |         |        | Total For All Funds:      | 943,322.46 |         |

**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.bakereelowsky.com](http://www.bakereelowsky.com)

02-08-2018

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

**Invoice Number: 668**  
**Invoice Period: 01-01-2018 - 01-31-2018**

**RE: General Retainer**

**Time Details**

| Date       | Professional | Description                                                        | Hours             | Amount          |
|------------|--------------|--------------------------------------------------------------------|-------------------|-----------------|
| 01-05-2018 | SRB          | Telephone conference with Interim City Administrator.              | 0.500             | No Charge       |
| 01-08-2018 | SRB          | Preparation for and attendance at Study Session of City Council.   | 3.000             | No Charge       |
| 01-09-2018 | SRB          | Telephone conference with Police Chief re: FOIA request.           | 0.250             | No Charge       |
| 01-11-2018 | SRB          | Telephone conference with Interim City Administrator.              | 0.250             | No Charge       |
| 01-17-2018 | SRB          | Telephone conference with Interim City Administrator.              | 0.750             | No Charge       |
| 01-22-2018 | SRB          | Preparation for and attendance at Study Session of City Council.   | 1.500             | No Charge       |
| 01-22-2018 | SRB          | Preparation for and attendance at Regular Meeting of City Council. | 1.500             | No Charge       |
| 01-22-2018 | SRB          | Telephone conference with Ken Marten.                              | 0.250             | No Charge       |
| 01-23-2018 | SRB          | Telephone conference with Interim City Administrator.              | 0.500             | No Charge       |
| 01-24-2018 | SRB          | Telephone conference with City Clerk.                              | 0.250             | No Charge       |
| 01-26-2018 | SRB          | Telephone conference with City Planner.                            | 0.250             | No Charge       |
| 01-31-2018 | SRB          | Telephone conference with Interim City Administrator.              | 0.250             | No Charge       |
| 01-31-2018 | SRB          | Telephone conference with Mayor.                                   | 0.500             | No Charge       |
| 01-31-2018 | SRB          | Services rendered.                                                 |                   | 1,650.00        |
|            |              |                                                                    | <b>Total Fees</b> | <b>1,650.00</b> |

**Time Summary**

| Professional | Hours | Amount                        |
|--------------|-------|-------------------------------|
| SRB          | 9.750 | 1,650.00                      |
|              |       | <b>Total Fees</b>             |
|              |       | <b>1,650.00</b>               |
|              |       | <b>Total for this Invoice</b> |
|              |       | <b>1,650.00</b>               |

22

**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](http://www.bakerelowsky.com)

02-08-2018

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

**Invoice Number: 669**  
Invoice Period: 01-01-2018 - 01-31-2018

**RE: Prosecution/Code Enforcement**

**Time Details**

| Date       | Professional | Description                                                                                                                                                                                                                                                                                                     | Hours | Amount |
|------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
| 01-03-2018 | SRB          | Notice of required Court appearance to J. Wright for formal hearing re: 17LV0001530.                                                                                                                                                                                                                            | 0.250 | 32.50  |
| 01-04-2018 | SRB          | Receipt and review of preliminary docket for 1/10 for Judge Johnson; review files.                                                                                                                                                                                                                              | 0.250 | 32.50  |
| 01-10-2018 | SRB          | Notice of required Court appearance to Officer C. Becker for formal hearing re: 17L246738A.                                                                                                                                                                                                                     | 0.250 | 32.50  |
| 01-10-2018 | SRB          | Review of file; draft Order to Correct Violations re: 17L0001530.                                                                                                                                                                                                                                               | 0.500 | 65.00  |
| 01-10-2018 | SRB          | Appearance in 46th District Court for pre-trials and formal hearings.                                                                                                                                                                                                                                           | 3.000 | 390.00 |
| 01-11-2018 | SRB          | Notice of required Court appearance to Officer G. Lask for formal hearing re: 17LV01243A.                                                                                                                                                                                                                       | 0.250 | 32.50  |
| 01-16-2018 | SRB          | Notice of required Court appearance to Officer R. Tompkins for formal hearing re: 17LV01273A.                                                                                                                                                                                                                   | 0.250 | 32.50  |
| 01-17-2018 | SRB          | Notice of required Court appearance to Officer C. Becker for formal hearing re: 17LV01252A.                                                                                                                                                                                                                     | 0.250 | 32.50  |
| 01-17-2018 | SRB          | Receipt and review of Notice from 46th District Court with copy of Defendant's Motion to Set Aside Default Judgment; draft notice of required Court appearance to Officer R. Tompkins; draft Answer to Motion and Proof of Service; prepare letter to Court with copy to Defendant c/o attorney re: 17LV01194A. | 0.500 | 65.00  |
| 01-17-2018 | SRB          | Notice of required Court appearance to J. Wright for formal hearing re: 18L0001531.                                                                                                                                                                                                                             | 0.250 | 32.50  |
| 01-22-2018 | SRB          | Receipt and review of true copy of Order to Correct Violations from 46th District Court, review file, prepare correspondence to Defendant forwarding true copy of Order; forward copy of Order to P. Bratschi and J. Wright re: 17L0001530.                                                                     | 0.500 | 65.00  |
| 01-22-2018 | SRB          | Notice of required Court appearance to Officer G. Lask for formal hearing re: 17LV01134A.                                                                                                                                                                                                                       | 0.250 | 32.50  |
| 01-23-2018 | SRB          | Notice of required Court appearance for adjourned date to Officer C. Becker re: 17LV01114A.                                                                                                                                                                                                                     | 0.250 | 32.50  |

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

Page 1 of 2

23

| Date       | Professional | Description                                                                                   | Hours             | Amount        |
|------------|--------------|-----------------------------------------------------------------------------------------------|-------------------|---------------|
| 01-29-2018 | SRB          | Phone call and faxed correspondence from defense counsel with pleadings re: Ticket 18LV00180. | 0.250             | 32.50         |
| 01-30-2018 | SRB          | Phone conference with defense counsel re: Ticket 18LV00180.                                   | 0.250             | 32.50         |
| 01-30-2018 | SRB          | Phone call from defense counsel re: 17LV01252A.                                               | 0.250             | 32.50         |
|            |              |                                                                                               | <b>Total Fees</b> | <b>975.00</b> |

### Time Summary

| Professional | Hours | Amount                        |
|--------------|-------|-------------------------------|
| SRB          | 7.500 | 975.00                        |
|              |       | <b>Total Fees</b>             |
|              |       | <b>975.00</b>                 |
|              |       | <b>Total for this Invoice</b> |
|              |       | <b>975.00</b>                 |

**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](http://www.bakerelowsky.com)

02-08-2018

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

**Invoice Number: 670**  
**Invoice Period: 01-01-2018 - 01-31-2018**

**RE: Special Legal Services**

**Time Details**

| Date       | Professional | Description                                                                                                                                                | Hours | Amount |
|------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
| 01-03-2018 | SRB          | Review correspondence from Mayor Pro Tem re: code enforcement issues.                                                                                      | 0.250 | 32.50  |
| 01-04-2018 | SRB          | Review correspondence from Police Department re: release of information.                                                                                   | 0.250 | 32.50  |
| 01-04-2018 | SRB          | Review correspondence from Oakland County Equalization re: Dhal appeals.                                                                                   | 0.250 | 32.50  |
| 01-04-2018 | SRB          | Receipt and review correspondence from Ken Marten re: condo bylaws; telephone conference with same.                                                        | 0.250 | 32.50  |
| 01-05-2018 | SRB          | Receipt and review correspondence from Ken Marten re: code enforcement issues.                                                                             | 0.250 | 32.50  |
| 01-05-2018 | SRB          | Review correspondence from Interim City Administrator re: Study Session agenda.                                                                            | 0.250 | 32.50  |
| 01-08-2018 | SRB          | Receipt and review of email correspondence from Oakland County Equalization; review Stipulations, execute same and forward to County re: Dhal Real Estate. | 0.500 | 65.00  |
| 01-11-2018 | SRB          | Receipt of Orders from Michigan Tax Tribunal; forward copy of each Order to Oakland County Equalization and City re: Dhal Real Estate.                     | 0.250 | 32.50  |
| 01-11-2018 | SRB          | Receipt and review correspondence from City Clerk; respond to same re: medical marijuana inquiry.                                                          | 0.250 | 32.50  |
| 01-12-2018 | SRB          | Review correspondence from Sgt. Zang; review proposed prisoner lockup contract.                                                                            | 0.750 | 97.50  |
| 01-17-2018 | SRB          | Draft resolution re: Frank Brock Way; forward to City Administrator.                                                                                       | 0.750 | 97.50  |
| 01-17-2018 | SRB          | Draft ordinance to adopt Motor Carrier Safety Act; forward to City Administrator.                                                                          | 0.750 | 97.50  |
| 01-17-2018 | SRB          | Receipt and review correspondence from Interim City Administrator re: Council Agenda packet; review Agenda packet.                                         | 0.500 | 65.00  |
| 01-19-2018 | SRB          | Receipt and review correspondence from Ken Marten re: Planning Commission agenda.                                                                          | 0.250 | 32.50  |

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

Page 1 of 2

25

| Date       | Professional | Description                                                                                              | Hours             | Amount          |
|------------|--------------|----------------------------------------------------------------------------------------------------------|-------------------|-----------------|
| 01-23-2018 | SRB          | Review correspondence from Interim City Administrator re: disbursement report.                           | 0.250             | 32.50           |
| 01-23-2018 | LKK          | Prepare for and attend Regular Meeting for Planning Commission.                                          | 3.500             | 455.00          |
| 01-24-2018 | SRB          | Receipt and review correspondence from City Planner re: Council training session.                        | 0.250             | 32.50           |
| 01-25-2018 | SRB          | Review agenda re: Special Meeting of Council.                                                            | 0.250             | 32.50           |
| 01-25-2018 | SRB          | Research and draft presentation for City Council roles and responsibilities training session.            | 3.500             | 455.00          |
| 01-26-2018 | SRB          | Meeting with Code Officer, Mayor, Police Department and Interim City Administrator re: code enforcement. | 1.500             | 195.00          |
| 01-27-2018 | SRB          | Attend training session for City Council.                                                                | 3.000             | 390.00          |
| 01-29-2018 | SRB          | Review correspondence from Ken Marten re: OMA.                                                           | 0.250             | 32.50           |
|            |              |                                                                                                          | <b>Total Fees</b> | <b>2,340.00</b> |

#### Time Summary

| Professional | Hours             | Amount          |
|--------------|-------------------|-----------------|
| LKK          | 3.500             | 455.00          |
| SRB          | 14.500            | 1,885.00        |
|              | <b>Total Fees</b> | <b>2,340.00</b> |

**Total for this Invoice** 2,340.00



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](http://www.bakerelowsky.com)

SCOTT R. BAKER

JENNIFER H. ELOWSKY

[sbaker@bakerelowsky.com](mailto:sbaker@bakerelowsky.com)

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

February 8, 2018

Via Email

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

Yvette Talley, City Clerk  
City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076

Re: Legal Department Billing for January 1 through January 31, 2018

Dear Ms. Bratschi and Ms. Talley:

The following is our law firm's billing to the City of Lathrup Village for the month of January 2018:

|                                   |                  |
|-----------------------------------|------------------|
| 1. General Retainer               | \$1,650.00       |
| 2. Special Legal Services         | \$2,340.00       |
| 3. Downtown Development Authority | \$0              |
| 4. Project Reimbursement          | \$0              |
| 5. Prosecution/Code Enforcement   | <u>\$ 975.00</u> |
|                                   | \$4,965.00       |

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker  
Lathrup Village Attorney

SRB/sds  
Enclosures

03/16/18

**Enforcement List**

Closed

**ANIMAL NUISANCE****Address**

E18-0052 27330 RED RIVER DR

PER L VPD, I HAVE NOT SEEN  
the property owner in  
months, and we may have  
a Raccoon infestation  
happening there. They  
may be gaining entry from  
the side soffit"

**Filed**

02/16/18

**Status**

Inspection Scheduled

City Councilman Ian Ferguson

**Category Total 1****INOPERABLE VEHIC****Address**

E18-0046 18750 CAMBRIDGE BLVD

**Filed**

02/02/18

**Status**

Resolved

Per L VPD a Green  
Chrysler Pacifica; No plate  
parked in driveway

03/02/18

E18-0047 18225 CORAL GABLES AVE

02/02/18

Resolved

02/16/18

Per L VPD a Black Ford F-  
250 has a flat tire and  
expired registration;  
parked in front of house

E18-0056 18151 WILTSHIRE BLVD

02/22/18

Resolved

02/28/18

Blk P U-flat tire

E18-0057 28827 SOMERSET PL

02/22/18

Resolved

02/28/18

Gray 4 door - heavy crash  
damage.  
Under carport

03/16/18

**Enforcement List**

Closed

**Category Total      4****ITEMS IN R. O. W.**

|          | <b>Address</b>                                  | <b>Filed</b> | <b>Status</b> |
|----------|-------------------------------------------------|--------------|---------------|
| E18-0060 | 28601 SOUTHFIELD RD                             | 02/28/18     | Discovered    |
|          | Trash and debris in alley and behind restaurant |              |               |
| E18-0061 | 28235 SOUTHFIELD RD                             | 02/28/18     | Discovered    |
|          | Trash and debris behind building and in alley   |              |               |
| E18-0062 | 27465 SOUTHFIELD RD                             | 02/28/18     | Resolved      |
|          | Trash and debris behind building and in alley   |              | 03/09/18      |

**Category Total      3****OFF STREET PARKIN**

|          | <b>Address</b>                                       | <b>Filed</b> | <b>Status</b>     |
|----------|------------------------------------------------------|--------------|-------------------|
| E18-0042 | 28400 SOUTHFIELD RD                                  | 02/02/18     | Corrected by City |
|          | Parking of large recreational vehicle in parking lot |              | 02/23/18          |
| E18-0043 | 17653 TWELVE MILE                                    | 02/02/18     | Resolved          |
|          | Parking of vehicle for advertising purposes          |              | 02/23/18          |

03/16/18

**Enforcement List**

Closed

**Category Total      2****PROPERTY MAINTEN**

|          | <b>Address</b>                                                                  | <b>Filed</b> | <b>Status</b>       |          |
|----------|---------------------------------------------------------------------------------|--------------|---------------------|----------|
| E18-0059 | neighbor at 27229 Sunset<br>complaining of dumping of<br>trees in her back yard | 02/28/18     | No Cause for Action | 02/28/18 |

**Category Total      1****SNOW REMOVAL RE**

|          | <b>Address</b>        | <b>Filed</b>                                  | <b>Status</b> |          |
|----------|-----------------------|-----------------------------------------------|---------------|----------|
| E18-0049 | 28521 SUNSET W BLVD   | 02/14/18                                      | Resolved      | 02/26/18 |
|          |                       | caller reports snow not removed from sidewalk |               |          |
| E18-0050 | 18810 DOLORES AVE     | 02/14/18                                      | Resolved      | 02/26/18 |
|          |                       | caller reports snow not removed from sidewalk |               |          |
| E18-0051 | 18594 SARATOGA BLVD   | 02/14/18                                      | Resolved      | 02/26/18 |
|          |                       | caller reports snow not removed from sidewalk |               |          |
| E18-0054 | 27401 MORNINGSIDE PLZ | 02/16/18                                      | Discovered    |          |
|          |                       | left door hanger                              |               |          |

03/16/18

**Enforcement List**

Closed

**Category Total      4****VEHICLE STORAGE**

|          | <b>Address</b>                                                                                     | <b>Filed</b> | <b>Status</b> |
|----------|----------------------------------------------------------------------------------------------------|--------------|---------------|
| E18-0044 | 27855 CALIFORNIA NW DR                                                                             | 02/02/18     | Resolved      |
|          | Multiple vehicles, lawn tractor trash cans and other items stored outside of garage in public view |              |               |

03/09/18

|          |                                                                                                                                                                                                                                             |          |            |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|
| E18-0063 | 27570 EVERGREEN RD                                                                                                                                                                                                                          | 02/28/18 | Discovered |
|          | 2 vehicles parked illegally Silver Ford fusion Lic. # ABD 056 no valid plate White Chevy van commercial vehicle parked not in approved area license # DA 61333. Home business Believe in the Light INC operating out of home not registered |          |            |

**Category Total      2****WORK W/O A PERMIT**

|          | <b>Address</b>                                                               | <b>Filed</b> | <b>Status</b> |
|----------|------------------------------------------------------------------------------|--------------|---------------|
| E18-0053 | 18815 SARATOGA BLVD                                                          | 02/16/18     | Resolved      |
|          | Furnace being installed by Randazzo no permit said they would mail in permit |              |               |

02/28/18

03/16/18

**Enforcement List**

Closed

E18-0055      18780 BUNGALOW DR      second offense      02/16/18      Resolved      02/28/18

**Category Total      2**

**YARD WASTE**

|                                                                                                                                                    | Address             | Filed    | Status              |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------|---------------------|
| E18-0058                                                                                                                                           | 27229 SUNSET E BLVD | 02/26/18 | No Cause for Action |
| Victoria states: "Workers from the construction site where the Lathrup Townhomes are being built are dumping trees and in her yard(above address)" |                     |          |                     |

BAILEY, VICTORIA

**Category Total      1**

**Records: 20**

Enforcement Code Officer = Jim Wright AND  
Enforcement Date Filed Between 2/1/2018 12:00:00 AM AND 2/28/2018 11:59:59 PM

Page: 5

# Monthly Permit List

03/08/2018

## Building

| Permit #                                                                                                                                                  | Date       | Contractor      | Job Address          | Parcel #         | Fee Total | Const. Value |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------------|----------------------|------------------|-----------|--------------|
| PB180007                                                                                                                                                  | 02/01/2018 | Supowit, Jordan | 18130 MEADOWOOD AVE  | 40-24-23-230-020 | \$155.00  | \$1,528      |
| <b>Work Description:</b> -Install (1) doorwall                                                                                                            |            |                 |                      |                  |           |              |
| PB180008                                                                                                                                                  | 02/20/2018 | Cordin, Ailene  | 18780 BUNGALOW DR    | 40-24-14-451-020 | \$445.00  | \$15,000     |
| <b>Work Description:</b> new kitchen, bathrooms, frame out basement with drywall (walls only), build wall between furnace and basement room, Laundry Room |            |                 |                      |                  |           |              |
| PB180010                                                                                                                                                  | 02/22/2018 | PALANCI, JOHN G | 18714 SAN DIEGO BLVD | 40-24-14-404-018 | \$290.00  | \$10,100     |
| <b>Work Description:</b> Fix water damage in box out on back wall. Replace (2) windows                                                                    |            |                 |                      |                  |           |              |

**Total Permits For Type: 3**

**Total Fees For Type: \$890.00**

**Total Const. Value For Type: \$26,628**

## Electrical

| Permit #                                                     | Date       | Contractor         | Job Address           | Parcel #         | Fee Total | Const. Value |
|--------------------------------------------------------------|------------|--------------------|-----------------------|------------------|-----------|--------------|
| PE180017                                                     | 02/12/2018 | DEMERYLY, SARAH    | 28050 GOLDENGATE E DR | 40-24-13-158-003 | \$95.00   | \$0          |
| <b>Work Description:</b> -Furnace wiring<br>-Air Conditioner |            |                    |                       |                  |           |              |
| PE180018                                                     | 02/14/2018 | MABIN, DARLENE C   | 18781 ALHAMBRA AVE    | 40-24-14-204-003 | \$70.00   | \$0          |
| <b>Work Description:</b> -Furnace Wiring                     |            |                    |                       |                  |           |              |
| PE180019                                                     | 02/16/2018 | FLOWERS, JEFFREY N | 18251 WILTSHIRE BLVD  | 40-24-14-277-005 | \$70.00   | \$0          |
| <b>Work Description:</b> Furnace Wiring                      |            |                    |                       |                  |           |              |

PE180020 02/21/2018 MARXHAUSEN, JOHN 18815 SARATOGA BLVD 40-24-14-401-004 \$95.00 \$0

**Work Description:** -Furnace Wiring(1)  
-Air Conditioner(1)

PE180021 02/22/2018 DOWDELL, KATHLEEN 18130 RAINBOW DR 40-24-23-279-007 \$126.00 \$0

**Work Description:** -Lamps: 30  
-Circuits: 3  
-Changing out service panel only

PE180023 02/22/2018 KOGER, RICHARD L 18720 ROSELAND BLVD 40-24-14-201-048 \$70.00 \$0

**Work Description:** -Furnace Wiring

**Total Permits For Type: 6**  
**Total Fees For Type: \$526.00**  
**Total Const. Value For Type: \$0**

## Mechanical

| Permit # | Date       | Contractor    | Job Address           | Parcel #         | Fee Total | Const. Value |
|----------|------------|---------------|-----------------------|------------------|-----------|--------------|
| PM180012 | 02/12/2018 | DEMERY, SARAH | 28050 GOLDENGATE E DR | 40-24-13-158-003 | \$115.00  | \$0          |

**Work Description:** Furnace: Lennox-SLP98UH070XV36B(70,000 BTU)

A/C: Lennox-XC20-036-230(3 Ton)

Humidifier

PM180013 02/14/2018 MABIN, DARLENE C 18781 ALHAMBRA AVE 40-24-14-204-003 \$105.00 \$0

**Work Description:** -Furnace: Rheem R95PA115152YMSA(115,000 BTU)  
-Humidifier: Aprilaire 600M

PM180014 02/16/2018 FLOWERS, JEFFREY N 18251 WILTSHIRE BLVD 40-24-14-277-005 \$90.00 \$0

**Work Description:** -Furnace: Lennox ML18OUH090P48B (90,000BTU)  
-Humidifier

PM180015 02/21/2018 MARXHAUSEN, JOHN 18815 SARATOGA BLVD 40-24-14-401-004 \$140.00 \$0

**Work Description:** -Furnace/Heater: Lennox 110,000 EL296UH110 (110,000 BTU)  
-Hot Water: Bradford White RG250S6N (50 Gal)  
-Air Conditioner: Lennox 13ACXN-048 (4 Ton)  
-Humidifier

PM180016 02/22/2018 Ailene Corlin 18780 BUNGALOW DR 40-24-14-451-020 \$245.00 \$0

**Work Description:** -Furnace: Tempstar N4A1336GKF (3 Ton 13 SEER)  
-A/C: Tempstar N4A1336GKF (3 Ton 13 SEER)  
-Gas Piping(2 openings)  
-Chimney Liner  
-Bath Vent  
-Alterations to Duct

Total Permits For Type: 5  
Total Fees For Type: \$695.00  
Total Const. Value For Type: \$0

## Plumbing

| Permit # | Date       | Contractor    | Job Address       | Parcel #         | Fee Total | Const. Value |
|----------|------------|---------------|-------------------|------------------|-----------|--------------|
| PP180007 | 02/20/2018 | Ailene Corlin | 18780 BUNGALOW DR | 40-24-14-451-020 | \$255.00  | \$0          |

**Work Description:** -Sink(3)  
-Tub(1)  
-Disposal(1)  
-Dishwasher(1)  
-Water Closer(2)  
-Floor Drain(1)  
-Water Distribution Size

PP180008 02/26/2018 LYSIK, KEVIN M 18520 SAN JOSE BLVD 40-24-14-426-020 \$80.00 \$0

**Work Description:** Sewer repair

Total Permits For Type: 2  
Total Fees For Type: \$335.00  
Total Const. Value For Type: \$0

## Right of Way Construction

| Permit #                                                                                                                                                                                                       | Date       | Contractor          | Job Address          | Parcel #         | Fee Total  | Const. Value |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------|----------------------|------------------|------------|--------------|
| PROW-180002                                                                                                                                                                                                    | 02/26/2018 | DYSTANT, PATRICIA A | 18180 WILTSHIRE BLVD | 40-24-14-232-013 | \$1,250.00 | \$0          |
| <b>Work Description:</b> -Renew copper service and relocate to west side of house, approx 123 feet 5/8 P-MP longside service. Gas main is in greenbelt, pavement breaks and lane closures are not anticipated. |            |                     |                      |                  |            |              |

Total Permits For Type: 1  
 Total Fees For Type: \$1,250.00  
 Total Const. Value For Type: \$0

## Report Summary

Permit Date Issued Between  
 2/1/2018 12:00:00 AM AND  
 2/28/2018 11:59:59 PM AND  
 Permit Status = ISSUED AND  
 Permit Amount Paid Total <= 50,000

Grand Total Fees: \$3,696.00

Grand Total Permits: 17

Grand Total Const. Value: \$26,628

## **February 2018 Police Report Summary**

### **02/01 – 18-0764: Abandoned Vehicle**

While on patrol Officers observed two vehicles, that appeared to have been abandoned, parked behind a business. Officers attempted to contact the owner with negative results. A 48 hour tag was placed on the vehicles. Officers checked on the vehicles two days later and observed one of the vehicles was still parked behind the business. The vehicle was impounded as abandoned.

### **02/01 – 18-0781: Criminal Sexual Conduct**

Child Protective Services contacted Officers to turn over a case that CPS had been investigating. CPS stated that two juvenile children had performed sexual acts on one another in a residence located in Lathrup Village. This case is still under investigation.

### **02/01 – 18-0793: Hospice Death**

Officers were dispatched to a residence on an in-home hospice death. Officers arrived and determined no foul play was involved and the deceased succumbed to health issues. The body was released to the family by the Oakland County Medical Examiner.

### **02/01 – 18-0809: Missing Juvenile**

Officers met the complainant at the LVPD on a missing juvenile. The mother of the juvenile stated that her son had run away from home. Officers as well as family of the juvenile searched the area with negative results. It was discovered that the juvenile had taken the city bus to a family members home located in Detroit. The child was returned to the parents.

### **02/02 – 18-0838: Suspicious Circumstances**

Complainant came into the LVPD to report a problem with a vehicle purchase. Officers advised the subject that this was a civil matter and to go through the courts regarding the sale of the vehicle.

### **02/02 – 18-0839: Lost Juvenile**

Officers were dispatched to the area of Saratoga and Bloomfield on a child who appeared to be lost. Officers arrived and made contact with the child. Officers discovered that the child had walked away from school. The child was returned to the school and the parents were contacted. The child was turned over to the parents and school faculty was advised of the incident.

### **02/02 – 18-0846: Assist Other Agency**

Officers were dispatched to the area of 11 Mile and Southfield Rd on a possible drunk driver. Officers found the vehicle in the City of Southfield and advised dispatch on the location. A traffic stop was conducted and Southfield Officers arrived to take over the investigation. The driver was arrested by Southfield Officers for operating a vehicle under the influence of intoxicants.

### **02/03 – 18-0873: Suspicious Circumstances**

Complainant came into the station to report that an unknown subject had attempted to file for unemployment under her name. The complainant was given a report number and stated that the State of Michigan will be heading up the investigation.

### **02/03 – 18-0884: DWLS**

Officers conducted a traffic stop and made contact with the driver. It was determined that the driver was driving on a suspended license. The driver was cited and the vehicle was impounded.

**02/05 – 18-0932: Simple Assault**

Officers responded to a business on an alleged assault. Officers spoke to both parties involved. No injuries were seen on either subject and it was determined that a verbal argument occurred in regards to a customer using the bathroom when he did not purchase anything from the store. Statements were collected and the report was sent to the prosecutor's office for review.

**02/05 – 18-0937: Assist Other Agency**

Officers were in the area of 12 Mile and Southfield when they overheard radio traffic that Southfield Police were in a pursuit with a vehicle heading towards Lathrup Village. Officers engaged in a short vehicle pursuit as the suspect's vehicle entered the city. The suspect was eventually stopped and arrested by Southfield Police in the area of 12 Mile and Evergreen Rd.

**02/05 – 18-0941: DWLS**

Officers conducted a traffic stop and made contact with the driver. It was determined that the driver was driving on a suspended license. The driver was cited for multiple violations and the vehicle was impounded.

**02/06 – 18-0954: Peace Officer Duties**

Officers responded to an address in the city to stand by while the complainant went to retrieve his vehicle from a friend that he lent it to. Officers stood by and the vehicle was returned to the owner without incident.

**02/06 – 18-0956: Fraud**

The reporting party came into the department to report that an unknown subject had purchased cell phones under her account. A report was taken and Officers were advised that the businesses fraud department will be heading the investigation.

**02/06 – 18-0961: Suspicious Circumstances**

Victim came into the Police Department to report that an unknown subject had filed for unemployment under her name. The victim was given a report number and she stated that the State of Michigan will be heading up the investigation.

**02/07 – 18-0986: Suspicious Circumstances**

Officers were dispatched to a residence on a report of a lost firearm. Officers arrived and spoke to the parents who stated they will search for the firearm when they get home. Parents arrived and located the firearm inside the home.

**02/08 – 18-1022: DWLS**

Officers observed a vehicle traveling with a headlight out. Officers conducted a traffic stop and discovered he was driving on a suspended license. The driver was cited and advised to call for a ride.

**02/08 – 18-1026: DWLS**

Officers observed a vehicle traveling with a headlight out. Officers conducted a traffic stop and discovered he was driving on a suspended license. The driver was issued a citation. The passenger who had a valid license was advised to drive.

**02/09 – 18-1047: Larceny from a Motor Vehicle**

The complainant came into the LVPD to report that his license plate was stolen. The plate was entered into LEIN and a report was taken.

**02/09 – 18-1048: Suspicious Circumstances**

Complainant came into the police department to report a email scam she was involved in. Officers advised her of fraud prevention techniques. The complainant contacted LifeLock who got in contact with the FBI and made a complaint.

**02/09 – 18-1050: Abandoned Vehicle**

Officers discovered a parked vehicle behind a business with improper plates. Officers attempted to contact the owner with negative results. The vehicle had been parked behind the business for several days. The vehicle was impounded as abandoned.

**02/10 – 18-1075: Assist Other Department**

Officers were contacted by Michigan State Police on a prior complaint. Michigan State Police advised us that they wanted Officers to go to a residence and confiscate a firearm. A search warrant was completed and executed. The firearm was recovered and placed into evidence.

**02/10 – 18-1079: Suspicious Circumstances**

Officers were contacted by the complainant in regards to a custody exchange. The complainant stated that a verbal argument occurred between her and her ex husband. Officers spoke to both parties involved. Statements were obtained and a report was generated. Both parties were advised.

**02/12 – 18-1129: Suspicious Circumstances**

Officers responded to a business on a possible malicious destruction of property call. Officers arrived and spoke to the complainant who stated he noticed pry marks on his bathroom door of the business. Officers took a report and documented the scratches on the door frame.

**02/13 – 18-1146: Family Trouble**

Officers responded to a residence on a family trouble. Officers discovered that a verbal argument occurred between a mother and son. Both parties were advised.

**02/13 – 18-1147: Family Trouble**

Officers were dispatched to a residence on an argument between family members. Officers arrived and spoke to all parties involved. It was determined that no physical assault occurred and the argument was all verbal. Officers calmed down the son and all parties were advised to leave each other alone for the night.

**02/13 – 18-1152: Suspicious Circumstances**

Reporting party came into the LVPD to report that she believed that a male had followed her to a business and took a picture of her. Officers checked the business for the subject with negative results. The complainant wrote out a statement and was given a report number. She was advised to contact police if she sees anything suspicious.

**02/15 – 18-1184: Suspicious Circumstances**

Complainant stated that she could not get in contact with her adult son all day. A report was taken and the mother was advised to search known areas for her son. The complainant was advised to contact police after 24 hours if she still cannot locate her son.

**02/15 – 18-1190: Suspicious Circumstances**

Officers responded to a residence on a possible larceny from home. Officers spoke with the home owner who stated that some appliances and tools were taken from the vacant home. Officers conducted an investigation and took a report. This investigation is still ongoing at this time.

**02/15 – 18-1201: Mental Health Call**

A resident came into the LVPD to have Officers execute a petition for commitment for his son to go to Common Ground Care Center. Officers went to the residence and transported the son to the Care Center without incident.

**02/15 – 18-1206: Family Trouble**

Officers responded to a residence on a family trouble. Through an investigation it was determined that the daughter and parents had a verbal argument and no crime was committed. All parties were calmed down and advised to stay away from each other for the night.

**02/16 – 18-1238:**

Officers observed a vehicle commit a traffic violation. Officers conducted a traffic stop and discovered he was driving on a suspended license. The driver was issued a citation and the vehicle was impounded.

**02/17 – 18-1261: Hospice Death**

Officers were dispatched to a residence on a Hospice Death. Officers arrived and examined the body. Officers determined no foul play was involved and that the subject had succumbed to medical health issues. The medical examiner released the body to the family.

**02/17 – 18-1285: Suspicious Circumstances**

Officers responded to a business on a suspicious incident. Officers met with the complainant who stated that he believes an elderly female had accidentally taken his car keys. The elderly female had left prior to Officers arrival. Officers were unable to identify the elderly female to make contact. The reporting party was given a report number.

**02/18 – 18-1301: Traffic Complaint**

Officers stopped a vehicle for a traffic violation. It was discovered that the driver was driving on a suspended license. The driver was issued citations and a friend of the driver arrived on scene to drive the vehicle home.

**02/18 – 18-1304: Sudden Death**

Officers were dispatched to a residence on a sudden death. Officers and the Fire Department arrived and observed a subject deceased. Through an investigation it was determined that the subject succumbed to natural causes due to medical health issues. The body was released to the family by the Oakland County Medical Examiner.

02/18 – 18-1308: Simple Assault

Officers responded to a residence on a possible assault that had just occurred. Through an investigation it was determined that the female half had assaulted the male half. The female was arrested. Due to the female being pregnant, the female was released pending the issuance of a warrant.

02/20 – 18-1340: Family Trouble

Officers responded to a family trouble at a home in the city. Officers spoke to the father and son who had a verbal argument. It was determined that no crime had occurred. Both parties were advised and the son left the residence.

02/21 – 18-1373: Lost Property

Reporting party came into the LVPD to report that he had lost his passport. The complainant stated he believes he left the passport at a business located in the city. The business was checked and employees stated they did not have it. A report was taken.

02/23 – 18-1466: Suspicious Circumstances

While on patrol, Officers observed an open door on a vacant residence. Through an investigation it was determined that no break in occurred. It was discovered that the new owners of the property had checked on the property and forgot to secure the front door. The owners were advised of the situation.

02/24 – 18-1499: Assist Other Agency

Officers initiated a traffic stop for a traffic violation. It was discovered that the driver was driving on a suspended license and had a felony warrant out of Southfield. The driver was arrested and turned over to Southfield PD. The vehicle was released to the passenger who had a valid driver's license.

02/24 – 18-1507: Sudden Death

Officers responded to an unresponsive female. Officers arrived and performed CPR on the female. The Fire Department arrived and took over the scene. It was discovered that the subject had passed away due to natural causes. The Oakland County Medical Examiner released the body to the family.

02/24 – 18-1526: Misdemeanor Arrest Warrant

Officers conducted a traffic stop for an equipment violation. While speaking to the driver, Officers smelled an odor of marijuana. The driver stated that there was marijuana use in the business he had just left. Officers further investigated the driver's statement and Officers checked the open business. Officers came in contact with a subject who was known to Officers. This subject had a valid warrant out for his arrest out of Wayne County. The subject was arrested and transported to Wayne County Jail without incident.

02/24 – 18-1527: Mental Health Call

Officers responded to a call of a runaway juvenile. Officers discovered the juvenile walking outside, near the home. The juvenile was returned to her parents.

02/24 – 18-1528: Ordinance Violation

Officers responded to reports of trash piling up behind a business. Officers observed trash bags piled behind the business complex with no dumpster in sight. Officers advised the city Ordinance Officer of the situation.

**02/25 – 18-1558: Traffic Complaint**

Officers initiated a traffic stop on a motorcycle for an equipment violation. It was discovered that the driver was driving on a suspended license and also had a warrant out for his arrest. The driver was arrested and transported to Berkley PD for the warrant. The driver was issued citations and the motorcycle was impounded.

**02/26 – 18-1606: Suspicious Circumstances**

Officers were notified by Southfield Police in regards to a possible school threat. Through an investigation in cooperation with Southfield Police, Officers were able to identify the subject who called the school. It was determined that no creditable threat was made. The parents of the juvenile were contacted and advised of the situation.

**02/26 – 18-1613: Suspicious Circumstances**

Complainant came into the station to report a problem with a recent property transaction. A report was taken and the complainant was advised that this is a civil matter and to contact the courts.

**02/26 – 18-1622: Hospice Death**

Officers responded to a residence on a Hospice Death. Through an investigation, it was determined that no foul play was involved and that the deceased had succumbed to a history of medical problems. The body was released to the family by the Oakland County Medical Examiner.

**02/27 – 18-1644: DWLS**

Officers responded to a report of a single car accident. Officers arrived and discovered the driver was driving on a suspended license. The driver was issued a citation and the vehicle was impounded.

**02/27 – 18-1646: Civil Matter**

Complainant came into the department to report a problem with a vehicle that he recently sold. The complainant stated that he sold the vehicle and allowed the new owner to borrow the license plate. The borrower never returned the plate. The plate was entered into LEIN and the complainant contacted the Secretary of State to resolve the issue.

**02/27 – 18-1661: Abandoned Vehicle**

Officers responded to a business on a suspicious vehicle. The complainant stated that the vehicle had been parked in the business lot for several weeks. The vehicle had no plate on it and was leaking fluid. Officers attempted to contact the owner with negative results. The vehicle was impounded as abandoned.

**02/28 – 18-1698: Suspicious Circumstances**

Complainant came into the LVPD to report that her DEA number was used fraudulently. A report was taken and the complainant was advised to contact the DEA to investigate the incident.

**02/28 – 18-1704: Telephone Used for Harassment**

The complainant came into the LVPD to report that she was receiving several unwanted telephone calls. Through an investigation, Officers identified the caller and advised him to stop contacting the reporting party. The complainant was advised to contact police if the calls continue.

At 7:03 p.m. the Regular meeting was called to order by Chair Piotrowski on Tuesday, February 27, 2018 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present: Mark Piotrowski, Chair  
Karen Miller, Vice Chair  
Keith Brown, Secretary (Arrived at 7:04)  
Bruce Kantor, City Council Liaison

Staff Present: Ken Marten, Interim DDA Director, Yvette Talley, City Clerk

Also Present: Acting City Attorney Leann Kimberlin, Jill Bahm and Matthew Wojciechowski of Giffels Webster

All present joined in the Pledge of Allegiance.

**PC-12-18**                      **APPROVAL OF AGENDA**

Motion by Commissioner Miller, seconded by Commissioner Copus to approve the agenda.

Motion carried.

**PC-13-18**                      **MINUTES OF REGULAR MEETING ON JANUARY 23, 2018**

Motion by Commissioner Miller, seconded by Commissioner Kantor to approve the minutes of the Special Meeting of January 23, 2018 with a correction.

Motion carried.

**PC-14-18**                      **AUDIENCE PARTICIPATION**

There was no audience participation.

**PC-15-18**                      **ACTION ITEMS**

None

**PC-16-18**                      **NEW BUSINESS**

a. CIP Subcommittee

Jill Bahm said she is still compiling information from staff and once everything is assembled, there will be a meeting to go through the ranking process of the projects that are proposed. At that time, a committee will be called together. Karen Miller and Bruce Copus are interested in being on this subcommittee.

b. Parking Mitigation Plan/Parking Standards

Jill Bahm gave an overview and answered specific questions of the Planning Commissioners. Updated section 4.16 of the Parking Standards Ordinance. Will bring this item back one more time for discussion and schedule a public hearing for April 2018.

Further discussed parking in the R-1 District. Will bring back next month a graphic that will illustrate the standards for the parking spaces, what would they look like, what material would be required, cost, who owns/maintains the spaces. The process will be outlined.

c. Garden City Movement Presentation

Jill Bahm presented a power point presentation of Lathrup Village being the only garden city in Oakland County. Garden cities are cities that are decentralized with a whole network of self-sufficient little satellite cities.

There is a new vision for the City: To be a destination, not a pass through, walkable community, improve curb appeal and preserve residential property.

**PC-17-18** **OLD BUSINESS**

None

**PC-18-18** **OTHER MATTERS FOR DISCUSSION**

None

**PC-19-18** **GENERAL COMMUNICATION & CORRESPONDENCE**

a. Planner's Update

None

b. Legal Update

None

c. Liaison Update

Bruce Kantor said discussion has taken place to increase the Planning Commission from 5 members to 7 members. Just in case a couple members can't make it, there will be a quorum. Update the zoning variance application and to update the shed height requirements.

Thursday, March 1, 2018 6:00 p.m. - 8:00 p.m. will be the meet/greet of the candidates for the City Administrator position. Friday, March 2, 2018 at 1:00 pm City Administrator interviews will begin.

Parks/Recreation applications are being looked over and interviews will be scheduled.

**PC-20-18      ADJOURNMENT**

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

Motion carried.

The meeting adjourned at 8:48 p.m.

Submitted by Yvette Talley

Recording Secretary

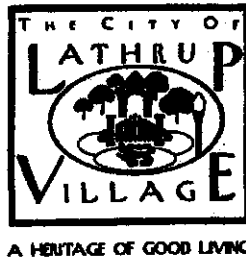
| Date   | Time      | Contact Type | Staff Contact | Customer \ Resident Name                                                           | Issue | Assigned To | Resolution                                       | Date Resident Contacted w Resolution | Issue Closed |
|--------|-----------|--------------|---------------|------------------------------------------------------------------------------------|-------|-------------|--------------------------------------------------|--------------------------------------|--------------|
| 6-Mar  | 9 a.m.    | office call  | Ken           | Marvin Tookes, 19 recycle collected but garbage not                                |       | Tringali    | Bob Zee/Tringali contacted; trash collected      |                                      | yes          |
| 6-Mar  | 9:20 a.m. | office call  | Ken           | Leonard Stallings, : garbage not collected                                         |       | Tringali    | Bob Zee/Tringali contacted; trash collected      |                                      | yes          |
| 7-Mar  | 8:30 a.m. | office call  | Ken           | Adele Anderson, 1 garbage not collected                                            |       | Tringali    | Bob Zee/Tringali contacted; trash collected      | 8-Mar                                | yes          |
| 11-Mar | unknown   | office VM    | Ken           | Chuck Batcheller, : dumpster overflowing behind 27236 Southfield                   |       | Pam         | Situation monitored; dumpster emptied            | 12-Mar                               | yes          |
| 12-Mar | 8:36 a.m. | email        | Ken           | Marilyn Boladian, : dumpster emptied during prohibited hours; grease trap serviced |       | Wright      | Wright contacted grease; Ken contacted trash hau | 15-Mar                               | yes          |
| 15-Mar | p.m.      | office VM    | Ken           | Colleen Batcheller, New curtains at 27236 Southfield look "residential"            |       | Wright      | pending; VM left with res.                       |                                      | no           |

| Date   | Time   | Contact Type    | Staff Contact | Customer \ Resident Name | Issue                         | Assigned To | Resolution            | Date Resident Contacted w Resolution | Issue Closed |
|--------|--------|-----------------|---------------|--------------------------|-------------------------------|-------------|-----------------------|--------------------------------------|--------------|
| 12-Feb | 8AM    | Cellular device | Dan           | Cynthia Johnson          | Snow Blocking Drive           | DPS         | Melted                | Didn't                               | Y            |
| 14-Feb | 9AM    | Cellular device | Dan           | Veronica Miller          | Overgrown trees on vacant lot | DPS         | Will be cut in spring | Didn't                               | N            |
| 20-Feb | 2PM    | Cellular device | Dan           | Didn't say               | Dangerous potholes            | DPS         | Filled                | Didn't                               | Y            |
| 22-Feb | 11AM   | Cellular device | Dan           | Didn't say               | Potholes                      | DPS         | Filled                | Didn't                               | Y            |
| 26-Feb | 3PM    | Cellular device | Dan           | Mrs. Ellis               | Pothole                       | DPS         | Filled                | Didn't                               | Y            |
| 1-Mar  | 1PM    | Cellular device | Dan           | Didn't say               | Pothole(Big Chunk)            | DPS         | Filled                | Didn't                               | Y            |
| 5-Mar  | 2:30PM | Cellular device | Dan           | John Tuohy               | Snapped Branch                | DPS         | Chipper               | Didn't                               | Y            |

| Date      | Time | Contact Type | Staff Contact | Customer \ Resident Name | Issue                            | Assigned To | Resolution                      | Date Resident Contacted w Resolution | Issue Closed |
|-----------|------|--------------|---------------|--------------------------|----------------------------------|-------------|---------------------------------|--------------------------------------|--------------|
| 15-Feb    |      |              |               |                          |                                  |             |                                 |                                      |              |
| 2/20/2018 |      | Water        | Arron         | Earline                  | Needed help finding a water leak | Sean        | Running Toilet/ Shower dripping | 15-Feb                               | Closed       |
| 20-Feb    |      | Water        | Arron         | Renee                    | High water usage                 | Arron       | Leaking faucet                  | 2/22/2018                            | Closed       |
| 2/26/2018 |      | Water        | Arron         | Clarice                  | High water usage                 | Arron       | Leaking outside faucet          | 2/22/2018                            | Closed       |
| 3/12/2018 |      | Water        | Arron         | Martha                   | High water usage                 | Sean        | Usage down found no leaks       | 2/28/2018                            | Closed       |
| 15-Mar    |      | Water        | Arron         |                          | High water usage                 | Tim         | Found no leaks                  | 3/12/2018                            | Closed       |
| 3/15/2018 |      | Water        | Arron         |                          | High water usage                 | Tim         | Found no leaks                  | 15-Mar                               | Closed       |
| 14-Mar    |      | Water        | Arron         |                          | High water usage                 | Sean        | Leak in upstairs toilet         | 3/15/2018                            | Closed       |
|           |      |              |               |                          |                                  | Tim         | Found no leaks                  | 3/14/2018                            | Closed       |

| DATE      | TIME    | STAFF CONTACT | CUSTOMER/ RESIDENT NAME | ISSUE                                                                                                                                               | ASSIGNED TO           | RESOLUTION                                                                          |
|-----------|---------|---------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|
| 1/30/2018 |         | Sue           | Mike Keenan             | 18841 Saratoga-Street not plowed                                                                                                                    | DPS                   | DPS will plow                                                                       |
| 2/5/2018  |         | Sue           | Ron Matthews            | Trash not picked up                                                                                                                                 | Tringali              | Called Tringali. They will pick up on 2/6 am                                        |
| 2/6/2018  |         | Sue           | Ron Matthews            | Trash sill not picked up                                                                                                                            | Tringali              | Called Bob directly @ Tringali. He assured me it will be picked up 2/6/18           |
| 2/26/2018 |         | Sue           | Mrs. Chernus            | Trash not picked up. Resident needs to put out by 7am<br>She puts out at 8am.<br>19348 Saratoga Blvd                                                | Tringali              | They will go by and pick up trash 2/26/18                                           |
| 2/27/2018 |         |               |                         |                                                                                                                                                     |                       |                                                                                     |
| 3/2/2018  | 8:00 AM | Sue           | Dale Mitchell           | Large chunks of sod mixed with dirt and ice plowed against the end of her driveway. Cannot clear<br>27394 Morningside Plaza                         | David<br>DPS          | Returned call to homewoner<br>Per Tim DPS will not plow out driveways.              |
| 3/2/2018  | 8am     | Sue           | Pamela Wallinfgort      | Large ice chunks covering end of driveway.<br>18825 Rainbow Dr.                                                                                     | David<br>DPS          | DPS will check. Returned call to h.o.<br>Already cleared by h.o. and neighbors      |
| 3/2/2018  | 9:25am  | Sue           | Anhmarie Duda           | Rackam & San Quentin 27745 Rackam Dr.<br>Just wants DPS to be aware. 1/2 of driveway covered with dirt.                                             | Tim<br>DPS            | Allerted DPS<br>Per Tim-DPS will not plow out driveways                             |
| 3/2/2018  | 9:30am  | Sue           | Juanita Bowman          | 18971 Eldorado Place-wants snow removed from end of driveway.<br>Informed resident per Tim they will not remove.<br>She is very upset. 248-943-4851 | DPS                   | No resolution found. She wants it removed and DPS will not comply with request..... |
| 3/2/2018  | 9:50am  | Sue           | Tina Davis              | 18731 Delores-tree fell on walkway and she is in process of having it removed. 248-420-7839                                                         | Alerted<br>Jim Wright | DPS will remove                                                                     |





**Action Request: 9a**

**COUNCIL COMMUNICATION:**

TO: Mayor Garrett and City Council Members  
FROM: Pamela Bratschi, Interim City Administrator  
DATE: March 19, 2018

**RE: Employment Agreement for City Administrator**

I have attached a copy of the agreement drafted by Dr. Sheryl Mitchell, Scott Baker, Mayor Garrett and Mayor Pro Tem Kantor.

**Suggested Motion:**

**To Approve Employment Agreement with Dr. Sheryl Mitchell for Services as City Administrator.**

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,

**City of Lathrup Village**  
**Employment Agreement**

**Dr. Sheryl L. Mitchell, City Administrator**

**Introduction**

This Agreement, made and entered into March 9, 2018, by and between the City of Lathrup Village, Michigan, a municipal corporation, (hereinafter called "Employer") and Dr. Sheryl L. Mitchell, (hereinafter called "Employee") an individual who has the education, training and experience in local government management and who, as a member of International City/County Management Association and the Michigan Local Government Management Association, is subject to the ICMA Code of Ethics, both of whom agree as follows:

**Section 1: Term**

A. This agreement shall remain in full force in effect from April 2, 2018 until terminated by the Employer or Employee as provided in Section 9, 10 or 11 of this agreement.

**Section 2: Duties and Authority**

Employer agrees to employ Dr. Sheryl L. Miller as City Administrator to perform the functions and duties specified in Section 3.8 of the Lathrup Village City Charter and to perform other legally permissible and proper duties and functions.

**Section 3: Compensation**

- A. Base Salary: Employer agrees to pay Employee an annual base salary of One Hundred Five Thousand Dollars (\$105,000.00) payable in installments at the same time that the other management employees of the Employer are paid.
- B. This agreement shall be automatically amended to reflect any salary adjustments that are provided by the Employer's compensation policies.
- C. Consideration shall be given on an annual basis to increase compensation dependent upon the results of performance evaluations conducted under the provisions of Section 12 of this Agreement. Increased compensation can be in the form of a salary increase and/or a bonus. There shall be an interim performance evaluations conducted on or before 90, 180 and 270 days from the effective date of this agreement. All annual performance evaluations shall be conducted on or before July 1<sup>st</sup> of each year.

**Section 4: Health, Disability and Life Insurance Benefits**

- A. The Employer agrees to provide and to pay the premiums for health, hospitalization, surgical, vision, dental and comprehensive medical insurance for the Employee and his/her dependents equal to that which is provided to all other employees of the City of Lathrup Village or, in the event no such plan exists, to provide coverage for the Employee and dependents.
- B. The Employer agrees to put into force and to make required premium payments for short term and long term disability coverage for the Employee.
- C. The Employee may elect to submit once per calendar year to a complete physical examination, including a cardio-vascular examination, by a qualified physician selected by the Employee, the cost of which shall be paid by the Employer.
- D. The Employer shall pay the amount of premium due for term life insurance in the

amount of Employee's annual base salary, including all increases in the base salary during the life of this agreement. The Employee shall name the beneficiary of the life insurance policy.

#### **Section 5: Vacation and Sick Leave**

- A. The employee shall be granted the hourly equivalent of thirty (30) days of vacation leave on an annual basis and accrue vacation, sick and personal leave per the Lathrup Village Personnel Policy Manual.
- B. The Employee shall have access to a bank of up 180 sick days to be used in the case of serious medical conditions. This leave can only be used to provide coverage during the waiting period between the onset of illness or disability and the point at which short or long term disability coverage takes effect and may be renewed after each occurrence.
- C. The Employee is entitled to accrue five (5) days a year, and in the event the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all accrued vacation time, all paid holidays, executive leave, and other benefits to date pursuant to the Lathrup Village Personnel Policy Manual.

#### **Section 6: Automobile**

- A. The Employer agrees to pay to the Employee, during the term of this Agreement and in addition to other salary and benefits herein provided, the sum of \$350, payable monthly, as a vehicle allowance to be used to purchase, lease, or own, operate and maintain a vehicle. The monthly allowance may be increased annually after review by the Employer.
- B. The Employer shall reimburse the Employee at the IRS standard mileage rate for any business use of the vehicle beyond a 50 miles area from City Hall.

#### **Section 7: Retirement**

- A. The Employer agrees to continue the Employees participation in (MERS) retirement system and to make appropriate contributions on the Employee's behalf, for both the Employer and Employee share required.
- B. In addition to the Employer's payment to the state or local retirement system referenced above, Employer agrees to execute all necessary agreements provided by ICMA Retirement Corporation [ICMA-RC] or other Section 457 deferred compensation plan for Employee's continued participation in said supplementary retirement plan and, in addition to the base salary paid by the Employer to Employee, Employer agrees to pay an amount equal to 4% of Employee's base salary under Federal and state law into the designated plan on the Employee's behalf, in equal proportionate amount each pay period. The parties shall fully disclose to each other the financial impact of any amendment to the terms of Employee's retirement benefit.

#### **Section 8: General Business Expenses**

- A. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer.
- B. Employer agrees to budget for and to pay for travel and subsistence expenses of

Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, the state league of municipalities, and such other national, regional, state, and local governmental groups and committees in which Employee serves as a member.

- C. Employer also agrees to budget for and to pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for the Employee's professional development and for the good of the Employer.
- D. Employer recognizes that certain expenses of a non-personal but job related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. The finance director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.
- E. The Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable the Employee to become an active member in local civic clubs or organizations.
- F. The Employer shall provide Employee with a computer, software, fax/modem, cell phone required for the Employee to perform the job and to maintain communication.

#### **Section 9: Termination**

**For the purpose of this agreement, termination shall occur when:**

- A. The majority (three of five councilpersons) of the governing body votes to terminate the Employee at a duly authorized public meeting.
- B. If the Employer, citizens or legislature acts to amend any provisions of the Lathrup Village Charter pertaining to the role, powers, duties, authority, responsibilities of the Employee's position that substantially changes the form of government, the Employee shall have the right to declare that such amendments constitute termination.
- C. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this agreement and will be regarded as a termination.
- D. If the Employee resigns following an offer to accept resignation, whether formal or informal, by the Employer as representative of the majority of the governing body that the Employee resign, then the Employee may declare a termination as of the date of the suggestion.
- E. Breach of contract declared by either party with a 30 day cure period for either Employee or Employer. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 20.
- F. Conviction of criminal act relating to employment with the City of Lathrup Village.
- G. Conviction of a felony

#### **Section 10: Severance**

- A. Severance shall be paid to the Employee when employment is terminated as defined in

#### Section 9.

- B. If the Employee is terminated, the Employer shall provide a severance payment equal to 30 Days salary at the current rate of pay from the date of notice of termination. This severance shall be paid in a lump sum, upon the last day of employment, unless otherwise agreed to by the Employer and the Employee.
- C. The Employee shall also be compensated for all accrued sick leave, vacation time, all paid holidays, and executive leave. The Employer agrees to make a contribution to the Employee's deferred compensation account on the value of this compensation calculated using the rate ordinarily contributed on regular compensation.
- D. If the Employee is terminated because of a conviction of a felony or a criminal act relating to employment within the City of Lathrup Village, then the Employer is not obligated to pay severance under this section.

#### **Section 11: Resignation**

In the event that the Employee voluntarily resigns his/her position with the Employer, the Employee shall provide a minimum of thirty (30) days notice unless the parties agree otherwise. Following the notice of resignation the Employee will continue to render his services and shall be paid his regular compensation unless the parties mutually agree otherwise.

#### **Section 12: Performance Evaluation**

- A. The performance evaluations shall occur as required in Section 3C. The Employer shall review the performance of the Employee subject to a process form criteria and format for the evaluation which shall be mutually agreed upon by the Employer and Employee.
- B. The process at a minimum shall include the opportunity for both parties to:
  - a. Prepare a written evaluation
  - b. Meet and discuss the evaluation
  - c. Present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting.

#### **Section 13: Hours of Work**

It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, and to that end Employee shall be allowed to establish an appropriate work schedule.

#### **Section 14: Outside Activities**

The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with nor a conflict of interest with his or her responsibilities under this Agreement.

#### **Section 15: Residency**

The Employer and Employee agree that the Employee does not have to establish residency in the City of Lathrup Village at any point during employment.

#### **Section 17: Indemnification**

Employer shall defend, save harmless and indemnify Employee against any claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the scope of Employment as City Administrator. Employer reserves the right to withhold said indemnification in the event said alleged act or omission is an illegal act or an illegal omission. Employer reserves the right to forward any such claim to its insurance company.

#### **Section 18: Bonding**

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

#### **Section 19: Other Terms and Conditions of Employment**

The Employer, only upon agreement with Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Lathrup Village Charter or any other law.

#### **Section 20: Notices**

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

A. EMPLOYER: Mayor and City Clerk  
27400 Southfield Road  
Lathrup Village, MI 48076

B. EMPLOYEE: Sheryl.mitchell2020@gmail.com

C. Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

#### **Section 21: General Provisions**

- A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this agreement during the life of the agreement. Such amendments shall be incorporated and made a part of this agreement.
- B. Binding Effect. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. Effective Date. This Agreement shall become effective on April 2, 2018.
- D. Severability. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full

force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

City of Lathrup Village:

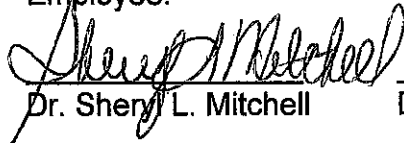
  
Mykale Garrett  
Mayor

3-9-18  
Date

  
Yvette Talley  
City Clerk

3-9-2018  
Date

Employee:

  
Dr. Sheryl L. Mitchell

3-9-2018  
Date



Action Request: 9b

**COUNCIL COMMUNICATION:**

TO: Mayor Garrett and City Council Members  
FROM: Pamela Bratschi, Interim City Administrator  
DATE: September 28, 2015

**RE: MOTION TO APPROVE A RESOLUTION EXPANDING MEMBERSHIP OF THE PLANNING COMMISSION**

As discussed at our last Study Session the attached is a Resolution to expand the membership of the City's Planning Commission from 5 to 7 members.

**Suggested Motion:**

To Adopt a Resolution Expanding membership of the Planning Commission from 5 to 7 members.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,

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

**RESOLUTION NO. \_\_\_\_-18**

**RESOLUTION EXPANDING  
MEMBERSHIP OF THE PLANNING COMMISSION**

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the "City"), held on the 19<sup>th</sup> day of March, 2018.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, the City of Lathrup Village Council Ordinance 51-17 allows the City Council by a resolution to establish the Planning Commission at five members or seven members.

WHEREAS, the City Council has discussed the options for the membership and has determined that at this time it is in the best interest of the City to have the Planning Commission membership expanded to seven members.

NOW, THEREFORE, BE IT RESOLVED that in accordance with City of Lathrup Village Code of Ordinances Section 57-17 that the membership of the City of Lathrup Village Planning Commission is expanded to seven members. Six members shall be qualified electors of the City and who shall represent, insofar as possible, different professions or occupations and one member of the City Council.

YEAS: \_\_\_\_\_

\_\_\_\_\_  
NAYS:

\_\_\_\_\_  
ABSENT:

\_\_\_\_\_  
ABSTAIN:

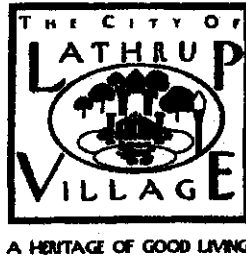
STATE OF MICHIGAN)

)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 19th day of March, 2018, 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



Action Request: 9c

**COUNCIL COMMUNICATION:**

TO: Mayor Garrett and City Council Members  
FROM: Pamela Bratschi, Interim City Administrator  
DATE: March 19, 2018

**RE: INTERGOVERNMENTAL AGREEMENT FOR LOCKUP SERVICES BETWEEN CITY OF BERKLEY AND LATHRUP VILLAGE**

Attached is an agreement for Lockup Services between the City of Berkley and the City of Lathrup Village.

The Lathrup Police Department has been taking detainees to the Oakland County Sherriff Department in Pontic and having an agreement with Berkley will save our Department man hours by not having to transport them to Oakland County. Police Chief Scott Mckee will be on hand to answer any questions.

**Suggested Motion:**

**To Approve an Intergovernmental Agreement for Lockup Services between City of Berkley and City of Lathrup Village.**

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,

**INTERGOVERNMENTAL AGREEMENT FOR LOCKUP SERVICES  
BETWEEN  
CITY OF BERKLEY  
AND  
CITY OF LATHRUP VILLAGE**

This Agreement ("Agreement") is entered into as of the date of the last signature below and is between the City of Berkley ("Berkley"), whose address is 3338 Coolidge Highway, Berkley, Michigan, 48072, and the City of Lathrup Village ("Lathrup Village"), whose address is 27400 Southfield Road, Lathrup Village, Michigan, 48076, for the purpose of having Berkley provide Lockup Services to Lathrup Village.

**RECITALS:**

- A. Berkley and Lathrup Village have each separately provided Lockup Services for the detainees of their respective police departments.
- B. Lathrup Village has concluded that it would be more cost effective to contract for Lockup Services with Berkley than to continue to separately provide Lockup Services for the detainees of its police departments.
- C. Berkley agrees to provide such Lockup Services under the terms and conditions of this Agreement.
- D. This Agreement is consistent with the charters of Berkley and Lathrup Village, and is authorized under the Urban Cooperation Act of 1967, MCL 124.501 *et seq.*, and MCL 124.531 *et seq.*

**IT IS THEREFORE AGREED:**

- 1. Definitions. For the purposes of this Agreement, the terms listed below shall be defined as follows:
  - a. "Berkley," "Berkley City Council," and "Berkley City Manager" shall mean the City of Berkley, its City Council, and its City Manager, respectively.
  - b. "Lockup Services" shall mean the detention of persons awaiting processing, booking, court appearances, or transportation to a jail, for a period not to exceed seventy-two (72) hours in accordance with MCL 791.262(1)(e) and such other services as described in subparagraph 3.a.
  - c. "Municipality" shall mean either the City of Berkley or the City of Lathrup Village, and when plural it shall mean both Berkley and Lathrup Village.
  - d. "Lathrup Village," "Lathrup Village City Council," and "Lathrup Village City Administrator" shall mean Lathrup Village, its Council, and its City Administrator, respectively.

2. Provision of Services. Berkley hereby agrees to provide the Lockup Services for Lathrup Village under the terms and conditions of this Agreement.
3. Level of Services. The Municipalities agree that the Lockup Services shall be provided to Lathrup Village as follows:
  - a. Lockup Services. Lockup Services shall include, but not be limited to:
    - i. Detention of persons awaiting processing, booking, court appearances, or transportation to a jail, for a period not to exceed seventy-two (72) hours;
    - ii. Providing meals to detainees in the lockup in accordance with Berkley Department of Public Safety Rules and Regulations;
    - iii. Providing conditions of detention in accordance with Berkley Department of Public Safety Rules and Regulations;
    - iv. Testifying in Court, at depositions, or any required administrative hearing;
    - v. Upon request, the provision of equipment and personnel necessary for video arraignment;
    - vi. Taking and processing bonds from detained persons; and
    - vii. Providing other Lockup Services as agreed to by the Municipalities.
  - b. Acceptance and Searches of Detainees. In order for a subject arrested by Lathrup Village to be admitted to Berkley lockup, he or she first must be accepted by Berkley. When Lathrup Village desires to have a subject detained at Berkley's lockup, Lathrup Village officer(s) shall turn over to Berkley officer-in-charge (or his/her designee) all booking intake forms and other information as requested by Berkley officer-in-charge (or his/her designee). Berkley officer-in-charge (or his/her designee) shall base his/her decision to accept or reject the subject on the same criteria as any other Berkley arrest and in accordance with Berkley Department of Public Safety Rules and Regulations. Lathrup Village police officer(s) transporting the subject shall conduct a thorough search of the subject in accordance with Berkley Department of Public Safety Rules and Regulations prior to turning the subject over to Berkley. Berkley may conduct its own search of the subject prior to accepting the subject for lockup. If not refused, the subject is accepted. No personal property of the subject, except clothing the subject is wearing and his/her prescription medication(s), if any, shall not be left in the custody of Berkley for any reason.
  - c. Processing of Detainees. Lathrup Village officer(s) transporting a subject to Berkley for lockup shall process the subject consistent with Berkley Department of Public Safety Rules and Regulations. When available, Berkley personnel may provide assistance with prisoner processing.

- i. When a Village prisoner is to be released (i.e. turned over to another agency, transported to county jail, or taken to another facility, etc.), a Lathrup Village officer shall respond and take responsibility for all prisoner property not transferred with the prisoner.
- ii. Berkley agrees that should an emergency arise in Lathrup Village during prisoner processing, Berkley will take reasonable steps to provide personnel to assist Lathrup Village officer(s) with the processing of its detainee(s) so that Lathrup Village officer(s) may respond to Lathrup Village emergency.
- d. Refusal of Subjects. Berkley reserves the right to refuse admittance to its lockup of any prisoner who is deemed unacceptable for housing in Berkley lockup for any reason in the opinion of Berkley officer-in-charge (or his/her designee), including but not limited to refusal of admittance to any subject suffering from mental illness or from a medical condition that threatens the security or the efficient operation of Berkley's lockup.
- e. Medical Services. Lathrup Village agrees to pay for all costs and fees associated with the provision of medical care, transportation and treatment by Berkley emergency services personnel, any ambulance service, or any medical personnel or entity, to any detainee accepted by Berkley for Lockup Services under this Agreement for the full duration of detention. If, after acceptance of a subject for lockup in Berkley, the detainee requires medical care and/or treatment, Lathrup Village shall provide officers to guard the prisoner during the course of the detainee's medical care. To the fullest extent permitted by law, and to the extent of the cost of medical care provided to a detainee, Lathrup Village hereby agrees to indemnify and hold harmless Berkley for any and all claims, demands, lawsuits, or causes of action brought by any person, corporation, or government unit against Berkley, its agents, elected or appointed officials, and employees arising from or in connection with the medical care and treatment of detainees housed in Berkley's lockup pursuant to this Agreement.
- f. Transportation. Lathrup Village shall be responsible for transporting its detainees from Berkley's lockup to court, county jail, or other agencies or facilities as required.
- g. Blood Draws for OWI Arrests. Lathrup Village prisoners arrested for OWI or similar charges, and requiring a blood draw, shall be subject to Berkley Department of Public Safety Rules and Regulations for this process. Lathrup Village agrees to pay for all services related to blood draws for detainees housed in Berkley lockup under this Agreement.
- h. Bond. Lathrup Village agrees to process bond for all Lathrup Village detainees housed in Berkley lockup under this Agreement. Persons wishing to post bond for Lathrup Village prisoners shall be directed to contact Lathrup Village and

make arrangements for Lathrup Village officers to process the bond. Proof of bond shall be presented prior to the release of a Lathrup Village prisoner.

- i. Use of Technology. When practical, and so as not to interfere with the security or the efficient operation of Berkley's lockup, Lathrup Village shall be allowed to utilize available technology located at Berkley lockup for video arraignments or other court appearances of its detainees under this Agreement.

4. Administrative and Financial Responsibility. Berkley's provision of Lockup Services to Lathrup Village shall be administered by Berkley as follows:

- a. Control of Lockup Services. The Lockup Services performed by Berkley shall be under the exclusive jurisdiction and control of Berkley's Director of Public Safety. All Village personnel transporting subjects for lockup in Berkley shall adhere to Berkley's Department of Public Safety Rules and Regulations concerning lockup.
- b. Lathrup Village Input. If Lathrup Village Police Chief objects to a Rule or Regulation utilized in the provision of Lockup Services to Berkley, the Lathrup Village Police Chief or his designee shall submit Lathrup Village's objection in writing to the Berkley Director of Public Safety. The Berkley Director of Public Safety or his designee shall respond to same in writing within 72 hours, providing such facts and opinions which support his determination of the issue. In the event that the matter is not resolved to Lathrup Village's satisfaction, the Berkley City Manager and the Lathrup Village City Administrator shall meet to review the matter.

Lathrup Village is not responsible for the customs, policies, or practices of Berkley as related to the operation of the jail facility or the provision of Lockup Services. Lathrup Village is not responsible for the hiring, supervision, or training of jail personnel. Lathrup Village is not responsible for the jail building, its operation, or its design.

- c. Fee for Services. In consideration for Berkley's provision of Lockup Services as described herein, Lathrup Village shall pay Berkley in accordance with the following:
  - i. Operations. In consideration of the Lockup Services provided by Berkley, Lathrup Village agrees to pay to Berkley a fee of One Hundred Dollars (\$100) for each occasion a prisoner is processed and lodged, or lodged for appearance in court. A fee will not be charged for Lathrup Village prisoners who are processed in the Berkley lockup without being lodged.
  - ii. Improvements to Village Equipment. Lathrup Village shall be responsible for additional equipment needed for its officers, vehicles, and police station for the efficient provision of the Lockup Services pursuant to this Agreement.

- iii. Payment Terms. The fees owed under this Agreement shall be payable in quarterly installments, made on or before the first day of the quarter, beginning on July 1, 2018. Interest at the rate of 1% per month shall be paid by Lathrup Village to Berkley for any amounts not received by Berkley by the payment due date. Berkley shall submit quarterly invoices to Lathrup Village in accordance with Berkley policy.
  - d. Personnel. The Municipalities agree that no personnel are required to be transferred from Lathrup Village to Berkley to provide the Lockup Services called for in this Agreement.
  - e. Lockup Documents. The Municipalities shall exchange copies of all reports, correspondences, and other documents which each community produces regarding the lockup facility as requested. The recipient of these documents shall treat them in the same manner the provider treats them. Documents which are confidential shall be marked as such and shall be treated in accordance with the provider's instructions.
5. Equity and Assets. All equity in assets and equipment of Berkley's lockup facility shall remain the property of Berkley. Payment for services provided pursuant to this Agreement shall not entitle Lathrup Village to any interest of any kind in such assets or equipment; provided, however, that any assets or equipment purchased by Lathrup Village shall be returned to Lathrup Village in the event of termination of this Agreement.
6. Term of Agreement. This Agreement shall be for an Initial Term of two (2) years, beginning on the 1<sup>st</sup> day of May, 2018 and ending on the 30<sup>th</sup> day of April, 2020. If this Agreement is not terminated as provided below, it shall automatically renew annually for a Renewal Term of one (1) year, subject to the terms and conditions below. The Renewal Terms possible under this Section are not limited.
7. Insurance Coverage. Lathrup Village shall obtain and maintain in force during the term of this Agreement insurance coverage for general liability, motor vehicle liability, and worker's compensation in amounts it determines to be appropriate, with Berkley being named as an additional insured on all liability policies and entitled to copies of Certificates of Insurance confirming the required insurance during the entire term of this Agreement. Lathrup Village shall add Berkley as an additional insured for these liabilities. Berkley shall add Lathrup Village as an additional insured under its policy for the services provided under this Agreement. Lathrup Village agrees to pay all costs associated with adding Lathrup Village as an additional insured under Berkley's policy, if any.
8. Liability and Indemnification. To the fullest extent permitted by law, Lathrup Village agrees to hold Berkley harmless from any and all claims, suits, demands, judgments, or causes of action made against Berkley, its elected or appointed officials, employees, agents, or volunteers for the actions of Lathrup Village's elected or appointed officials, employees, agents, or volunteers arising from or in connection with the performance of

this Agreement. To the fullest extent permitted by law, Berkley agrees to hold Lathrup Village harmless from any and all claims, suits, demands, judgments, or causes of action made against Berkley, its elected or appointed officials, employees, agents, or volunteers, for the actions of Berkley's elected or appointed officials, employees, agents, or volunteers arising from or in connection with performance of this Agreement. Except as provided herein, neither Municipality shall have any right under any legal principle to be indemnified by the other Municipality or any of its employees or agents in connection with any claim.

9. Governmental Immunity and Authority Unaffected. Nothing in this Agreement is intended, nor shall it operate, to diminish, delegate, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, capacity, immunity or character of office including, but not limited to, governmental immunity on behalf of either Municipality or any of its agents.

10. Termination.

- a. This Agreement may be terminated at any time for any reason, and with or without cause, by the written agreement of Berkley and Lathrup Village, approved by the concurrent resolutions of Berkley City Council and Lathrup Village City Council. Said agreement shall provide a period of at least 90 days before the termination becomes effective and Lockup Services are discontinued.
- b. This Agreement may be terminated by Berkley if Lathrup Village fails to pay an amount owing under this Agreement, including applicable late charges and interest, within 60 days of when the payment was due. Such termination by Berkley shall be by written notice to Lathrup Village that contains a clearly stated effective date of the termination that is at least 30 days after the date of the notice. If all amounts owing, including past due installments, late charges, interest, and any new installments coming due during that time are not paid, the termination shall be effective, relieving Berkley from any obligation to provide any further Lockup Services. Before Berkley gives notice of termination under this provision, it shall first notify Lathrup Village of its failure to timely pay the amount owed and allow a reasonable opportunity for Lathrup Village to pay such amount.
- c. In addition to a termination under subsections (a) and (b), either Municipality may terminate this Agreement for any reason, and with or without cause, by written notice to the other Municipality. During the Initial Term, one (1) year written notice shall be required before termination. During any Renewal Term, six (6) months' written notice shall be required before termination.

11. No Third Party Beneficiaries. The sole and exclusive purpose of this Agreement is to provide Lockup Services for Lathrup Village. This Agreement is not intended to, and does not, create any special or other duty, obligation, promise, benefit or right to services

not herein described in favor or for the benefit of any person, entity, or organization that is not a party to this Agreement.

12. Independent Contractor. Berkley shall provide the Lockup Services to Lathrup Village as an independent contractor, with Berkley being responsible for all workers' compensation and other insurance, income tax, social security, and other withholding, and all other compensation or benefits for Berkley employees involved in providing the Lockup Services. At no time shall any Berkley employee involved in providing services be considered or claimed to be an employee or agent of Lathrup Village, and Lathrup Village shall not be deemed or allowed to control, supervise, or direct Berkley employees involved in providing Lockup Services.
13. Assignments. Berkley's obligations under this Agreement may not be assigned except with the approval of Lathrup Village.
14. Notices. Notices shall be to Berkley City Manager and Lathrup Village City Administrator of the respective Municipalities at the addresses on Page 1.
15. Amendments. Amendments of this Agreement shall be in writing, approved by concurrent resolutions of Berkley City Council and Lathrup Village City Council, and be signed by authorized representatives of the Municipalities.
16. Severability. If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force and effect.
17. Applicable Law. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole, according to its fair meaning, and not construed strictly for or against any Municipality. As used in this Agreement, the singular or plural number, possessive or non-possessive, shall be deemed to include the other whenever the context so suggests or requires.
18. No Waiver. Absent an express written waiver, the failure of a Municipality to pursue any right granted under this Agreement shall not be deemed a waiver of that right regarding any existing or subsequent breach or default under this Agreement. No failure or delay on the part of a Municipality in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
19. Compliance with Laws. Each Municipality shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.

20. Entire Agreement. This Agreement contains the entire Agreement of the Municipalities with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements and understandings with respect thereto.
21. Filing. As provided in MCL 124.510, this Agreement and any amendments of it shall be filed with the Oakland County Clerk and Michigan Secretary of State before taking effect.

IN WITNESS WHEREOF, and pursuant to the concurrent resolutions adopted by City of Berkley City Council and City of Lathrup Village City Council, approving and authorizing the signing of this Agreement, the undersigned officials have signed this Agreement on the dates indicated next to their signatures.

CITY OF BERKLEY

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

CITY OF LATHRUP VILLAGE

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_