



# CITY COUNCIL

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

## BUDGET STUDY SESSION AGENDA

**MONDAY, APRIL 6, 2020**

**REMOTE MEETING – ZOOM**

**<https://zoom.us/j/5460883579>**

6:00 p.m. Study Session

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### AGENDA ITEMS

1. **Call to Order** by Mayor Garrett
2. **Discussion Items:**
  - A. Discussion – Budget Study Sessions & Special Meeting on May 4th
  - B. Discussion – Fiscal Year 2019/2020 Budget
  - C. Discussion – Sidewalk Maintenance Program
  - D. Discussion – Road Projects / Transfer from Major to Local Roads
  - E. Discussion - 2019/2020 City Administrator Goals & Evaluation
  - F. Discussion – Misc. Budget Items
3. **Mayor and Council Comments**
4. **Public Comments**
5. **Adjourn**

## **NOTICE OF ELECTRONIC PUBLIC MEETING**

In accordance with Gov. Whitmer's Executive Order 2020-15, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup City Council will be meeting electronically on **Monday, April 6, 2020 at 6:00pm**, using Zoom for videoconference and public access. This meeting is a special meeting. One purpose of the special meeting includes seeking authorization of the City Council to conduct future regular and special Council meetings as electronic public meetings.

The electronic public meeting will be held as a Zoom electronic conference. The public can participate via the Zoom application, internet and/or telephone. The public will be able to listen to all discussion by Council members and will be permitted to speak for up to 3 minutes during the public comment section of the agenda.

Please note that callers/viewers will automatically be muted. Public comments can be submitted via the Chat Room or during Public Comment, when viewers are unmuted on an individual basis. Comments may also be emailed in by 12noon of the date of the meeting to: [cityclerk@lathrupvillage.org](mailto:cityclerk@lathrupvillage.org),

**Topic: Lathrup Village City Council Budget Session 04-06-2020**  
**Time: Apr 6, 2020 06:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**  
**<https://zoom.us/j/5460883579>**

**Meeting ID: 546 088 3579**

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**Meeting ID: 546 088 3579**

**Find your local number: <https://zoom.us/j/5460883579>**



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

City of Lathrup Village  
 27400 Southfield Road | Lathrup Village, MI 48076  
 smitchell@lathrupvillage.org  
 Office: 248.557.2600 x 225 | Cell: 248.520.0620

**MEMO**

**FR:** Sheryl L. Mitchell, City Administrator  
**TO:** Mayor and Council Members  
**DA:** April 6, 2020  
**RE:** **FISCAL YEAR 2020/21 BUDGET - STUDY SESSIONS**

<b>DATE &amp; TIME</b>	<b>MEETING</b>	<b>PROPOSED ACTION</b>
April 6, 2020 at 6:00 pm	Study Session	Discuss Expenditures
April 20, 2020 at 5:30 pm	Study Session & Council Mtg	Discuss Revenues and Set Budget Hearing Dates
May 4, 2020 at 6:00 pm	<b>NEW: SPECIAL MEETING</b>	CIP & Budget Changes
May 18, 2020 at 6:00 pm	Study Session	
May 18, 2020 at 7:00 pm	Council Meeting	Adoption of FY 20/21 Budget Adoption of CIP
June 1, 2020 at 6:00 pm	Study Session	
June 15, 2020 at 5:30pm	Study Session & Council Mtg	FY 19/20 Amendments



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**FR:** Sheryl L. Mitchell, City Administrator  
**TO:** Mayor and Council Members  
**DA:** April 6, 2020  
**RE:** **FISCAL YEAR 2020/21 BUDGET - STUDY SESSION**

Without question, we are experiencing some extenuating circumstances in light of the COVID-19 outbreak, which is impacting government and business operations, and especially our everyday lives. Many elements under consideration for the budget are in a state of uncertainty. We have taken a very conservative approach in providing projections. This document provides the initial proposal of EXPENDITURES for Fiscal Year 2020/21. The proposed SUMMARY OF REVENUES will be presented at the next Study Session.:

**CITY OF LATHRUP VILLAGE**  
**SUMMARY OF EXPENDITURES BY FUND AND SOURCE**  
**FY 2020-21**

DEPARTMENT	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
GOVERNMENT SERVICES	528,898	509,738	504,151	321,225	531,129	21,391
ADMINISTRATION	599,348	711,060	704,046	420,759	657,409	(53,651)
BUILDING AND GROUNDS	126,770	124,428	124,428	75,489	128,428	4,000
POLICE DEPARTMENT	1,938,865	2,174,996	2,189,896	1,383,105	2,246,044	71,048
DPS- LEAF & REFUSE COLLECTION	464,560	525,249	525,249	312,417	554,249	29,000
RECREATION	63,139	100,713	102,213	60,520	100,813	100
CONTINGENCIES & CAPITAL FUND	239,520	306,762	306,762	306,762	306,762	0
<b>Total - General Fund</b>	<b>3,961,100</b>	<b>4,452,946</b>	<b>4,456,745</b>	<b>2,880,277</b>	<b>4,524,833</b>	<b>71,887</b>

**GOVERNMENT SERVICES:**

**STAFFING**

- The current year salaries reflected instituting the MML Salary Study recommendations and adding a component for successful performance evaluations and step increases for administrative staff. The FY 2019/20 budget reflected a 3% increase, with 2% being based on performance evaluation and 1% as a cost of living adjustment.
- For FY 2020/21 – the salary grades were projecting a total increase of 4%. However, with the uncertainty of revenues, it is being recommended that there be only a 3% increase overall.
- Creation of the Sergeant Position and 1 Full-time Officer Position in the Police Department. This was delayed from the FY 2019/20 budget.
- Also, negotiating with the police unions for the trial of a 12-hour shift.

**GENERAL FUND – GOVERNMENT SERVICES**

- No significant changes
- **NOTE:** Vehicle Expense is highlighted as this reflects City Administrator Vehicle Reimbursement and Fuel Allowance

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>GENERAL FUND GOVERNMENT SERVICES</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Unfunded Pension Liability		-	-	-	-	-
Unemployment Insurance	101	50	50	2	50	0
Workers Compensation Insurance	9,489	8,500	8,500	-	8,500	0
Office Supplies	5,550	6,000	6,000	3,748	6,000	0
Tax Tribunal Appeal Refunds	-	2,087	10,000	2,087	2,000	(87)
Memberships and Meetings	8,553	7,000	7,000	5,354	7,000	0
Building Inspection Contract	125,149	97,100	97,100	66,931	97,100	0
Code Enforcement	2,000	2,000	2,000	60	2,000	0
Cable TV Productions	35,916	35,000	35,000	23,656	35,000	0
Citizen Communication/ PR	9,816	10,000	15,000	10,037	15,000	5,000
Auditing Services	25,559	19,621	19,621	19,621	27,540	7,919
Telephone Billings	18,835	20,000	18,000	11,749	20,000	0
Vehicle Expense	7,382	7,500	7,500	4,695	7,500	0
City Appreciation Functions	-	1,000	-	198	1,000	0
Training	5,956	7,000	7,000	2,484	6,000	(1,000)
City Planning/Consulting Fees	3,759	6,000	6,000	4,181	6,000	0
City Beautification Projects	1,735	2,000	2,000	-	2,000	0
C.D.B.G. Funded Projects	12,303	4,000	4,000	1,250	4,000	0
Printing/Publishing Costs	15,531	15,000	15,000	6,097	12,000	(3,000)
Postage Meter	2,586	4,000	3,500	1,032	4,000	0
Liability Insurance Premiums	24,256	29,880	29,880	29,880	30,000	120
Miscellaneous	-	-	-	-	-	0
Government Operations	36,485	45,000	35,000	28,981	35,000	(10,000)
Technology	28,051	30,000	30,000	15,578	30,000	0
Library Contract Payments	119,938	120,000	120,000	59,969	145,439	25,439
Community Center Payments	29,949	31,000	26,000	23,634	28,000	(3,000)
Repayment to Water-Unfunded Pension	-	-	-	-	-	0
19600 Forest	-	-	-	-	-	0
27907 California NE Drive	-	-	-	-	-	-
Cash Short/Over	-	-	-	-	-	-
<b>Total - Government Services</b>	<b>528,898</b>	<b>509,738</b>	<b>504,151</b>	<b>321,225</b>	<b>531,129</b>	<b>21,391</b>

0

**GENERAL FUND – ADMINISTRATION**

- Part-time Code Enforcement position is reflected in the budget.
- Projected reduction in Fringe Benefits of \$63,826
- **NOTE:** An Assistant to the City Administrator is not currently reflected in the budget
- Elections is increased due to additional elections for this year

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>GENERAL FUND ADMINISTRATION</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Salaries & Wages - Permanent	311,012	369,486	369,486	226,760	379,621	10,135
Salaries & Wages - Part Time	2,355	31,664	25,000	-	31,664	-
Fringe Benefits	169,232	182,000	182,000	117,771	118,174	(63,826)
Code Enforcement - Legal Services	12,025	20,000	20,000	7,410	12,000	(8,000)
Elections	14,217	12,000	12,000	6,690	20,000	8,000
Legal Services	55,952	60,000	60,000	28,320	60,000	-
Board of Review	573	560	560	-	600	40
County Equalization Services	33,984	35,350	35,000	33,808	35,350	0
<b>Total - Administration</b>	<b>599,348</b>	<b>711,060</b>	<b>704,046</b>	<b>420,759</b>	<b>657,409</b>	<b>(53,651)</b>

**GENERAL FUND – BUILDING & GROUNDS**

- Parking Lots & Grounds is increase \$4,000 for contracting with City of Southfield for the required sweeping of the City Hall and DPW parking lots under the MS4 Permit.

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>GENERAL FUND BUILDING &amp; GROUNDS</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Salaries & Wages - Permanent	-	-	-	-	-	-
Salaries & Wages - Temporary	28,731	31,000	31,000	19,726	31,000	0
Fringe Benefits	-	-	-	-	-	-
Workers Compensation Insurance	-	-	-	-	-	-
Building Utilities Billings	43,451	45,000	45,000	30,644	45,000	-
Building Maintenance	42,629	28,000	28,000	14,315	28,000	0
Building Authority Lease Payments	-	-	-	-	-	-
Equipment Maintenance & Repairs	182	2,500	2,500	38	2,500	-
Parking Lots & Grounds	3,849	10,000	10,000	8,196	14,000	4,000
Vehicle Maintenance Expense	-	-	-	-	-	-
Building - Grants	7,928	7,928	7,928	2,569	7,928	-
<b>Total - Building &amp; Grounds</b>	<b>126,770</b>	<b>124,428</b>	<b>124,428</b>	<b>75,489</b>	<b>128,428</b>	<b>4,000</b>

GENERAL FUND – PUBLIC SAFETY

- **NOTE:** Training Program – have not finalized the estimated costs for police training

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

GENERAL FUND PUBLIC SAFETY	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Salaries & Wages - Permanent	596,730	750,641	750,641	469,827	786,403	35,762
Salaries & Wages - O.T.	60,843	60,000	60,000	33,682	60,000	-
Part Time Employees	109,704	65,000	80,000	71,553	50,000	(15,000)
Fringe Benefits	357,756	435,101	435,101	264,893	489,326	54,225
Unemployment Insurance	197	250	150	4	100	(150)
Police Uniforms & Cleaning	13,897	15,000	15,000	7,856	15,000	0
Workers Compensation Insurance	15,500	15,500	15,500	-	15,800	300
Office Supplies	4,855	5,000	5,000	1,868	5,000	-
Office Machines	3,619	3,000	3,000	1,843	3,000	-
Publications/Document Reducing	690	1,000	1,000	120	1,000	-
Code Enforcement/Training & Supplies	-	-	-	-	-	-
Road Supplies	1,291	2,000	2,000	33	2,000	0
Evidence Supplies	1,122	1,500	1,500	647	1,500	0
Police Reserve Force	725	1,000	1,000	150	1,000	-
Training Programs	14,189	14,000	14,000	6,363	14,000	0
Firearms Training	6,528	4,500	4,500	3,923	4,500	0
Fire Services/Dispatch Payments	656,409	691,824	691,824	451,774	689,623	(2,201)
Telephone Billings	8,896	10,000	10,000	4,652	8,000	(2,000)
Radio Communications Agreements	11,171	16,200	16,200	5,563	16,200	-
Vehicle Maintenance Expense	38,199	40,000	40,000	24,314	40,000	-
Liability Insurance Premiums	24,000	24,480	24,480	24,480	25,092	612
Memberships & Meetings	3,200	3,500	3,500	2,845	3,500	0
Michigan Job Training Programs	-	2,000	2,000	1,450	2,000	-
Crime Prevention Programs	1,492	3,000	3,000	716	3,000	-
Animal Control	982	1,500	1,500	-	1,000	(500)
Prisoner Lockup	5,871	8,000	8,000	4,500	8,000	-
State of Michigan LEIN Use	-	-	-	-	-	-
Youth & Drug Prevention Programs	999	1,000	1,000	51	1,000	-
Unfunded Pension Liability	-	-	-	-	-	-
Motorcycle Lease	-	-	-	-	-	-
Police Forfeitures	-	-	-	-	-	0
<b>Total - Public Safety</b>	<b>1,938,865</b>	<b>2,174,996</b>	<b>2,189,896</b>	<b>1,383,105</b>	<b>2,246,044</b>	<b>71,048</b>

GENERAL FUND – PUBLIC SERVICES

- **NOTE:** Council has requested to implement a Sidewalk Maintenance Program with Year 1 being for the business corridors. In past programs, property owners were requested to hire their own contractors for the repairs or given the option to have the sidewalks repaired by the City’s contractor. The repayment plans could be spread over 4 years. This requires the City to pay for the Sidewalk Program up front.
- In 2006, the cost for 11 Mile, 12 Mile, and Southfield Road was \$20,600. This is a placeholder for the FY 2020/21 budget.

LATHRUP SERVICES

- Contractual – FY 2019/20: Lathrup Services contract reflected a 4% increase (\$13,075) and the addition of a staff person (\$56,000).
- **NOTE:** A cost of living is not currently reflected in this budget. The current total is \$395,911.15. A 3% increase is \$11,877.33.
- The contract is divided between
  - General Fund-Public Services-Contracted Services (31.32%)
  - Local Roads (16.17%)
  - Major Roads (16.17%)
  - Water Fund (18.17%)
  - Sewer Fund (18.17%).

CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21

GENERAL FUND PUBLIC SERVICES	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Fringe Benefits (MERS)	5,332	4,250	4,250	3,908	4,250	(0)
DPS Utilities For Reimbursement	19,155	21,000	21,000	10,899	21,000	-
Equipment Maintenance	5,335	3,000	3,000	2,602	3,000	-
Park Maintenance	494	5,000	5,000	-	5,000	-
Sidewalk Maintenance Program	114	2,500	2,500	-	20,000	17,500
Vehicle Expense	-	-	-	-	-	-
<b>Subtotal - Public Services</b>	<b>30,431</b>	<b>35,750</b>	<b>35,750</b>	<b>17,409</b>	<b>53,250</b>	<b>17,500</b>
CONTRACTUAL SERVICES	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Miscellaneous		-			-	-
<b>Subtotal- Contractual Services</b>	<b>102,369</b>	<b>123,999</b>	<b>123,999</b>	<b>82,666</b>	<b>123,999</b>	<b>0</b>
LEAF COLLECTION	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Refuse Equipment & Roll-Off Expense	5,172	5,000	5,000	3,481	5,000	-
<b>Subtotal - Leaf Collection</b>	<b>5,172</b>	<b>5,000</b>	<b>5,000</b>	<b>3,481</b>	<b>5,000</b>	<b>-</b>
REFUSE COLLECTION & DISPOSAL	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
SOCRRA Refuse Collection Contract	326,589	360,500	360,500	208,861	372,000	11,500
<b>Subtotal - Refuse Collection &amp; Disposal</b>	<b>326,589</b>	<b>360,500</b>	<b>360,500</b>	<b>208,861</b>	<b>372,000</b>	<b>11,500</b>
<b>Total - Public Services</b>	<b>464,560</b>	<b>525,249</b>	<b>525,249</b>	<b>312,417</b>	<b>554,249</b>	<b>29,000</b>
ELIGIBLE FOR REFUSE MILLAGE	331,761	365,500	365,500	212,342	377,000	11,500
FUNDED THROUGH GENERAL FUND	132,799	159,749	159,749	100,075	177,249	17,500



RECREATION

- The timetable for rescheduling holding events in the Community Room and group programming is undetermined at the present time.
- The FY 2020/21 Capital Improvement Plan is not yet finalized, so it has not been determined if some items will be included as Capital Improvements:
  - Park Investment Package \$18,000
    - Signage, removal of dead trees, pocket wildflower areas, butterfly/pollinator gardens at several parks
  - Community Vegetable Garden in Municipal Park \$8,000
  - Dog Park Pre-Planning \$5,000
  - Splash Pad Study and Funding \$5,000
  - Goldengate Park Update Study & Planning \$5,000

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

GENERAL FUND RECREATION	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Salaries & Wages	20,577	32,250	32,250	21,408	32,250	-
Fringe Benefits	5,796	8,213	8,213	6,156	7,763	(450)
Workers Compensation Insurance	500	1,000	1,000	-	800	(200)
Office Supplies	229	250	250	75	500	250
Bus Transportation Services	-	3,000	3,000	1,420	3,000	-
Other Recreation Programs	7,069	20,000	20,000	3,282	20,000	-
Special Programs/Sporting Events	574	-	-	-	-	-
Senior Activities	5	500	500	100	1,000	500
Children/Youth Activities	-	-	-	-	-	-
Community Events	21,280	25,000	27,000	23,578	25,000	-
Community Center Expense	-	-	-	-	-	-
Fitness Center	-	500	-	-	500	-
Recreation Center	-	-	-	-	-	-
Childrens Garden	-	-	-	-	-	-
Grant Funded Programs	-	-	-	-	-	-
Concerts in the Park	7,108	10,000	10,000	4,500	10,000	-
<b>Total - Recreation</b>	<b>63,139</b>	<b>100,713</b>	<b>102,213</b>	<b>60,520</b>	<b>100,813</b>	<b>100</b>

**MAJOR STREETS**

- FY 2018/19, \$90,000 was budgeted in Major & Local Roads for the purchase of a dump truck for DPS. For FY 19/20 \$80,000 is budgeted to outfit the truck. There is not a large purchase for FY 2020/21, so the Capital Expenditures reflects a \$40,000 reduction.
- **NOTE:** Will need to determine what, if any, funds from Major Street Fund will be transferred to the Local Street Fund. There is a need to set aside funding for the upcoming reconstruction of the next sections of 11 Mile Road.

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>MAJOR STREET FUND MAJOR STREETS</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Salaries & Wages - Permanent						-
Salaries & Wages - Administration	5,452	5,460	5,460	3,640	5,624	164
Salaries & Wages - Temporary	-	-			-	-
Fringe Benefits	1,209	6,540	6,540	879	6,722	182
Workers Compensation Insurance	-	-			-	-
Office Supplies	-	-			-	-
Public Service Building						-
Auditing Services	5,253	5,360	5,360	5,360	5,521	161
Roadside Parks	-	-			-	-
Transfer to Local Streets	67,056	173,694	173,694	173,694	-	(173,694)
Administration & Engineering	2,074	5,000	5,000	1,639	5,000	-
Road Construction	-	-	-		-	-
Road Maintenance	3,739	5,000	5,000	1,017	5,000	-
Roadside Maintenance	5,747	5,000	5,000	2,980	5,000	-
Equipment Rental	-	5,000	5,000	-	5,000	-
Traffic Controls	20,134	25,000	25,000	10,899	25,000	-
Snow & Ice Removal	6,263	5,500	5,500	2,680	5,500	-
Non-Motor Facilities	-	-	-		-	-
Forestry	18,982	30,000	30,000	20,296	30,000	-
Capital Expenditure	44,396	40,000	37,638	37,638	-	(40,000)
<b>Subtotal - Major Streets</b>	<b>180,304</b>	<b>311,554</b>	<b>309,192</b>	<b>260,721</b>	<b>98,366</b>	<b>(213,188)</b>
<b>CONTRACTUAL SERVICES</b>	<b>ACTUAL FY 17-18</b>	<b>BUDGETED FY18-19</b>	<b>ESTIMATED FY 18-19</b>	<b>ACTUAL 2/28/2019</b>	<b>PROJECTED FY 19-20</b>	<b>INCREASE (DECREASE)</b>
Contractual Services	52,849	52,853	52,853	42,679	64,019	11,166
Public Service Building		-			-	-
Roadside Maintenance		-			-	-
<b>Subtotal- Contractual Services</b>	<b>52,849</b>	<b>64,019</b>	<b>52,853</b>	<b>42,679</b>	<b>64,019</b>	<b>11,166</b>
<b>Total - Major Streets</b>	<b>233,153</b>	<b>375,573</b>	<b>362,045</b>	<b>303,401</b>	<b>162,385</b>	<b>(202,022)</b>

LOCAL STREETS

- FY 2020/21 – Road Maintenance is budgeted at \$250,000 for the reconstruction of Santa Barbara (from San Jose to LaCrosse). The original budget was \$180,000. This is being increased to reflect increased bid costs and the amount of work required.
- FY 2018/19, \$90,000 was budgeted in Major & Local Roads for the purchase of a dump truck for DPS. For FY 19/20 \$80,000 is budgeted to outfit the truck. There is not a large purchase for FY 2020/21, so the Capital Expenditures reflects a \$40,000 reduction.

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

LOCAL STREET FUND LOCAL STREETS	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Salaries & Wages - Permanent	-					0
Salaries & Wages - Administration	5,452	5,460	5,452	3,640	5,624	164
Salaries & Wages - Temporary		-			-	0
Fringe Benefits	1,209	6,540	3,000	879	6,722	182
Workers Compensation Insurance	-	-			-	0
Office Supplies	-	-			-	0
Public Service Building	-	1,000	1,000	-	1,000	0
Auditing Services	3,121	3,185	3,185	3,185	3,381	196
Administration & Engineering	-	-	-	-	-	0
Road Construction	-	-			-	0
Road Maintenance	370,757	318,737	318,737	88,989	250,000	(68,737)
Roadside Maintenance	1,029	2,922	2,922	2,922		(2,922)
Equipment Rental	-	2,000	2,000	-	2,000	0
Traffic Controls	-	4,000	4,000	-	4,000	0
Snow & Ice Removal	6,263	5,000	5,000	2,680	5,000	0
Non-Motor Facilities	-	2,000	2,000	-	2,000	0
Capital Expenditure	44,396	40,000	37,638	37,638	-	(40,000)
Forestry	18,982	30,000	30,000	20,296	30,000	0
<b>Subtotal - Local Streets</b>	<b>451,209</b>	<b>420,844</b>	<b>414,934</b>	<b>160,229</b>	<b>309,726</b>	<b>(111,118)</b>
CONTRACTUAL SERVICES	ACTUAL FY18-19	BUDGETED FY19-20	ESTIMATED FY 19-20	ACTUAL 2/28/2020	PROJECTED FY 20-21	INCREASE (DECREASE)
Contractual Services	52,850	64,019	64,019	42,679	64,019	(0)
Roadside Maintenance		-			-	0
						0
<b>Subtotal- Contractual Services</b>	<b>52,850</b>	<b>64,019</b>	<b>64,019</b>	<b>42,679</b>	<b>64,019</b>	<b>(0)</b>
<b>Total - Local Streets</b>	<b>504,059</b>	<b>484,863</b>	<b>478,953</b>	<b>202,908</b>	<b>373,745</b>	<b>(111,118)</b>

**WATER FUND**

- **NOTE:** Water Rates have not yet been calculated
- **NOTE:** Increase in Water Purchase Rates in not yet reflected
- Water System Maintenance is increased \$20,000 to address assessment and initial replacements of Lead and Copper water lines.
- Water Main Capital Improvement Program is \$387,000 for the Santa Barbara Water Main Project (from LaCrosse to Roseland and Roseland to Bloomfield to 12 Mile, starting in July 2020).

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>WATER FUND WATER</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Salaries & Wages - Permanent	20,933	19,018	19,018	12,678	19,588	570
Fringe Benefits	92,973	100,000	100,000	66,221	46,546	(53,454)
Workers Compensation	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-
Water System Maintenance	98,294	80,000	80,000	32,103	100,000	20,000
Water Billing Expense	10,044	10,000	10,000	8,694	10,000	-
Auditing Services	4,881	4,980	4,980	4,980	5,129	149
Liability Insurance Premiums	6,989	7,130	7,130	7,130	7,803	673
Water Purchase	392,185	397,900	397,900	227,235	397,900	0
Rent & Utilities	4,917	4,917	4,917	4,917	4,917	-
System Depreciation	291,108	-	-	-	-	-
Capital Expense	-	5,000	-	-	5,000	-
Equipment Replacement	544	10,000	10,000	258	10,000	-
Miscellaneous/Meetings/Training	-	3,100	3,100	1,339	3,100	-
Transfer Out To Capital Acquis	-	-	-	-	-	-
Water Main Project	32,482	1,000,000	1,000,000	749,475	387,000	(613,000)
Pension Expense	(2,097)	2,000	2,000	-	2,000	-
OPEB Expense	-	8,000	8,000	-	8,000	-
<b>Subtotal- Water</b>	<b>953,252</b>	<b>1,652,045</b>	<b>1,647,045</b>	<b>1,115,031</b>	<b>1,006,983</b>	<b>(645,062)</b>
<b>CONTRACTUAL SERVICES</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
<b>Subtotal- Contractual Services</b>	<b>60,155</b>	<b>71,937</b>	<b>71,937</b>	<b>47,958</b>	<b>71,937</b>	<b>0</b>
<b>Total - Water</b>	<b>1,013,407</b>	<b>1,723,982</b>	<b>1,718,982</b>	<b>1,162,989</b>	<b>1,078,920</b>	<b>(645,062)</b>

SEWER FUND

- Sewer System Maintenance** is increased \$11,000 for the Rummell Relief Drain Project. This segment is beneath the 13 Mile Road Project scheduled for Summer 2020 construction. The maintenance will extend the useful life of the pipe 20 years, matching the improved roadway life. OCWRC is looking to perform this maintenance prior to, or concurrent with, the road closure. The current estimate is the maintenance will cost \$100,000. Spread at the apportionment, it will be assessed by the Drainage Board to the entities as follows:

Rummell Relief Drain		
Estimated Summer 2020 Maintenance - \$100,000		
Community	Apportionment (%)	Assessment
Lathrup Village	10.5002	\$10,500.20
Beverly Hills	15.7423	\$15,742.30
Southfield Township	1.1119	\$1,111.90
RCOC	2.9877	\$2,987.70
City of Southfield	69.6579	\$69,657.90

- Sewer System Maintenance** also includes:
  - \$100,000 to clean and televise approximately 25,000 lft of sewers located north of I-696, which have not been recently assessed.
  - \$20,000 to comply with the design/modeling/reporting requirements under the EGLE Administrative Consent Order (ACO).
- Capital Expenditure** of \$160,000 is for the Evergreen Farmington Sewer Disposal District's Long-Term Corrective Action Project. Total project cost is \$80 million. Lathrup Village's share of the project cost is 3.06%, which equates to an estimated payment of \$2,448,000. The Oakland County Water Resource Commission is planning to finance the project over 20 years using bonds. The assumption is an interest rate of 2.5%. The annual payment for Lathrup Village is \$160,000.

**CITY OF LATHRUP VILLAGE  
SUMMARY OF PROPOSED EXPENDITURES  
FY 2020-21**

<b>SEWER FUND SEWER</b>	<b>ACTUAL FY18-19</b>	<b>BUDGETED FY19-20</b>	<b>ESTIMATED FY 19-20</b>	<b>ACTUAL 2/28/2020</b>	<b>PROJECTED FY 20-21</b>	<b>INCREASE (DECREASE)</b>
Salaries & Wages - Permanent	22,573	19,018	19,018	12,678	19,588	570
<b>Subtotal- Contractual Services</b>	<b>59,386</b>	<b>71,937</b>	<b>71,937</b>	<b>47,958</b>	<b>71,937</b>	<b>0</b>
Fringe Benefits	25,517	24,635	24,635	18,787	25,342	707
Sewer System Maintenance	9,227	150,000	150,000	65,079	290,000	140,000
Auditing Services	4,881	4,980	4,980	4,980	5,129	149
Liability Insurance Premiums	7,500	7,650	7,650	7,650	7,803	153
Sewage Disposal Service	946,087	981,442	981,442	490,721	981,442	0
Rent	-	500	-	-	500	-
Capital Expenditure	2,990	142,000	142,000	-	160,000	18,000
Industrial Surcharge	16,882	34,600	25,000	8,021	34,600	-
Miscellaneous	-	1,200	1,200	-	1,200	-
OPEB Expense	330,619	-	-	-	-	-
Pension Expense	-	-	-	-	-	-
<b>Subtotal- Sewer</b>	<b>1,425,662</b>	<b>1,437,962</b>	<b>1,427,862</b>	<b>655,874</b>	<b>1,597,542</b>	<b>159,580</b>
<b>RETENTION TANK</b>						
Electric	11,872	18,707	18,707	7,880	18,707	-
Water	826	5,000	5,000	1,160	5,000	-
Natural Gas	217	300	300	174	300	-
Telephone	3,220	2,500	2,500	1,372	2,000	(500)
Fuel for Generator	-	500	500	-	500	-
Supplies & Tools	-	1,400	1,400	-	1,400	-
Building & Equipment	10,063	15,000	15,000	9,913	15,000	0
Environmental Compliance - Non Cap	18,299	20,000	20,000	7,098	20,000	0
Bond Expense - Interest	36,316	40,179	34,001	34,001	40,179	-
Bond Expense- Paying Agent Fees	750	750	750	750	750	-
Excess Liability Insurance	8,700	8,800	8,800	8,800	8,900	100
<b>Subtotal- Retention Tank</b>	<b>90,264</b>	<b>113,136</b>	<b>106,958</b>	<b>71,148</b>	<b>112,736</b>	<b>(400)</b>
<b>Total - Sewer</b>	<b>1,515,926</b>	<b>1,551,098</b>	<b>1,534,820</b>	<b>727,022</b>	<b>1,710,278</b>	<b>159,180</b>

**CAPITAL IMPROVEMENTS**

- Capital Improvements Plan is scheduled to be considered by the Planning Commission on April 21, 2020.
- **NOTE:** Council is being requested to have the May 4, 2020 meeting be a SPECIAL MEETING to adopt the CIP and any other changes for inclusion in the Budget Adoption on May 18, 2020.