

A HERITAGE OF GOOD LIVING

RESIDENT HANDBOOK

July 2019 Edition

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CITY OF LATHRUP VILLAGE



Mykale "Kelly" Garrett
Mayor



Bruce Kantor
Mayor Pro Tem



Ian Ferguson
Council Member



Saleem Siddiqi
Council Member



Donna Stallings
Council Member

Executive Leadership Team



Dr. Sheryl L. Mitchell
City Administrator



Pamela Bratschi
Assistant City Administrator/Treasurer



Scott McKee
Chief of Police



Yvette Talley
City Clerk

Administrative Staff

Michael Zang, Sergeant/Detective Bureau

Susan Stec – Manager, Community & Economic Development, DDA Director

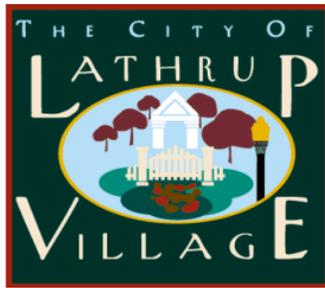
Christopher Clough – Coordinator, Parks & Recreation

Arron Carlton - Deputy Treasurer

Kelda London, Government Operations/Building Clerk

Susan Schultz - Administrative Assistant

Theresa Knoll, Police Clerk



A HERITAGE OF GOOD LIVING

Dear New Resident:

On behalf of the elected officials, staff and residents of our community, I wish to extend to you and your family a cordial and warm welcome as a new member of the City of Lathrup Village. We are all very proud of the quaint suburban atmosphere that typifies our community and we sincerely hope that you will enjoy living here.

Lathrup Village is a small, yet robust community with beautiful homes, friendly neighbors, and tree-lined streets, where families, entrepreneurs, and businesses can plant roots and prosper. Residents enjoy walkable neighborhoods, beautiful park spaces, and historic homes, which make us a unique, upscale community with a character and vibrancy all its own.

The City of Lathrup Village is primarily residential and known for being extremely welcoming and accepting of everyone. Lathrup Village has a large population of musicians, artist, very creative people, and small business owners. Popular community events include: Summer Concerts, Summer Stroll, Children's Garden Programs, and we offer exercise and dance classes in City Hall.

This packet of information has been prepared to acquaint you with various facets of living in Lathrup Village. Contained within these pages you will find a history of our community, governmental organization and the services that we provide, a directory of our municipal staff, list of community groups and much more. This packet is a complete guide to all services provided by the City. Please keep this handy, as it will provide a reference and answers to most of your questions.

With this short note, I want to express the appreciation of all of us to you for selecting the City of Lathrup Village as your home.

Best Regards,

Mykale "Kelly" Garrett
Mayor

27400 Southfield Road, Lathrup Village, MI. 48076 Phone (248) 557-2600 Fax (248) 557-2602

www.lathrupvillage.org

HISTORY OF LATHRUP VILLAGE

The City of Lathrup Village combines a historic past with a dynamic present. Gracious homes and planned city growth have provided an ideal environment for convenient, small city living within a larger metropolitan area. Within this setting you will find shaded streets, pleasant lawns, trees, gardens and several parks. One would expect this to be a tradition in a city with our unique atmosphere. The signs of this are everywhere; older homes with an ever-fresh, well-trimmed look complemented by areas of charming newer and new homes. Our close proximity to a developed highway system provides easy access to the entire metropolitan area, and the many amenities available. All of this has made residential Lathrup Village a pleasant place to live and the area a sound investment in real values.

Lathrup Village is a living monument to Louise Lathrup Kelley who conceived and carried out the City's unique development. In 1923, she acquired 1,000 acres in Southfield Township, which covers our present area of 1½ square miles, bounded on the north and south by 12 and 10½ Mile Roads and running east and west from about ¼ mile east of Southfield Road to Evergreen Road on the west. The area was known as Lathrup Townsite where a controlled building plan was followed restricting the subdivisions to all brick houses of high quality. A beautiful development began to emerge in strict accordance with her ideas, which she carried out throughout her life. The unique street system has been considered a model for a planned residential community. Mrs. Kelley has been considered very progressive in her development of the City by requiring the use of brick, stone or masonry for all homes. She also required attached garages that were considered very unique for their time. Mrs. Kelley was a practical business woman and lived to see her dream of a beautiful city of well-built homes become a reality, thus honoring her heritage and establishing a tradition.

Since incorporation as a city in 1953, the City Council and all of its officials have carried on her goodwill, we all so much enjoy today. How can a city be a village, or a village a city? There have been many answers to this question, but the most accepted one seems to be that the citizens wanted to keep Lathrup a village-type community when they decided to become independent and incorporate as a city. Also, to avoid mailing confusion with "Lathrop, Michigan" the City was incorporated as "City of Lathrup Village."

GOVERNMENTAL STRUCTURE

You are served by five at-large members of the City Council elected to either a two- or four-year term of office depending on the total number of votes received in each election. The Mayor is elected by the City Council and serves in that capacity for the length of their term. The official business of the city is conducted through regularly scheduled City Council meetings, which are public, and residents are welcome to attend. A listing of these meetings can be found at our municipal building and/or the City's cable channel 17. In addition, the City broadcasts its Council meetings on our cable channel. Watch our station for a listing of times.

The City of Lathrup Village was created by a vote of the electors in 1953. The form of government chosen is commonly referred to as the council/ administrator form of government. Under this structure, a City Council appoints a City Administrator to provide leadership for the efficient day-to-day administration of the city government, and to carry out the policies of the City Council.

YOUR CITY HALL
27400 Southfield Road,
Lathrup Village, MI. 48076
Open 8:00am to 4:30pm Monday through Friday



Our Municipal Building, located at 27400 Southfield Road, was completed in 1973, and serves as the hub of civic and cultural activities of our City. The building houses all departments except for the Public Services Department which is located at 19101 W. 12 Mile Road. On the main level of our Municipal Building you will find the Administrative Offices, Police Department and the Lathrup Village Community Room. City Council Chambers are on the second floor assessable via stairs and elevator.

COMMUNICATIONS

The City continues to strive to improve our methods of communication with you. Our website, www.lathrupvillage.org, and Facebook page, both of which provides valuable information for our residents. The City also has a monthly **electronic newsletter**; to sign-up, contact City Hall. For those without computer access, there are also printed copies of **Your Town,** the official city newsletter; that is mailed to each household and lets you know what’s going on in the City. The cable station is **LVTV** where we provide information on a continuing basis provided through Comcast, AT&T, and WOW! cable providers. On the cable station and **YouTube Channel** (“cityoflathrupvillage”), you will find important information as well as City Council meetings for those residents who are unable to attend so that they may keep up with the latest information regarding the city.

The City’s general phone number is (248) 557-2600. When you first call in you will hear an opening welcome message and then be allowed to enter the extension number of the department or employee you wish to speak with. Below is a list of specific extension numbers so that you can by-pass the automated attendant and go directly to the department or individual you wish to speak with immediately. Page 13 of your packet also includes a full employee directory with all contact information.

Department Description	Staff Name	Ext	Email
Deputy Treasurer/Utility Billing	Arron Carlton	221	water@lathrupvillage.org
Administrative Assistant/Finance Dept.	Susan Schultz	222	assistant@lathrupvillage.org
Economic Development Coordinator/DDA	Susie Stec	223	sstec@lathrupvillage.org
Recreation Department	Christopher Clough	224	recreation@lathrupvillage.org
City Administrator	Dr. Sheryl Mitchell	225	smitchell@lathrupvillage.org
City Clerk	Yvette Talley	226	cityclerk@lathrupvillage.org
City Treasurer	Pamela Bratschi	227	treasurer@lathrupvillage.org
Police Department Clerk	Theresa Knoll	229	policeclerk@lathrupvillage.org
Lathrup Village Television (LVTV)	Jim Nelson	234	LVtv@lathrupvillage.org
Government Operations/Building Clerk	Kelda London	237	building@lathrupvillage.org

SERVING OUR RESIDENTS

The City provides a multitude of services for its citizens through a number of departments. The following is a brief description of the various departments and the services that are provided. This will assist you in determining where you would direct your efforts when contacting our offices.

CITY CLERK'S OFFICE

(248) 557-2600 Ext 226

cityclerk@lathrupvillage.org

The City Clerk's office certifies and records ordinances, resolutions and actions of the City and keeps them on file for the public record. The City Clerk, Yvette Talley is also the clerk of the City Council and attends all regular meetings of the council, keeping permanent record of all its proceedings. The Clerk is also the custodian of all papers, documents, records, the City seal and conducts all Municipal, County, State, Federal and School elections. Services provided through this office are as follows:

ELECTIONS: All regular elections are held in November to coincide with State and Federal Elections. Qualified electors who are 18 years of age may register to vote at the Clerk's office, Secretary of State office or complete the voter registration form at the following websites: www.lathrupvillage.org or www.michigan.gov. Elections are held in the Community Room of the Municipal Building. Your registration card will have your precinct number on it. School elections are also held in the Municipal Building at the same precinct. If you are considering running for City Council, nominating petitions for elected office may be picked up at the office of the City Clerk. Petitions must be signed by no less than 25 registered voters, submitted no later than 4:00 p.m. on the 15th Tuesday before the general November election.

CITY COUNCIL MEETINGS: Held on the 1st and 3rd Mondays at 7:00 p.m. of each month located on the 2nd floor of the Municipal Building.

PLANNING COMMISSION MEETINGS: Held on the 3rd Tuesday of each month located on the 2nd floor of the Municipal Building.

SOLICITATION PERMIT: Solicitors/ Peddlers must complete an application that is located in the City Clerk's office or website: www.lathrupvillage.org.

FREEDOM OF INFORMATION ACT (FOIA) – The application can be found on the website www.lathrupvillage.org or you can pick up a form at the Municipal Building, 27400 Southfield Rd., Lathrup Village from 8:00 a.m.-4:30 p.m.

Oakland County Community & Home Improvement Division

Make needed repairs to your home, maintain or increase the value of your home, improve your home's energy and decrease utility bills. For an application you may contact the City Clerk or call Oakland County Home Improvement Department at (248) 858-5401 or visit www.AdvantageOakland.com.

CODE ENFORCEMENT

"Maintaining the beauty and value of our neighborhoods"

Lathrup Village attracts people who appreciate the value of beautiful neighborhoods, and together as a cooperative team the City and its residents take responsibility for carrying out this tradition. The following information will assist you in understanding many of the basic codes that apply to daily living in the City of Lathrup Village. The City Code Enforcement office is in City Hall. Becoming acquainted with codes will avoid a possible visit, or violation notice from the Code Enforcement Officers. If you have any questions relative to codes, or wish to file a complaint about a potential Code Violation, please call Kelda London at (248) 557-2600 ext. 237 or email building@lathrupvillage.org.

Animal Control: Pets must be kept in your own yard or on a leash when taking them for walks. Be sure to be courteous of others and clean up after your pet. Barking dogs are annoying to neighbors and should be kept under control at all times. Animal control questions should be directed to the Lathrup Village Police Department at (248) 557-2600 ext. 229.

Automobile Parking and Storage: No parking on the street between the hours of 3:00 a.m. to 6:00 a.m. Automobiles cannot be parked on landscaped areas of your property. This includes the grass areas between the sidewalk and street. Owners of automobiles should be considerate of those who use the sidewalks by not parking vehicles across the sidewalk.

Property Maintenance: The City has a strict property maintenance code in order to insure that lasting beauty of our housing stock. Your cooperation is essential to ensure that your home remains in good repair. Peeling paint, broken shutters, etc. detract from the unique beauty that defines Lathrup Village. Please consider this when looking at your home.

Sidewalks/Hedges: A common complaint from residents is that sidewalks are blocked by overgrown hedges or trees. Please use good judgment when maintaining your landscaping so that it does not interfere with pedestrian traffic.

Vehicle Storage: There are a few types of vehicles are not permitted to be stored in Lathrup Village. The first of which are vehicles which are legally or mechanically **inoperable** (unlicensed, unregistered, and those with flat tires, no engine, etc.). Also, **commercial** vehicle parking is strictly prohibited in residential zones. Those people owning and/or driving vehicles identified as commercial use vehicles should remove them from the premises or store them in a closed garage. **Boats, trailers and RVs** (recreational vehicles) can be brought and kept on the property for 48 hours for the purpose of loading and unloading but not for the purpose of rebuilding, remodeling or effecting mechanical repairs. One boat 16' or less in length (with or without a boat trailer) or one camping trailer under 7' wide and under 10' long may be parked or stored in the rear yard of a lot when screened from public view. House trailers/trailer coaches, mobile homes, motor homes or other vehicles equipped to provide cooking and overnight sleeping facilities can be kept on a lot for only up to 48 consecutive hours a week.

Effective code enforcement requires cooperation from all residents. Your good care will assure that Lathrup Village remains a great place to call home. Remember, City Codes are "the law" and are in place to protect the long-lasting beauty of our community. While more than 90% of all violations are quickly corrected, some are not as easily remedied. Violations that are not corrected in a timely fashion are punishable by fines and in extreme cases jail through the court system. Code Enforcement is available to answer your questions during regular business hours. Please call (248) 557-2600 ext. 237 or email at building@lathrupvillage.org.

BUILDING DEPARTMENT
(248) 557-2600 EXT. 237
building@lathrupvillage.org

BUILDING DEPARTMENT PERMITS: The following licenses and permits are required and the applications may be obtained at City Hall: **building, electrical, plumbing and heating permits.** These permits must be obtained prior to the commencement of any work from the Building Department. If you have a contractor doing work for you, please be sure to ask if they have obtained the necessary permits. This will help avoid any problems with the City and will guarantee that inspections are conducted to ensure the work being done is pursuant to code requirements. All contractors doing work in the City must be licensed. Please make sure that any contractor doing work for you has registered through the State of Michigan and that they have obtained a permit from the City to do the work. Homeowners are also permitted to conduct their own work, but a Homeowner's waiver is required. You may obtain the waiver from the Building Department. **Building permits** are required for additions or alterations to your home.

The Lathrup Village Building Official, Jim Wright, is available during business hours to consult on specific codes that would apply to your project via phone at (248) 343-8672. Also, the Building Clerk Kelda London is available to issue permits during normal business hours as well as schedule inspections.

ZONING BOARD OF APPEALS APPLICATIONS: Requesting a variance from the City's zoning ordinance may be required if the City's Building Official has denied your building permit request.

DOWNTOWN DEVELOPMENT AUTHORITY
sstec@lathrupvillage.org
(248) 557-2600 Ext 223

The mission of the Lathrup Village Downtown Development Authority (DDA) is to create an accessible village center that brings life to our vibrant, diverse community, supporting economic development. The DDA functions to assist businesses and property owners in the District by combining public and private resources to provide an attractive and pedestrian-friendly environment where residents and visitors enjoy a welcoming, attractive community. To help achieve these goals, the DDA adopted the Main Street Four-Point Approach in 2013 and is currently in the process of growing and managing its downtown.

The DDA is tasked with developing and implementing the downtown development plan to maintain and grow the vibrancy of the downtown district. The board consists of ten (10) members and meets on the 2nd Friday of the month at 12 noon. There are also three (3) sub-committees that help articulate the goals of the board and district: Economic Vitality Committee, Promotions Committee and Design Committee. A minimum of 50% of the members must consist of commissioners that own or manage commercial property in the downtown and one member who lives within the DDA district

The City of Lathrup Village is certified by the Michigan Economic Development Corporation as a Redevelopment Ready Communities® (RRC). The RRC Program supports communities to become development ready and competitive in today's economy. Our city seeks to adopt innovative redevelopment strategies and efficient processes to make our business corridors more attractive for investments that create places where people want to live, work and play.

CITY TREASURER'S OFFICE

(248) 557-2600 Ext. 227

treasurer@lathrupvillage.org

The Treasurer's Department is responsible for the collection of all city, county and school taxes, assessments, other revenue and is the custodian of all funds coming into the City. Our current Treasurer is Pamela Bratschi. The Treasurer maintains a system of accounts for all City departments, regulates disbursements of fund, and maintains all records of bond accounts, investments, special assessments and payroll. The Treasurer also coordinates the City's required annual audit.

The City Treasurer coordinates many of the questions relative to the assessing process. The City contracts with the Oakland County Equalization Division for all assessing functions. Each assessment notice that you receive comes from the County, as does the tax bill. The City Treasurer has a direct computer link with the Equalization Division and can answer questions relative to your assessment and tax status. One of her primary duties is the billing, processing and collection of all summer and winter tax bills. The Oakland County Equalization department may be contacted at (248) 975-4451.

Summer tax bills are due July 1st and payable without penalty through August 31st. The summer tax bill is the largest containing 100% of the City tax, 100% of State Education Tax, and 100% of County general operating and 50% of the school tax.

Winter tax bills are due December 1st and payable without penalty through February 14th. The winter tax bill contains 100% of the Oakland County Parks and Recreation, 100% Huron Clinton Metro Authority, 100% Zoo Authority, 100% Art Institute, 100% OCPTA and the remaining 50% of the school tax.

All tax bills become delinquent after March 1st and are turned over to the Oakland County Treasurer for collection. Any questions relative to your tax bill should be directed to the City Treasurer at (248) 557-2600 ext. 227 or treasurer@lathrupvillage.org.

PUBLIC SAFETY

Administration (248) 557-3600

Non-Emergency (248) 354-1010

Emergency 911

The Police Department is housed in the north end of the City's Municipal Building, main level. Led by the Chief of Police, Scott McKee, the department currently has 11 sworn full-time officers, 3 part-time officers and 6 reserve officers utilizing motorcycle and automobile patrols. As a whole, LVPD has adopted the principles of community policing concept. The Police Department continues to make an effort to reach out to our citizens and business owners. Recently the department has placed an added emphasis on our Adopt-A-Senior program. The goal of the Adopt-A-Senior Program is to regularly check on our seniors who have little or no family to check on them. The administrative office hours are 8:00 a.m. through 4:00 p.m., at which time any questions or comments that you may have can be directed to the police clerk at (248) 557-3600 extension 229 (or option #3).

The City contracts for Fire, EMS (ambulance), and dispatching services through the City of Southfield. All calls for our police officers are made by the following procedure:

- To request a police officer for a non-emergency situation, dial Lathrup Village/Southfield dispatch center at (248) 354-1010
- Emergency calls for police, fire and medical service dial 911.

DEPARTMENT OF PUBLIC SERVICES

The Department of Public Services has the responsibility for the operation and maintenance of our streets, water system, storm and sanitary sewers and park maintenance. We currently contract with Lathrup Services, LLC who provides all of our public services. Please contact the City Office during normal business hours (8:00 a.m. through 4:30 p.m., Monday through Friday), at (248) 557-2600 for assistance. For after hour emergencies, please dial 911 and dispatch will contact the appropriate department personnel.

Brush/ Branches to be placed at the curbside on Fridays for chipping. Branches must be between 2 to 4 inches in diameter and between 4 and 12 feet long in length. All branches must be placed at curbside with the cut ends facing the street. Small twigs are not chippable and should be placed with yard waste for the Monday pickup and either: (a) tied and bundled, (b) in yard waste bags or (c) in a container marked with the SOCRRA stickers obtainable at the City Hall. Branches placed correctly by the curb will be picked up and chipped every Friday by the City's contractor, Tringali Sanitation. Tringali may be reached at (248) 585-9120.

Stack branches neatly. "Beaver Dams" will not be collected.

Stumps and logs are not part of the chipping program and will not be collected. Homeowners must dispose of these on their own.

Compost deliveries are offered in the spring and summer each year. Limited amounts are available to residents for free for pick up at DPS Headquarter on Twelve Mile Road while supplies last. Our DPS staff can also deliver up to 3 yards of compost to your home on Fridays, if their schedules permit, as well on a first come first serve basis.

Curb Side Leaf Collection is provided to the City annually beginning mid-October and concluding around the first week of December. During this program you do not have to bag any leaves. We only ask that leaves be raked to the front yard immediately adjacent to the road. However, please do not rake leaves onto Bloomfield or Santa Barbara. Our Public Services employees use large leaf vacuums to pick up your leaves. We remind residents to keep their piles free of grass clipping, sticks and other debris that can damage the vacuums. The schedule for pick up is always placed in the fall issue of our City newsletter (Your Town).

Refuse and Recyclables are collected on Mondays and should not be placed at the curb until 6:00 p.m. the day before collection and no later than 6:00 a.m. the scheduled day. Refuse **must** be in containers with lids, **35 gallons or less**, or you may purchase a 96-gallon container form Tringali Sanitation. Recycling and refuse containers should be brought in as soon as possible after pick up and stored in a location **outside of public view**. Public view is defined as "not be visible from the street." Larger items (referred to as **Bulk items**) such as appliances or furniture are picked up on Mondays as well. Please contact Tringali Sanitation at (248) 585-9120 for more information.

When you move into your home, you should have a recycling bin. The bins must stay with the property.

Streets are mostly maintained by the DPS Staff with the exceptions of Southfield Road and Twelve Mile Road. DPS maintains over 27 miles of roads in the City including of asphalt patching, grading and dust control for unpaved roads, snow removal, ice control and street/traffic control signs. Questions relative to streets should be directed to the City Offices.

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY AUTHORITY (SOCRRA)

The disposal of our refuse and recyclables is handled through the Southeastern Oakland County Resource Recovery Authority (SOCRRA). The City, together with other communities, provides a variety of disposal options. SOCRRA operates a composting facility, which turns yard waste into compost, which is then returned back to its member communities. SOCRRA also operates a materials recovery facility that sorts recyclables and then returns a credit to participating communities. SOCRRA provides information and seminars on healthy lawn and gardens and promotes recycling efforts.

Please contact SOCRRA for other recycle programs and options. SOCRRA can be contacted at (248) 288-5150. Also check out their website at www.socrra.org

Yard waste will be picked up weekly from mid April through November. Please review the “Your Town”, city Facebook page, and electronic newsletter, our website or contact the City Offices for specific dates. Yard waste is defined as new growth, hedge and brush trimmings, wood chips, garden vegetables and fruit, old potting soil, edging materials and small pencil thin twigs incidental to your debris. The waste must be placed in containers with the SOCRRA sticker, which you may obtain at City Hall, or paper yard waste bags. **Do not mix fresh grass with this material or the entire container or bag will not be picked up.** Arrangements should be made with your lawn care company or with a private contractor to remove your grass clippings. The City encourages and promotes a “Let the Clips Fall Where They Lie” program.

WATER DEPARTMENT & BILLING

Water and Sewer Service is provided through our Department of Public Services in partnership with the Southeast Oakland County Water Authority (SOCWA), Detroit Water and Sewer Department and Oakland County Water Resource Commissioner’s office. The DPS repairs and replaces meter/meter pads, repair water main breaks and clean sewers with a sewer jet.

Water and Sewer bills are based on the amount of water you have used in a given month collected by our DPS staff. Water and Sewer bills are mailed to your home each month and can be paid via cash, check, internet payment, or automatic withdrawal from your checking account through the Treasurer’s office. Billing questions or problems should be directed to Arron Carlton at (248) 557-2600 ext 221.

Our Partners in Servicing Your Community

SOCRRA (248) 288-5150

Tringali Sanitation (248) 585-9120

Water Questions (248) 557-2600 ext. 221

PARKS AND RECREATION

(248) 557- 2600 Ext 224

recreation@lathrupvillage.org

The City has three large public parks, Goldengate Park in the City's south end, Sarrackwood Park on the City's northwest side, and the City Municipal Building Park, as well as multiple, smaller pocket parks scattered throughout the community. These parks provide residents with access to play equipment, benches and in some cases walking paths for your enjoyment. Rental of parks are also available for groups and organized events. The park system maintenance is provided by our Department of Public Services.

Municipal Park- located directly behind the City Hall building at 27400 Southfield Road. Rental for organized gatherings at the park include use of the picnic shelter/pavilion, the picnic shelter grill, the gazebo, the greenspace directly in front of the gazebo and access to parking in the northern lot of the City Hall building. Renters have access to restrooms within City Hall, however, for large gatherings, the rental of porta-potties is encouraged. There is a playground and children's garden on-site as well

Annie Lathrup Park- located directly to the north of the City Hall building at 27400 Southfield Road and directly behind Anne Lathrup School. The park itself may not be rented but permits may be issued for use of the soccer field and roller hockey rinks.

Sarrackwood/Saratoga Park- located at the intersection of Saratoga and Woodworth. Rental of the park includes use of any picnic tables on site. There is a playground on-site which may be used but which remains open to the public. There are no restrooms available on-site.

Goldengate Park- located at the intersection of Rainbow Drive and W. 11 Mile Road. Rental of the park includes use of any picnic tables on site, use of some of the permanent grills and permitted use of the greenspace in front of and behind the playground. There is a playground on-site which is available for use but which remains open to the public. Street parking is available but park users may not impede access of residents to or from their homes. There are no restrooms available on-site.

Dorothy Warren Park- located at the intersection of Rainbow Drive and Morningside Plaza. It is open to public use in accordance with park policies. The park is not currently available to be rented or reserved through permit. Restrooms and trash receptacles are not available on-site so any materials brought in must be carried out.

Recreation Coordinator, Christopher Clough, oversees our recreation programming. He can be reached at (248) 557-2600 ext 224 or at recreation@lathrupvillage.org. As a diverse group of residents select our beautiful City as their new home, we strive to implement a variety of recreational programs and events. Please view our website, our newsletter (Your Town), and/or Cable 17 for information about upcoming programs. Please follow us on Facebook @lvparksandrec for the latest news.

The City has a Community Fitness Center that is available on an annually membership fee basis. All memberships expire on December 31st. The center is located in the lower level of our Municipal Building. You can stop by and see what we have to offer in the way of fitness equipment during our normal business hours, (8:00 a.m. through 4:30 p.m.) If you are interested in becoming a member, you may contact our City offices for information.

ROOM RENTALS

Facility rentals, including parks, are available through the Recreation Department.

Community Room is available for rent to the general public for wedding receptions, adult birthday parties, anniversary parties, etc. The room has a commercial kitchen as well.

The Meeting Place is located on the 2nd floor and is available for medium sized meetings or gatherings.

Conference Room is located on the 2nd floor and is available during regular office hours for small meetings.

If you are interested in renting one of our rooms, please come into the City Hall and fill out an application.

GARAGE SALE PERMITS

Prior to any garage sale, the City has regulations governing these sales and you must obtain a permit and “garage sale signs” from the City. Two signs for \$5.00 and three for \$7.00.

OTHER IMPORTANT INFORMATION

DOG AND CAT LICENSING: A license is required each year for dogs and cats. Our primary concern is to make sure that your pets are properly vaccinated for rabies. Every application must be accompanied by a certificate of Rabies vaccination. The cost for a pet license, **December through February 28 is \$6.00** and as of **March 1 the charge is \$11.00**. The City has a strict leash law that we ask all pet owners to observe. Per City Ordinance, be advised that **no more than three pets** (cats and dogs combined or separate) are allowed in a single household.

LIBRARY SERVICES: Library services for residents of the City of Lathrup Village are through the Southfield Public Library. Please contact them for further information.

Southfield Public Library
26300 Evergreen Rd.
Southfield, MI
(248) 796-4200
www.southfieldlibrary.org

SOUTHFIELD PUBLIC SCHOOLS: Services the communities of Southfield and Lathrup Village. Please contact them for further information.

Southfield Public School
24661 Lahser Road
Southfield, MI 48033
(248)746-8500
www.southfieldk12.org

CIVIC GROUPS

Lathrup Village Children's Garden

www.lathrupvillagechildrensgarden.org

The Lathrup Village Children's Garden is a non-profit organization. We are here for one reason, you! We want to help the kids of Lathrup Village grow up with each other and have an understanding of what Mother Nature has to offer.

Contact Patty Keenan at (248) 557-5332

Lathrup Village Community Foundation

lvcfoundation@aol.com

The LVCF has taken a growing role in improving and preserving our community's uniquely friendly and livable quality of life since 1996. We are an active and visible champion of what keeps Lathrup Villagers here now and what we hope will continue to keep and draw good neighbors to Lathrup Village forever.

Contact Vanessa Barnett at vanbar1113@gmail.com

Lathrup Village Homeowners Association

lathrupvillagehomeowners@gmail.com

Established in 1940, the LVHA is a community organization with a commitment to serving and giving back to its community. We provide financial support to fund community events, community organizations, and community projects.

Contact Mara Lipkowitz at (248) 705-9464

Lathrup Village Historical Society

<http://lvhistoricalsociety.home.comcast.net/~lvhistoricalsociety/>

We invite you to join the Lathrup Village Historical Society (LVHS) in our efforts to preserve the history and architectural assets of the City of Lathrup Village.

Contact Robin Roberts at (248) 514-3842 or robwysz@comcast.net

Lathrup Village Lions Club

www.lathruplions.org

The Lathrup Village Lions Club has been assisting the blind, visually impaired, hearing impaired, community events, and worldwide disaster victims for 48 years. Over the years, members of all ages, from all walks of life, both male and female have contributed countless hours to our fundraisers.

Contact Bruce Calder at (248) 789-0907

Southfield Lathrup Optimists Club

Bringing Out the Best in Kids! It's our motto; it's who we are and what we do. We are people who care about our communities and want to make a difference in the lives of young people.

Please contact them at (248) 506-5118 or slvoptimist@gmail.com for more information.

Lathrup Village Supper Club

<http://lathrupvillagesupperclub.org/>

For over 60 years, the Supper Club has been an important part of Lathrup Village community life. The Supper Club members meet to enjoy great food, entertainment, and the opportunity to meet their neighbors and make new friends.

Contact Karen Miller at (248) 569-7739

Lathrup Village Timebank

www.lathrupvillagetimebank.org/

Neighbors helping neighbors is as old as our species, yet in the hustle and bustle of modern life we are losing touch with the pleasures of being in community. So, we're using that touchstone of modern life - the Internet - to reintroduce neighbors to each other and the joys of doing things for each other in reciprocal relationships.

Contact Kim Hodge at (248) 424-7455 or Richard Reeves at (248) 569-5610

Lathrup Village Women's Club

The Lathrup Village Women's Club began in 1939, as the Lathrup Townsite Woman's Club. More than 80 years later, we celebrate the efforts and successes of the social and civic purposes and are still strong and active with community involvement, VA Hospital donations, Mobile Meal deliveries, and interesting programs concluded by an abundant tea table!

Contact Loretta DeLoach at (248) 559-5215

BOARDS AND COMMISSIONS

Opportunities for Citizen Involvement

Each year the City of Lathrup Village has opportunities to serve on one our important Boards, or Commissions. We encourage interested parties to complete a Board and Commissions application form and submit it to the City Clerk for consideration. The following is a brief listing of some of these Boards, Commissions and Committees for your information.

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

Information about each of the Boards or Commissions, as well as, the application forms can be found on the City's website at www.lathrupvillage.org. Applications can also be obtained from the Clerk in City Hall.

We welcome your involvement as a volunteer and hope that you will make use of one of these opportunities!

WELCOME TO LATHRUP VILLAGE!

STAFF DIRECTORY

Listed below are the listing of extension numbers for our staff. Use of these extension numbers will provide for immediate access to the person, or department you wish to contact. Entering the extension number immediately upon hearing the “Thank you for calling the City of Lathrup Village” will avoid having to listen to the complete automated attendant.

City Office

Main Number (248) 557-2600
 Fax Number (248) 557-2602

Ext	Staff Name	Department	Emails
221	Arron Carlton	Deputy Treasurer/Water Billing	water@lathrupvillage.org
222	Susan Schultz	Administrative Assistant- Finance	assistant@lathrupvillage.org
223	Susie Stec	Economic Development/DDA	sstec@lathrupvillage.org
224	Christopher Clough	Recreation Department	recreation@lathrupvillage.org
225	Dr. Sheryl Mitchell	City Administrator	smitchell@lathrupvillage.org
226	Yvette Talley	City Clerk	cityclerk@lathrupvillage.org
227	Pamela Bratschi	City Treasurer/Asst. City Administrator	treasurer@lathrupvillage.org
234	Jim Nelson	Cable TV	LVtv@lathrupvillage.org
237	Kelda London	Government Operations/Building Clerk	building@lathrupvillage.org

Police Department

Main Number (248) 557-3600
 Fax Number (248) 569-2529

Ext	Staff Name	Department	Emails
229	Theresa Knoll	Police Clerk	policeclerk@lathrupvillage.org
231	Michael Zang	Detective Bureau	detective@lathrupvillage.org
232	Scott McKee	Office of the Police Chief	policechief@lathrupvillage.org

Misc. Information

Southfield Dispatch Center **NON-EMERGENCY** (248) 354-1010
 Southfield Dispatch – **EMERGENCY** 911
 Southfield Library (248) 796-4200
 Tringali Sanitation (248) 585-9120