

CITY COUNCIL

Hon. Kelly Garrett
Mayor

Hon. Bruce Kantor
Mayor Pro Tem

Hon. Ian Ferguson
Council Member

Hon. Saleem Siddiqi
Council Member

Hon. Donna Stallings
Council Member

CITY ATTORNEY

Scott Baker, Esq.
Baker & Elowsky
City Attorney



CITY COUNCIL

CITY OF LATHRUP VILLAGE

27400 Southfield Road, Lathrup Village, Michigan 48076

**SPECIAL MEETING
AGENDA**

SATURDAY, JUNE 22, 2019

Council Chambers
9:00 a.m.

ADMINISTRATION

Dr. Sheryl L. Mitchell
City Administrator

Pamela Bratschi
City Treasurer

Scott McKee
Chief of Police

Yvette Talley
City Clerk

Susie Stec
Comm. & Econ. Dev.
DDA Director

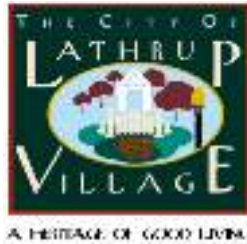
Christopher Clough
Parks & Recreation

AGENDA ITEMS

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

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

5. **Public Comment** – Items not on the agenda
6. **Action Requests:**
 - A. Consideration / Approval An Ordinance to Amend the City of Lathrup Village Zoning Ordinance Article 3, to Add Section 3.12 to Provide Standards for Planned Unit Developments
 - B. Consideration / Approval An Ordinance to Amend the City of Lathrup Village Zoning Ordinance Article 4, to Add Section 4.16 to Provide Standards for Drive-Through Uses
 - C. Consideration / Approval Capital Improvement Plan for Fiscal Year 2019-2025
 - D. Consideration / Approval Fiscal Year 2018-19 Budget Amendments
 - E. Consideration / Approval – Contract with Kennedy Industries for Sanitary Retention Tank Valve Replacement
7. **Unfinished / New Business**
8. **Adjourn**



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 22, 2019

RE: **MOTION TO APPROVE AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE ARTICLE 3, TO ADD SECTION 3.12 TO PROVIDE STANDARDS FOR PLANNED UNIT DEVELOPMENTS**

The City of Lathrup Village's Planning Commission held a public hearing on June 18, 2019 and voted to recommend the amendments to Article 3, to add Section 3.12 to provide standards for Planned Unit Developments.

A detailed summary is provided in the attached memorandum from Jill Bahm and Matt Wojchiechoswki from Giffels Webster.

Suggested Motion:

To approve an ordinance to amend the City of Lathrup village Zoning Ordinance Article 3, to add Section 3.12 to provide standards for Planned Unit Developments

Motion by _____, Seconded by _____,

memorandum

DATE: May 17, 2019
TO: Susie Stec, Manager – Community & Economic Development
FROM: Jill Bahm & Matt Wojciechowski, Giffels Webster
SUBJECT: Zoning Discussion – Village Center District

Planning Commission Discussion – Updated May 17, 2019

- **May 21, 2019 Requested Action:** Set a public hearing for the proposed Zoning Ordinance amendments related to Planned Unit Development and Drive-Through Use standards. We recommend the addition of special land use standards for drive-through uses as the current ordinance does not have any specific standards for such uses.
- **April 30, 2019:** The issue of drive-through uses in the Village Center was discussed at a joint meeting of the Planning Commission, City Council and DDA. General consensus is to allow drive-through uses on a limited basis with a focused effort to maintain the goal of a walkable Village Center.
- **April 16, 2019:** The Planning Commission reviewed both approaches described above and supports refinement of the planned unit development option as a tool to facilitate redevelopment. Before moving ahead with final ordinance language and a public hearing, the Planning Commission would like to discuss the implications of drive-through uses with the DDA and City Council for additional perspectives.
- **March 14, 2019:** The Planning Commission asked for zoning ordinance language that could permit drive-through uses in a way that retains the integrity of the Village Center district. It was suggested that two approaches be considered: treating drive-through uses as a special land use or allowing drive-through uses through a planned unit development.
- **February 26 (regular meeting) and March 14 (special study session), 2019:** The Planning Commission discussed the pros and cons of the proposed drive-through use in the Village Center district.

The information below summarizes the Planning Commission’s previous memos for consistency of discussions.

Introduction

What prompted this amendment?

- There have been recent inquiries to the city about drive-through restaurant uses, which are permitted as special land uses in the Mixed Use and Commercial Vehicular districts, but not

permitted in the Village Center. Drive-throughs are permitted as special land uses for financial institutions in the Office and Gateway Office districts.

- It has been eleven years since the city established the vision for the Village Center in the 2009 Master Plan, nine years since this district was established (2010) in the Zoning Ordinance and five years since the Village Center concept was reaffirmed in the 2014 Master Plan.
- The Southfield Road business district has experienced limited investment in the past ten years and the Planning Commission may wish to explore whether the community remains committed to the vision for the Village Center and/or if refinements to the vision are needed to encourage private investment in the city.

Current Language

What does the Zoning Ordinance say?

- See attached for current ordinance language that shows permitted uses in a use matrix for the Village Center (drive-through uses are not listed and are not permitted). The zoning map illustrates the boundaries of the VC and MX districts.

Background on Issue

Why discuss this issue?

Drive-through uses. By their very nature, drive-through uses are automobile-oriented uses that prioritize vehicular movement around a single establishment. Drive-through users remain in their vehicles, limiting cross-shopping and opportunities for social interaction as well as potentially conflicting with pedestrians in parking areas and at street access points. Because of these factors, they are typically excluded from areas that are intended to be pedestrian-oriented. Communities interested in creating or preserving a walkable district focus zoning standards on uses that encourage walkability and building standards that enhance the public realm (sidewalks, streets, parks and plazas).

Village Center Planning Foundation.

- In 2009, the Master Plan documented challenges defined by the community, which included an “outdated business district,” “no cohesion in the business district,” “traffic” and the “Southfield Road streetscape.” The Master Plan described several priorities for the future. Three of those included the following:
 - *Expansion of the Village Center Concept. The participants envision a village center with improved businesses and better commercial varieties such as ice cream shops/parlors and specialty shops. Participants desire an increase in mixed land uses; multiple story buildings with a live/work environment, or where residential use comprises the stories above the commercial/business uses within the village center area. Residents are able to walk “downtown” to a vibrant center to shop for various items, get a cup of coffee, or eat at a high-quality restaurant. The City has become a destination rather than a place to merely pass through.*
 - *Business Improvements Through Architecture. Improved buildings with attractive and complimentary architecture identify the City as an individual community that offers a high quality of life. The buildings are well cared for and landscapes are maintained. Gaudy signs have been removed and architecture is more traditional and unifying.*

Parking areas for business are improved with more landscaping. Curb appeal improves the City's image and attracts new business and residents.

- *Walkable Community. The City has become a walkable community. Bridges cross Southfield Road, connecting both sides of the road and providing safe access to all. Paths for bicycles and rollerblading are connected throughout residential areas and connecting to parks and recreational facilities. These new paths are active with joggers, walkers, and other non-motorized/ pedestrian users.*
- To achieve these concepts, the Master Plan suggested a mix of residential and commercial land uses for the Village Center that specifically excluded drive-through restaurants.
- The 2014 Master Plan Update included additional refinements to the Village Center concept that had been developed in the previous five years. These supporting long-range planning documents included an Access Management Plan (to improve safety for pedestrians and vehicles traveling the Southfield Road Corridor), Complete Streets Plan (to facilitate the development of a transportation network to serve motorists and non-motorized users), conceptual development plan (illustrative 3D model to communicate the vision to the public and the development community) and a zoning framework that established the form and building layout that would direct redevelopment of the corridor as envisioned by the community. The 2014 Master Plan Update noted that:
 - *The village center encompasses all of the segments of the California Drive octagon and, as a result, establishes a concentrated area for commercial and civic activities. It is envisioned that there will be a mix of public and private property, including residential, office, retail, restaurant, entertainment, gathering spaces, and recreation areas. The final configuration of Southfield Road will dictate the size and development footprint of the area. It is anticipated that the internal road network will be developed to continue the alley system and the conceptual "Park Street Promenade." The current civic facilities are intended to remain in the Village Center area, but may be leveraged or reconfigured to accommodate the redevelopment as envisioned for a vibrant, compact, pedestrian-oriented downtown area.*

Zoning Alternatives

The Planning Commission may choose to maintain the current prohibition on drive-through uses in the Village Center for the reasons noted above. However, should the Planning Commission wish to explore options to respond to development requests, the following concepts could be discussed:

- Amend Section 3.1.8.B. Village Center uses to permit drive-through uses as special land use and add a new section, 4.16 Village Center Drive-Through uses.
- Develop provisions for Planned Unit Developments (PUD) for the Village Center (and potentially MX district as well). A PUD is a regulatory tool allowed in Michigan communities per PA 110 - the Michigan Zoning Enabling Act (MZEA).
 - The MZEA allows the city to establish PUD requirements in the zoning ordinance to “permit flexibility in the regulation of land development, encourage innovative encourage innovation in land use and variety in design, layout, and type of structures constructed, achieve economy and efficiency in the use of land, natural resources, energy, and the provision of public services and utilities, encourage useful open space, and provide better

housing, employment, and shopping opportunities particularly suited to the needs of the residents of this state.”

- It is important to note that a PUD is not intended to avoid the imposition of standards and requirements of a district; rather, a PUD encourages flexibility to allow advantages to both the developer and the city.
- A PUD includes a development agreement, which is a legal contract between the city and developer that ensures the approved development is built according to the conditions of approval.
- The advantage of the PUD approach is that the city may engage in a broader redevelopment discussion with a developer that result in a project that mitigates the impact of drive-through uses and achieves other planning goals for the Village Center within the scope of a specific redevelopment project.

ORDINANCE NO. ____

CITY OF LATHRUP VILLAGE

OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE

ARTICLE 3, TO ADD SECTION 3.12 TO PROVIDE STANDARDS FOR PLANNED UNIT DEVELOPMENTS.

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. ORDINANCE AMENDMENT.

Add Section 3.12. Planned unit development

1. Purpose; applicable regulations:

- A. The Planned Unit Development (PUD) option is intended to permit, with city approval, private or public development which is substantially in accord with the goals and objectives of the Master Plan for Land Use.
- B. The development permitted under this section shall be considered as an optional means of development only upon terms agreeable to the city. The provision of this option imposes no obligation of the city to encourage or foster its use. The decision to approve its use shall be at the sole discretion of the city.
- C. Utilization of the PUD option will permit flexibility in the regulation of land development by encouraging innovation through an overall development plan to provide variety in design and layout; to achieve economy and efficiency in the use of land, natural resources, energy and in the provision of public services and utilities; to encourage the creation of useful open spaces particularly suited to the needs of the parcel in question; to preserve the city's historic resources; and to provide appropriate housing, employment, service and shopping opportunities suited to the needs of the residents of the city.
- D. It is further intended that the Planned Unit Development may be used to permit densities or lot sizes which are different from the applicable district and to permit the mixing of land uses that would otherwise not be permitted; provided that the goals of the Master Plan are met and the resulting development is consistent with the Master Plan and would promote the public health, safety and welfare.
- E. It is further intended that the development will be laid out so that the various land uses and building bulk will relate to each other and to adjoining existing and planned uses in such a way that they will be compatible, with no material adverse impact of one use on another.

2. Criteria for qualifications. In order for a zoning lot to qualify for the Planned Unit Development option, it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in the MX or VC districts only.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or

constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.
- E. The Planned Unit Development shall provide a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities as well as one or more of the following additional objectives:
 - i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.
 - ii. To preserve historic structures that add to the character of the city.
 - iii. To permanently establish land use patterns which are compatible, or which will protect existing or planned uses.
 - iv. To accept dedication or set aside open space areas in perpetuity.
 - v. To provide alternative uses for parcels which can provide transition buffers to residential areas.
 - vi. To provide active open spaces, such as parks, plazas, and market or festival spaces for public use.
 - vii. To promote the goals and objectives of the Master Plan.
 - viii. To provide infrastructure, such as streets, sidewalks, lighting and the like, consistent with the Master Plan.
 - ix. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.
 - x. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.
- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

3. Uses permitted:

- A. A land use plan shall be proposed for the area to be included within the PUD. The land use plan shall be defined by the districts of the zoning ordinance which are to be applicable to the parts of the PUD area.

- B. Principal permitted uses as provided in the underlying district shall be allowed within the districts identified on the PUD plan, except that some uses may be specifically prohibited from districts designated on the PUD plan. Alternatively, the city may permit uses not permitted in the district if specifically noted on the PUD plan. Conditions applicable to uses permitted subject to special conditions shall be used as guidelines for design and layout but may be varied by the planning commission provided that such conditions are indicated on the PUD plan.
4. **Height, bulk, density and area standards.** The standards as to height, bulk, density, setbacks of each district shall be applicable within each district area designated on the plan except as specifically modified and noted on the PUD plan.
 5. **Submittal procedures and conditions:**
 - A. **Request for qualification:**
 - i. Any person owning or controlling land in the city may make application for consideration of a Planned Unit Development. Unless otherwise provided, such application shall be made by submitting a request for a preliminary determination as to whether or not a parcel qualifies for the PUD option.
 - ii. A request shall be submitted to the city. The submission shall include the information required by subparagraph iii. below.
 - iii. Based on the documentation submitted, the planning commission shall make a preliminary determination as to whether or not a parcel qualifies for the PUD option under the provisions of Section 2 above. A preliminary determination that the parcel qualifies will not assure a favorable recommendation or approval of the PUD option but is intended only to provide an initial indication as to whether the applicant should proceed to prepare a PUD plan upon which a final determination would be based. The submittal must include the following:
 - a. Substantiation that the criteria set forth in Section 2 above, are or will be met.
 - b. A schematic land use plan containing enough detail to explain the function of open space; the location of land use areas, streets providing access to the site, pedestrian and vehicular circulation within the site; dwelling unit density and types; and buildings or floor areas contemplated.
 - c. A plan for the protection of natural and/or historic features. In those instances where such protection is not an objective of the PUD option, the plan need not be submitted.
 - iv. The planning commission shall approve or deny the applicant's request for qualification. Whether approved or denied, the applicant may then proceed to prepare a PUD plan upon which a final determination will be based.
 - B. **Request for Conceptual PUD Review.** An applicant may apply to the Community Development Department for final review and recommendation by the Planning Commission with the submission of the following materials:
 - i. **An application for PUD development that includes the following information:**
 - a. A boundary survey of the exact acreage being requested done by a registered land surveyor or civil engineer (scale not smaller than one-inch equals one hundred (100) feet).

- b. A topographic map of the entire area at a contour interval of not more than two (2) feet. This map shall indicate all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one-inch equals one hundred (100) feet).
 - c. A preliminary site plan indicating the following at a scale no smaller than one-inch equals one hundred (100) feet (1" = 100'):
 - 1) Land use areas represented by the zoning districts enumerated in Section 3.1.1 through Section 3.1.9 of this chapter.
 - 2) Vehicular circulation including major drives and location of vehicular access. Preliminary proposals as to cross sections and as to public or private streets shall be made.
 - 3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.
 - 4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.
 - 5) The general location of residential unit types and densities and lot sizes by area.
 - 6) The location of all wetlands, water and watercourses and proposed water detention areas.
 - 7) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.
 - 8) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.
 - 9) A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.
 - 10) An indication of the contemplated water distribution, storm and sanitary sewer plan.
 - 11) A written statement explaining in detail the full intent of the applicant, indicating the type of dwelling units or uses contemplated and resultant population, if any, floor area, parking and supporting documentation, including the intended schedule of development.
- ii. **Planning commission review of proposed PUD plan:**
- a. The planning commission shall hold a public hearing on the PUD plan, with notice given in accordance with Section 7.6, Public Hearings.
 - b. After the public hearing, the planning commission shall report its findings and make its recommendations to the council. The planning commission shall review the proposed PUD plan and make a determination as to the proposal's qualification for the PUD option and for adherence to the following objectives and requirements:
 - 1) The proposed PUD adheres to the conditions for qualification of the PUD option and promotes the land use goals and objectives of the city.
 - 2) All applicable provisions of this article and this chapter shall be met. Insofar as any provision of this article shall be in conflict with the provisions of any

other section of this chapter, the provisions of this article shall apply to the lands embraced within a PUD area.

- 3) There is, or will be at the time of development, an adequate means of disposing of sanitary sewage and of supplying the development with water and that the road system and storm water drainage system are adequate.

C. Final approval of Planned Unit Development:

- i. Upon receipt of the report and recommendation of the planning commission, and after the public hearing required in Section 5.B.ii.a above, the city council shall review all findings. If the city council shall determine to grant the application, it shall instruct the city attorney to prepare a contract setting forth the conditions upon which such approval is based, which contract, after approval by resolution of the council, shall be executed by the city and the applicant. Approval shall be granted only upon the council determining that all provisions of this chapter have been met and that the proposed development will not adversely affect the public health, welfare and safety.
- ii. Once an area has been included with a plan for PUD and such plan has been approved by the council, no development may take place in such area nor may any use thereof be made except in accordance with such plan or in accordance with a council-approved amendment thereto, unless the plan is terminated as provided herein.
- iii. An approved plan may be terminated by the applicant or the applicant's successors or assigns, prior to any development within the area involved, by filing with the city and recording in the county records an affidavit so stating. The approval of the plan shall terminate upon such recording.
- iv. No approved plan shall be terminated after development commences except with the approval of the council and of all parties in interest in the land.
- v. Within a period of two (2) years following approval of the PUD contract by the council, final plats or site plans for an area embraced within the PUD must be submitted as hereinafter provided. If such plats or plans have not been submitted and approved within the two-year period, the right to develop under the approved plan may be terminated by the city.

D. Submission of final plat, site plans; schedule for completion of PUD:

- i. Before any permits are issued for any activity within the area of PUD, final plats or site plans and open space plans for a project area shall be submitted to the Community Development Department for review by the planning commission of the following:
 - a. Review and approval of site plans shall comply with Section 6.1 as well as this section except as otherwise modified in the approved plan. Review and approval of plats shall comply with Act No. 288 of the Public Acts of Michigan of 1967 MCL 560.101 et seq., as amended, and the city code in addition to the requirements of this article.
 - b. Before approving of any final plat or plan, the commission shall determine that:
 - 1) All portions of the project area shown upon the approved plan for the PUD for use by the public or the residents of lands within the PUD have been committed to such uses in accordance with the PUD contract;
 - 2) The final plats or site plans are in substantial conformity with the approved contract and plan for the PUD;

- 3) Provisions have been made in accordance with the PUD contract to provide for the financing of any improvements shown on the project area plan for open spaces and common areas which are to be provided by the applicant and that maintenance of such improvements is assured in accordance with the PUD contract.
 - ii. If development of approved final plats or site plans is not substantially completed in three (3) years after approval, further final submittals under the PUD shall cease until the part in question is completed or cause can be shown for not completing same.
- D. **Fees.** Fees for review of PUD plans under this article shall be established by resolution of the council.
- E. **Interpretation of approval.** Approval of a PUD under this article shall be considered an optional method of development and improvement of property subject to the mutual agreement of the city and the applicant.
- F. **Amendments to PUD plan.** Proposed amendments or changes to an approved PUD plan shall be submitted to the planning commission. The planning commission shall determine whether the proposed modification is of such minor nature as not to violate the area and density requirements or to affect the overall character of the plan, and in such event may approve or deny the proposed amendment. If the planning commission determines the proposed amendment is material in nature, the amendment shall be reviewed by the planning commission and city council in accordance with the provisions and procedures of this section as they relate to final approval of the Planned Unit Development.

PART II. SAVINGS CLAUSE.

The amendments referenced herein do not affect or impair any act done, offense committed, or right accruing or acquired, or liability, penalty or forfeiture or punishment pending or incurred prior to the effective date of this amendment.

PART IV. SEVERABILITY.

This Ordinance and its various parts, sentences, paragraph, sections, clauses and rules promulgated hereunder are hereby declared to be severable. If any part, sentence, paragraph, section, clause, or rule promulgated hereunder is adjudged to be unconstitutional or invalid for any reason, such holdings shall not affect the remaining portions of this Ordinance.

PART V. REPEALER.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

PART VI. EFFECTIVE DATE; PUBLICATION.

This Ordinance shall become effective after publication of a brief notice in the newspaper circulated in the City, stating the date of the enactment and the effective date of the Ordinance, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk, and such other facts as the City Clerk shall deem pertinent.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ___ day of ____, 2019

Yvette Talley, City Clerk

Date of Introduction:

Date of Adoption:

Date of Publication of Notice of Adoption:

CERTIFICATE OF ADOPTION

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

Yvette Talley, City Clerk

PLANNED UNIT DEVELOPMENTS



Overview

What is a Planned Unit Development?

A Planned Unit Development (PUD) is a development option that permits flexibility in development regulations. The PUD requirements of Article 3, City of Lathrup Village Zoning Ordinance, are intended to accomplish the objectives of the Ordinance through a review process based on site planning criteria that integrates the proposed development with the characteristics of the site. PUDs are intended to permit flexibility in the regulation of land development that achieves the following:

- Provides variety in design and layout
- Achieves economy and efficiency in the use of land, natural resources, energy and in the provision of public services and utilities
- Encourages the creation of useful open spaces
- Preserves historic resources
- Provides appropriate housing, employment, service and shopping



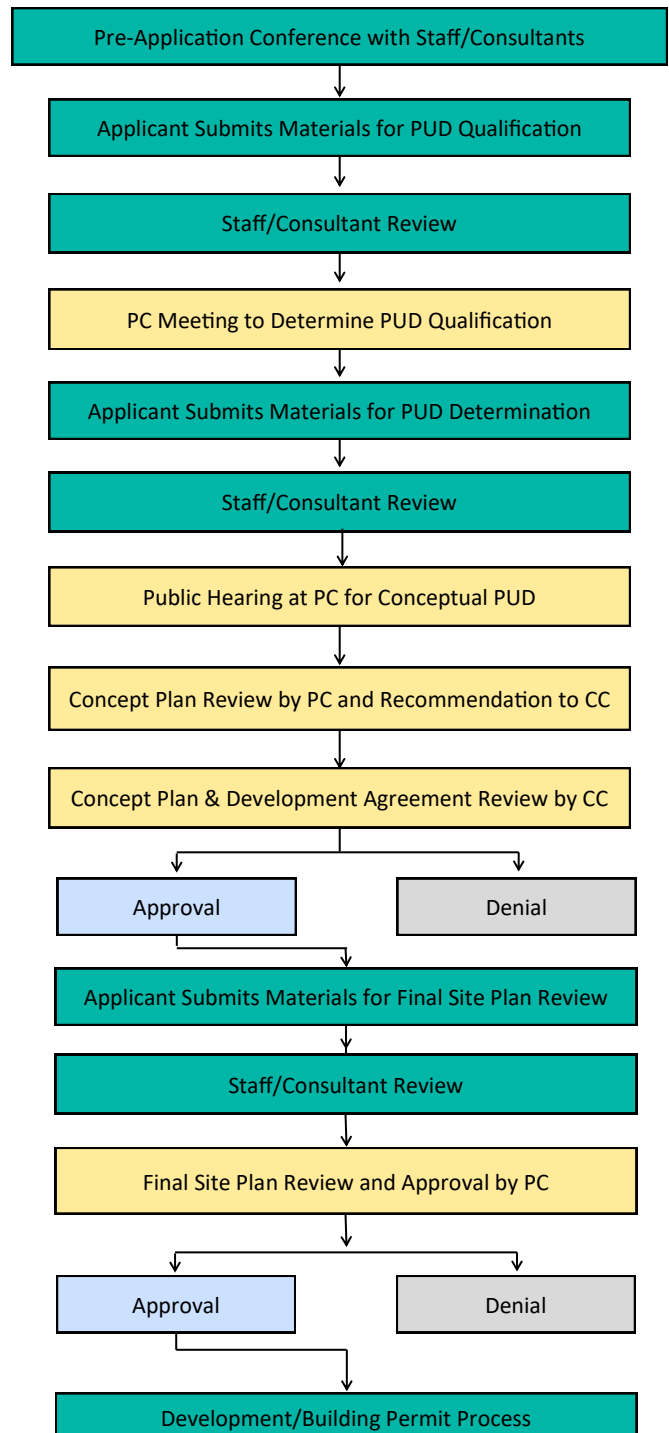
In the flowchart at right, meetings appear in yellow boxes. Applicant and other administrative actions appear in green.

PC = Planning Commission

CC = City Council

What is the PUD review process?

See Section 3.12 for additional details on the process.



ORDINANCE NO. ____

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

**AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE
ARTICLE 4, TO ADD SECTION 4.16 TO PROVIDE STANDARDS FOR DRIVE-THROUGH USES.**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. ORDINANCE AMENDMENT.

That the City of Lathrup Village Zoning Ordinance, Article 4 be amended to add a new section 4.16 as follows:

Drive-through uses may be permitted as special land uses in Commercial Vehicular, Mixed Use and Village Center districts. In the MX and VC districts, the following conditions, intended to minimize the impact of this automobile-oriented use in these pedestrian-oriented districts, shall apply:

1. Standards for VC, MX and VC Districts:
 - a. Drive-through uses may only be accessory to a permitted retail or restaurant use.
 - b. The site is designed to minimize driveway access to Southfield Road to limit additional curb cuts, which can be dangerous for pedestrians.
 - c. Enhanced pedestrian pavement markings and signage between the public sidewalks and the internal pedestrian circulation system are required to alert drivers to the presence of pedestrians within a site.
 - d. Bicycle parking is required at the rate of one space for each ten required vehicular parking spaces to encourage non-motorized access to the establishment. Such bicycle parking shall be provided in a convenient, safe and visible location.
 - e. Drive-through lighting, menu boards and speaker boxes shall be aimed away from residentially-zoned property.
 - f. The standards for drive-through uses in Section 5.13.9.O are met.
 - g. All vehicle stacking shall be accommodated and contained on site. A special land use permit may be revoked by the City if the Planning Commission observes that vehicle stacking is consistently occurring on adjacent sites without permission or in the public right-of-way.
2. Standards for the MX and VC districts. In addition to the standards in subsection 1, above, the following additional standards apply:
 - a. Enhanced landscape treatments that separate vehicular and pedestrian traffic are required to provide shade and improve site aesthetics for pedestrians. Landscape materials shall include a variety of colors, textures and mature heights.
 - b. Vehicle stacking is prohibited between a building and Southfield Road.
3. Additional standards for the VC district. In addition to the standards in subsections 1 and 2, above, the following additional standards apply:
 - a. Drive-through restaurant establishments shall be limited to serving food and beverages that are primarily prepared on-site without the use of deep-frying equipment.

- b. No drive-through use shall be within 200 ft of another drive-through use in the Village Center district as measured from the closest building points.
- c. An outdoor dining area of at least 100 sf is required in the Village Center District to encourage people to get out of their cars and/or walk to the establishment.
- d. Building improvements shall meet design guidelines for the Village Center as provided in Section 3.18.

PART II. SAVINGS CLAUSE.

The amendments referenced herein do not affect or impair any act done, offense committed, or right accruing or acquired, or liability, penalty or forfeiture or punishment pending or incurred prior to the effective date of this amendment.

PART III. SEVERABILITY.

This Ordinance and its various parts, sentences, paragraph, sections, clauses and rules promulgated hereunder are hereby declared to be severable. If any part, sentence, paragraph, section, clause, or rule promulgated hereunder is adjudged to be unconstitutional or invalid for any reason, such holdings shall not affect the remaining portions of this Ordinance.

PART IV. REPEALER.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

PART V. EFFECTIVE DATE; PUBLICATION.

This Ordinance shall become effective after publication of a brief notice in the newspaper circulated in the City, stating the date of the enactment and the effective date of the Ordinance, and that a copy of the Ordinance is available for public use and inspection at the office of the City Clerk, and such other facts as the City Clerk shall deem pertinent.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ___ day of ____, 2019

Yvette Talley, City Clerk

Date of Introduction:
Date of Adoption:
Date of Publication of Notice of Adoption:

CERTIFICATE OF ADOPTION

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

Yvette Talley, City Clerk



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 22, 2019

RE: **MOTION TO APPROVE AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE ARTICLE 4, TO ADD SECTION 4.16 TO PROVIDE STANDARDS FOR DRIVE-THROUGH USES**

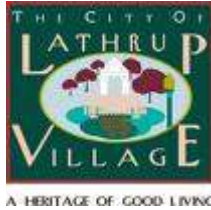
The City of Lathrup Village's Planning Commission held a public hearing on June 18, 2019 and voted to recommend the amendments to Article 4, to add Section 4.16 to provide standards for drive-through uses.

A detailed summary is provided in the attached memorandum from Jill Bahm and Matt Wojchiechoswki from Giffels Webster.

Suggested Motion:

To approve an ordinance to amend the City of Lathrup village Zoning Ordinance Article 4, to add Section 4.16 to provide standards for drive-through uses.

Motion by _____, Seconded by _____,



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FROM: Sheryl L. Mitchell, City Administrator
DATE: June 22, 2019

RE: **MOTION TO ADOPT THE CITY OF LATHRUP VILLAGE CAPITAL IMPROVEMENT PLAN 2019-2025,**

Jill Bahm, Planner from Giffels Webster and staff have worked extensively on the updates for the Capital Improvement Plan (CIP) 2019-2025. The CIP ensures the timely repair and replacement of ageing infrastructure, provides a level of certainty for residents, businesses and developer regarding the location and timing of public investment, and helps to identify the most economical mean of financing capital improvements.

The Planning Commission voted the recommend the CIP at their meeting on June 18, 2019, following a public hearing.

Suggested Motion:

To Accept the recommendation and Adopt the Capital Improvement Plan for 2019-2025, as presented and passed by the City of Lathrup Village Planning Commission.

memorandum

DATE: April 12, 2019
TO: Lathrup Village Planning Commission
CC: Sheryl Mitchel, City Administrator
FROM: Jill Bahm, AICP & Matt Wojciechowski; Giffels Webster
SUBJECT: Summary of CIP Changes 2018 to 2019

We have completed Lathrup Village’s 2019 draft CIP and would like to provide you with a summary of the changes from the last version that was approved in 2018. Due to the nature of the changes, it was determined to forego a CIP subcommittee and instead discuss the changes with the entire commission. Below is a summary of the changes by CIP department:

Administration

- The items included in the previous (2018 CIP) that were completed include:
 - Purchase of five laptops for council
- Items not completed were moved to the 2019-2020 fiscal year
 - Server for City Hall
 - Two staff Computers
 - Two laptops for voting
- Items added for future consideration by city administration include: (no price, project years or financing source provided)
 - Cable TV Equipment
 - Community Room – kitchen rehab
 - Generator
 - City Hall upgrades – 2nd floor carpet

Department of Public Services

- No project from 2018 were confirmed as completed
- A fire hydrant replacement program was added (in conjunction with water department)
- A backhoe replacement was requested for 2020

Water

- All water projects schedule for 2018 were completed
- Based on discussion with city officials, three items were added (W-007, 008, 009)
 - Gate valve replacement
 - Fire hydrant replacement program (in conjunction with DPS)
 - Water leak detection

Sewer

- All 2018 projects were completed
- No projects were added; location of future projects (2022 and beyond) requires further study

Parks

- No projects were completed
- The pickleball court project was removed (it was not included in the current Recreation Plan, but may be revisited as the city updates this plan}

Police

- No projects were confirmed as complete
- Five projects from the 2018 CIP were moved to 2019
 - Tasers
 - Camera System (city hall/admin)
 - Police Vehicle
 - Communication System
 - New Police Building
- Seven new projects were added for consideration
 - Lexipol
 - Speed radar unit
 - Office computers
 - Interview room camera
 - AED's (3)
 - Noptics
 - In car computers

Roads

- The 'Rackham triangle' road project was completed in 2018
- Several projects were added and amended to align with future was main replacements

DDA

- No projects were completed or add for the DDA
 - The city is currently pursuing a SEMCOG grant that would fund the remainder of the complete streets plan (DDA-001)

memorandum

DATE: May 16, 2019
TO: Lathrup Village Planning Commission
CC: Sheryl Mitchel, City Administrator
FROM: Jill Bahm, AICP & Matt Wojciechowski; Giffels Webster
SUBJECT: Summary of CIP Changes April to May 2019

After discussion with the Planning Commission at their April 16, 2019 meeting, we have made the following changes to the document that the PC reviewed:

- We worked with city staff to add project descriptions, years and cost estimats where possible
 - Some items do not have a date or year yet; these are delineated with TBD in that field
 - All projects in the 2019 CIP that are scheduled for the 2019-2020 FY are incorporated into the city's 2019-2020 budget and are funded at this time
- Fixed typos
- Added picture captions
- Re-numbered charts (figures)
- Updated project map to show completed and proposed projects
- Removed sewer maps (hard to read)
- Moved Southfield Road narrative to roads project page (18)
- Moved sanitary and storm sewer narrative to project summary pages (19-20)
- Added projects to:
 - DPS
 - Covered Parking
 - Leaf vac
 - Hotpatch trailer
 - Pick-up truck
 - New bed for flatbed
 - Parks
 - ~~Removed Farm Market Shelter~~
 - Added Wood Chip project

2020 CIP

The 2020 CIP process will begin in **September of 2019**. This will be done to ensure ample time is provided for staff and consultants to review each project on a case by case basis and determine funding accordingly. During this review period those projects with TBD will be evaluated for feasibility and potential funding.

CAPITAL IMPROVEMENT PLAN



CITY OF

LATHRUP VILLAGE

FY 2019—2025

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Introduction

Introduction

The 2019-2025 City of Lathrup Village Capital Improvement Plan (CIP) will serve as a tool to assist the city in turning long-range policy planning into real improvements on the ground. A six-year capital improvement plan and an annual update of that plan is a requirement for the City of Lathrup Village under the Michigan Planning Enabling Act of 2008. The following report identifies the major capital improvements needed and/or planned for the community, the timeframe for implementation of those improvements, and the budget and revenue sources that will make those improvements a reality. Capital improvements cover multiple departments within the City of Lathrup Village and include new facilities, water and sewer line replacements and improvements, police equipment, parks and recreation facilities, non-motorized pathways, and professional services.

What is a Capital Improvement Plan (CIP)?

A Capital Improvement Plan is a six-year schedule of public physical improvements which identifies the needs for improvements and the sources of funding to make those improvements. It provides a schedule of expenditures for constructing, maintaining, upgrading, and/or replacing a community's physical inventory. The CIP, therefore, is a tool to assess the long-term capital project requirements (the "big jobs") of Lathrup Village. Since capital improvement projects are spread across multiple community needs (fire protection, police, water and sewer, parks and recreation, municipal administration, etc.), the CIP prioritizes these projects across the entire community and over time, providing a comparison of the community's various needs and wants.



Infrastructure improvements



Goldengate Park

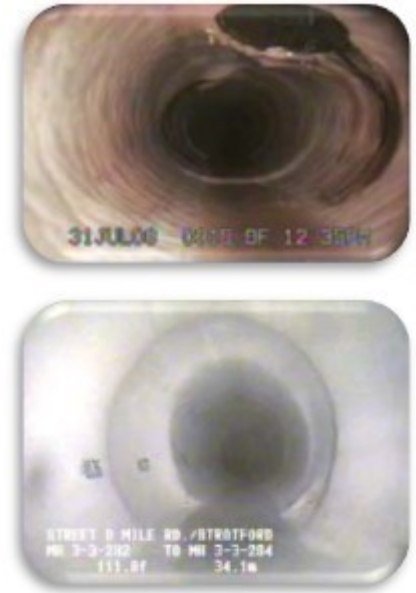
What are Capital Improvement Projects?

Capital improvement projects are major and infrequent expenditures, such as the construction of a new facility, a major rehabilitation or repair of an existing facility, or the purchase of major equipment. Capital improvement projects are non-recurring expenditures that tend to be large both in physical size and in cost, and have a long-term usefulness (10 years or more) . Examples of capital improvement projects can include:

- Construction of a new city hall
- Construction of a new police station
- Extension or replacement of a water/sewer line
- Major rehabilitation of a city’s community center
- Creation of a new city park
- Large equipment and vehicles

Each city department is asked to take a long view look at future initiatives or improvements that may require capital purchases in order to be fully implemented. Each department works to improve the manner by which the city delivers services to its residents and stakeholders. Wish lists are developed based on research and discussions with communities that have similar needs. The majority of the capital purchases in these categories are funded through the general fund or other dedicated city funds. Thorough knowledge and research of our future planned costs allows for the pursuit of grant and other outside funding sources to meet our policy goals. The following sections discuss the city’s various needs and proposed funding by department.

The term “major expenditure” is relative; what is “major” to one community might be “minor” to another. The City of Ann Arbor, for example, sets a minimum threshold of \$100,000 for projects to be included in the City’s CIP, while the City of Rochester Hills sets a minimum of \$25,000. Lathrup Village’s policy for determining a Capital Improvement is defined in the following section.



Example of Sewer Rehab (before and after)

What is City of Lathrup Village’s Capital Improvement Policy?

A capital improvement project is a major, nonrecurring expenditure that meets one of more of the following criteria:

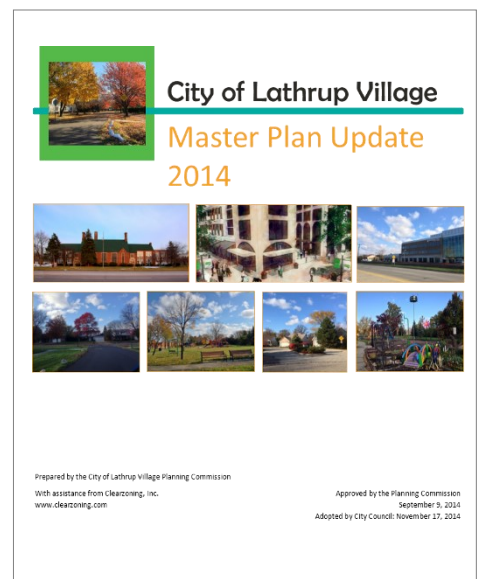
- Any acquisition of land for a public purpose which costs \$5,000 or more.
- Any construction of a new public facility (city building, water/sewer lines, pathways), or any addition to an existing public facility, the cost of which equals \$5,000 or more and has a useful life of three or more years.
- A nonrecurring rehabilitation (not to include annual/recurring maintenance) of a building, its grounds, a facility, or equipment, the cost of said rehabilitation being \$5,000 or more with a useful life of three or more years.
- Purchase of major equipment which, individually or in total, cost \$5,000 or more with a useful life of three or more years.
- Planning, feasibility, engineering, or design studies related to an individual capital improvement project, or program implemented through individual capital improvement projects, with a cost of \$5,000 or more and a useful life of three or more years.

What is the role of the City Planning Commission in the CIP process?

The Capital Improvement Program is a dynamic planning document, intended to serve as a tool to implement the City of Lathrup Village’s Master Plan. The Master Plan should correspondingly include capital improvement projects as well as guide long-term capital planning. The Planning Commission is uniquely qualified to manage the development and annual update of the City’s CIP, based on their role in creating and updating the city’s Master Plan. The Planning Commission’s role will ensure that public works projects are consistent with the land uses identified within the Master Plan. By making a recommendation of approval for the CIP to the City Council, the Planning Commission agrees that the projects outlined within it reasonably address the city’s capital improvement needs.



Lathrup Village City Hall



City of Lathrup Village Master Plan

The CIP is an essential link between planning for capital improvement projects and budgeting for them. Once approved by the City Council, the CIP can be used to develop the capital project portion of the city's budget. Those projects included in the CIP's first year (2019) potentially form the basis for the upcoming year's capital project budget. As the CIP is annually updated, a continuous relationship will be maintained between the CIP and the city's annual budget. The annual update to the CIP will typically occur in advance of the preparation of the city's budget.

What are the Benefits of Preparing a Capital Improvement Plan?

- Prudent use of taxpayer dollars
- Prioritizing projects across the needs of the community and across departments (an "apples-to-apples" comparison)
- Generating community support by inviting public input
- Promoting economic development
- Improving the city's eligibility for State and Federal grants
- Providing an implementation tool for the goals and objectives of the city's Master Plan
- Transparency in identification of high-priority projects
- Coordination / cost-sharing between projects



Book share in Lathrup Village Park



*City of Lathrup Village Police Department
Patrol Vehicle*

Program Areas

The following sections outline the Program Areas of the City of Lathrup Village's CIP:

1. Data Collection Process
2. Data Compilation Process
3. CIP Adoption Process

The components of the CIP are compiled and reported by Program Areas. The following table (Figure 1) displays the Program Areas used in this CIP (each assigned with a color). These program areas represent the stakeholders in the CIP.

FIGURE 1 CIP PROGRAM AREAS	
AD	Administrative
DPS	Department of Public Services
DDA	Downtown Development Authority
PR	Parks & Recreation
PD	Police Department
R	Roads
S	Sewer
W	Water

1. Data Collection

Each of the stakeholders outlined above has either a master plan or schedule that defines the needs and resource level within their respective area of responsibility. To more easily identify projects, standard forms were created that allow the stakeholders to define their projects and resource allocation levels. The standard forms used for data collection are found in the Appendix.

In 2018, before projects were ranked, a subcommittee consisting of three planning commission members was selected to oversee the project ranking process. A meeting with the subcommittee and other involved stakeholders was convened, where the CIP and ranking process was explained in detail. Projects were then scored using the project ranking forms found in the appendix. Because the 2019 updated CIP is not significantly different than last year, the subcommittee did not meet in 2019, but the full PC did review the draft CIP twice before the public hearing.

A definition of the standard CIP forms is provided as follows:

- **Project Application Form** - Consists of project descriptions, schedules, necessity, and possible sources of funding. The information provides an understanding of the overall scope of each project and how it is valued within its program area and within the City. While stakeholders may be aware of major projects further out on the horizon, only those planned for within the six-year window of the 2019-2025 CIP were included.
- **Project Cost Detail Form** - Consists of a matrix of six (6) budget years across the top of the form and a listing of costing components along the side of the form. The form is split into two (2) parts; the upper half is the capital cost for the project and the lower half is the cost of operations or maintenance for that project if applicable. Recognition of the operations and maintenance costs of a project is a valuable tool in forecasting future needs for resource allocation. Investment in a new facility is only worthwhile if there are funds available to operate and maintain it.
- **Project Rating Form** - This form is used when new projects are identified but cannot all be funded within a given fiscal year. The forms are used to rate both the importance and impact of a project within its program area and within the city. The ratings are weighted with emphasis given to those projects that are mandated by law, by agreement, or because they are a matter affecting health safety and welfare. Projects without a ranking were not competing for funding, either because they are mandatory or because no other similar projects were proposed.

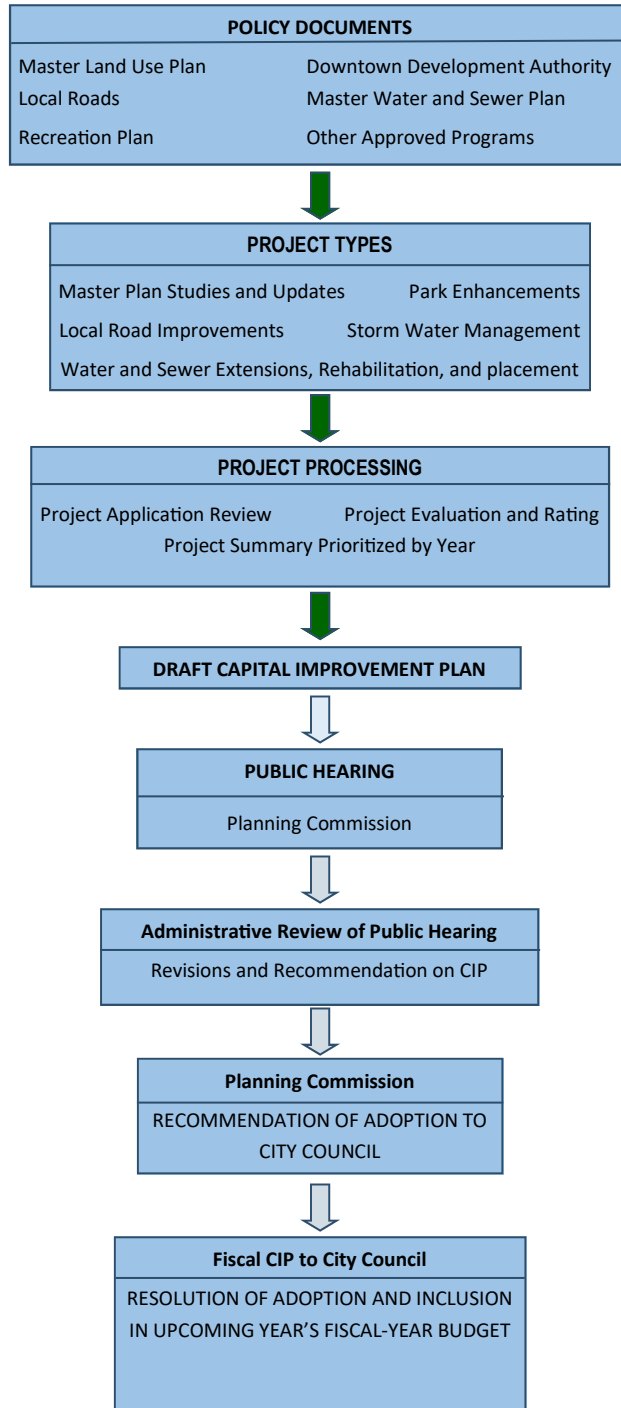


Repaving Meadowbrook Way (before: top, and after: bottom)

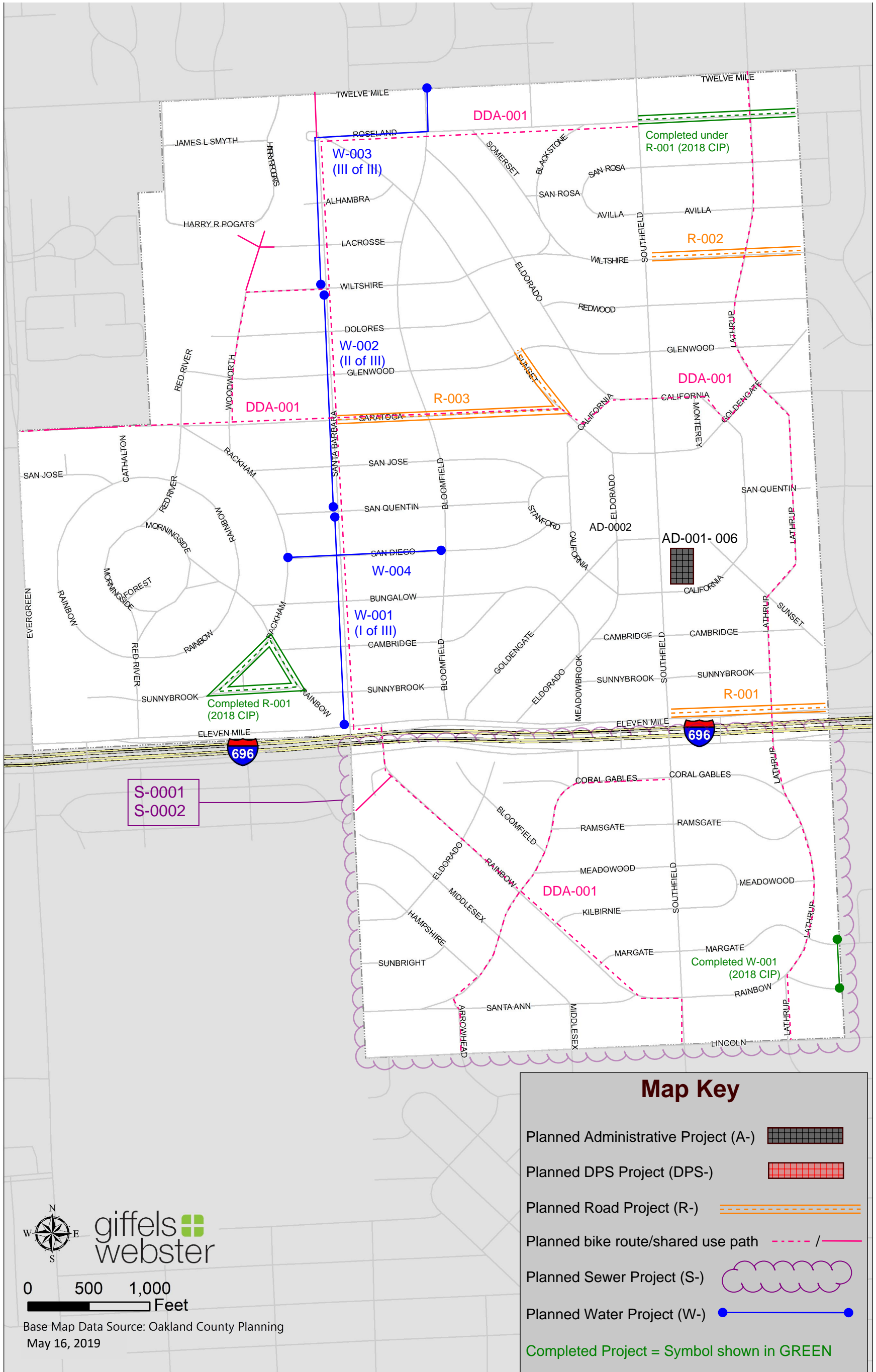
2. Data Compilation. The information received from the stakeholders has been compiled into a Project Summary Worksheet. This worksheet contains all of the projects in the CIP over six (6) budget years with a cost summary of each budget year by program area and for the entire CIP. Included with the worksheet is the listing of possible funding sources and an estimate of the city's share for each project. The project summary worksheet can be found in the Appendix of this CIP.

3. CIP Adoption Process. The adoption process involves a public hearing to solicit citizen input. The CIP will then be modified (if necessary), approved by the city Planning Commission (via a formal recommendation for approval to the City Council), and forwarded to the City Council for adoption. Adoption of the CIP by the City Council does not constitute an authorization to commit resources to any project. This approval is recognition of a plan for projects within the community that may move toward implementation in the future. The projects included within Year 1 of the Capital Improvement Plan potentially form the basis for the upcoming year's capital projects budget. An outline of the process is displayed in Figure 2 on the following page.

FIGURE 2 - CIP ADOPTION PROCESS



2019 CIP Project Map



0 500 1,000 Feet

Base Map Data Source: Oakland County Planning
May 16, 2019

Map Key

- Planned Administrative Project (A-)
- Planned DPS Project (DPS-)
- Planned Road Project (R-)
- Planned bike route/shared use path
- Planned Sewer Project (S-)
- Planned Water Project (W-)
- Completed Project = Symbol shown in GREEN

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Administrative

The City Administrator is responsible for the efficient administration of all City Departments, ensuring all laws and ordinances are enforced, development of an annual budget, and maintenance of an accounting system that shall conform with the laws and generally accepted accounting principles. The administrative departments include the office of the City Administrator, Treasurer, City Clerk, and the City's boards and commissions. This category also includes general inter-departmental needs such as copiers, printers and other office equipment.

AD-001	Server
Project year: 2019—2020	Server will become ineligible for upgrades. Need to upgrade this critical piece of equipment.
Est. Cost : \$7,500	
Funding: General Fund	
Ranking TBD	
AD-002	Office Equipment
Project year: 2019—2020	Ongoing replacement and upgrading of computers.
Est. Cost : \$5,000	
Funding: General Fund	
Ranking TBD	
AD-003	Cable TV Equipment
Project year: 2019—2020	Bring in house the recording of events instead of renting or contracting for the equipment. Looking at the initial purchase of two cameras instead of the three on the estimate
Est. Cost : \$15,000	
Funding: General Fund	
Ranking TBD	
AD-004	Community Room—Kitchen Rehab
Project year: 2019—2020	This space gets a lot of usage for events and rentals and needs updating. The kitchen in particular has drawers and cabinets that are falling off and the locks need to be replaced.
Est. Cost : \$7,500	
Funding: General Fund	
Ranking TBD	
AD-005	Generator
Project year: 2019—2020	City Hall has experienced frequent power outages, resulting in having to close offices and the loss of rental income. Emergency generator would allow for basic functions to remain operational.
Est. Cost : \$15,000	
Funding: General Fund	
Ranking TBD	
AD-006	City Hall—2nd floor carpet
Project year: 2019—2020	Carpet has become worn and is creating a trip hazard.
Est. Cost : \$5,000	
Funding: General Fund	
Ranking TBD	

AD-007	BS&A Software
Project year: 2019-2020	Project and property information tracking software.
Est. Cost : \$5,000	
Funding: General Fund	
Ranking TBD	

Department of Public Services

Lathrup Village has maintained a contract with the private company Lathrup Services to manage all of its public service provisions. Services such as water main repair, snow plowing, landscaping and general maintenance and repairs fall into this category.

DPS-001	New Parking Lot—DPS Building
Project year: 2020-2021	DPS parking lot is falling apart and salt/dirt are getting into the storm sewers. It is hard to maneuver and is unsafe.
Est. Cost: \$40,000	
Funding: General Fund	
Ranking TBD	
DPS-002	Rear Parking Lot Resurfacing
Project year: 2021-2022	Lot is falling apart—thin blacktop should be concrete.
Est. Cost: \$7,500	
Funding: General Fund	
Ranking TBD	
DPS-003	Metal Roof for DPS Building
Project year: 2021-2022	Roof of DPS building leaks and needs to be patched every year.
Est. Cost : \$30,000	
Funding: General Fund	
Ranking TBD	
DPS-004	Covered Parking—DPS Building
Project year: TBD	Outside covered parking for equipment would help extend the life of equipment.
Est. Cost : TBD	
Funding: General Fund	
Ranking TBD	
DPS-005	Backhoe Tractor
Project year: 2020-2021	Current tractor is 12 years old and in need of replacement.
Est. Cost : \$80,000	
Funding: General Fund	
Ranking TBD	
DPS-006	Leaf Vac
Project year: TBD	Newest vac is three years old; next oldest is 12 years old and needs to be moved to backup status to ensure continuation of leaf program.
Est. Cost : TBD	
Funding: General Fund	
Ranking TBD	

DPS-007		Hotpatch Trailer
Project year:	TBD	A new trailer is needed to keep patch pliable and speed up the process of keeping roads in good condition.
Est. Cost :	TBD	
Funding:	General Fund	
Ranking	TBD	
DPS-008		New 4WD Pick-up truck
Project year:	TBD	Current truck is from 2006 and is in need of replacement
Est. Cost :	TBD	
Funding:	General Fund	
Ranking	TBD	
DPS-009		New bed for flatbed
Project year:	TBD	Truck is in good condition but bed has rusted from salt use
Est. Cost :	TBD	
Funding:	General Fund	
Ranking	TBD	

Downtown Development Authority

The DDA has proposed improvements to Southfield Road at the gateways to the City as incremental improvements while the Southfield Road improvement project awaits federal funding priority. These projects will bolster economic development efforts to keep Lathrup Village competitive and attractive for business development. Streetlight Improvements include transitioning street lights to LEDs and installment of additional streetlights in the Village Center, which will improve lighting and create a more walkable, safe, downtown.

DDA-001	Complete Streets
Project year: 2020-2021	Implement city's complete streets non-motorized transportation plan as adopted in 2011
Est. Cost : \$40,000	
Funding: Grants Funds	
Ranking TBD	
DDA-002	Parking Lot addition
Project year: 2022-2023	Construct (14) 10' x 20' parking spaces of porous asphalt, south of existing city hall.
Est. Cost : \$35,000	
Funding: DDA Funds	
Ranking TBD	
DDA-003	Streetlights in Village center
Project year: 2020-2021	Install new streetlights in Village Center area
Est. Cost : \$91,000	
Funding: General Fund	
Ranking TBD	

Parks and Recreation

The Recreation Department includes upgrades to City Parks, Community Room, and Fitness Center. The City's parks are in need of restoration and upgrades to maintain safety and accessibility. Several parks are in need of additional wood chips and landscaping around play equipment in order to ensure safety of use. Drainage improvements around recreational amenities are additionally needed to reduce instances of standing water and to protect accessibility.

PR-001	Resurfacing and Drainage at Sarackwood Park
Project year: 2020-2021	Sarackwood Park improvements
Est. Cost : \$10,000	
Funding: General Fund	
Ranking TBD	
PR-002	Wood Chips
Project year: 2019-2020	Park improvements
Est. Cost : \$15,000	
Funding: General Fund	
Ranking TBD	
PR-003	SMART Van
Project year: 2019-2020	Opportunity for grant funds with City match
Est. Cost : \$20,000	
Funding: General Fund	
Ranking TBD	

Public Safety (Police Department)

The Lathrup Village Police Department offers full policing services to its residents including routine patrol, traffic enforcement, detective services, community relations, and other specialized functions. Lathrup Village holds the distinction of being one of the Oakland County's safest cities.

PD-001	Tasers
Project year: 2019-2020	Tasers increase officer safety and reduce liability to department by reducing lethal force.
Est. Cost : \$17,800 (\$4,450 x 5 yrs.)	
Funding: Police Fund	
Ranking TBD	
PD-002	Camera System
Project year: 2019-2020	Audio/visual recording system throughout city hall will reduce liability to city / events and assist with complaints.
Est. Cost : \$25,000	
Funding: Police Fund	
Ranking TBD	
PD-003	Lexipol
Project year: 2020-2021	Online officer training software
Est. Cost : \$6,124	
Funding: Police Fund	
Ranking TBD	
PD-004	Interview Room Cameras
Project year: 2019-2020	Audio/video recording system needed to meet state mandated minimum requirements for an interview room
Est. Cost : \$5,200	
Funding: Police Fund	
Ranking TBD	
PD-005	In-car computers
Project year: 2020-2021	In-car computers are needed for in-car activity logs, crashes, citations and reports
Est. Cost : \$6,000	
Funding: Police Fund	
Ranking TBD	
PD-006	Police Vehicle
Project year: 2020-2021	Need to replace older unit in fleet
Est. Cost : \$45,000	
Funding: Police Fund	
Ranking TBD	

PD-007		Communication System
Project year:	2020-2021	Police communication equipment is needed for patrol vehicles and offices prep radios
Est. Cost :	\$60,000	
Funding:	Police Fund	
Ranking	TBD	
PD-008		New Police Department Building
Project year:	2024	Larger police building is needed to accommodate growth - the current station is at capacity
Est. Cost :	TBD	
Funding:	Bond/Grant/Millage	
Ranking	TBD	

Roads

The City of Lathrup Village has 26.2 miles of local roads and 7.36 miles of major streets. In each year since 2012, the city has dedicated an equivalent of 1.5 to 2 mils of taxable value to repaving local roads. While this did constitute a major increase in funding from previous years, it should be noted that based on the engineer's industry experience, the entire street system should be put on a 15-20 year resurfacing cycle. The overall goal is to provide an adequate level of road maintenance within the local street system; however, based on the long term estimates, a 20-year resurfacing cycle would require an annual contribution of \$495,000+ (or approximately 4.2 mils) and adjusted in each subsequent year based on inflation. This will require ongoing discussion and policy-setting by City Council.

R-001	2019 Paving Program	
Project year:	2019-2020	Resurfacing .25 miles of major roads. WB Eleven Mile from the east City border to Southfield Rd. (Includes 25% engineering/MDOT paperwork fee) Lathrup Village received a \$250,000 federal grant to offset the cost of this project
Est. Cost :	\$394,400	
Funding:	Roads	
Ranking	TBD	
R-002	2020 Paving Program	
Project year:	2020-2021	Resurfacing .25 miles of local streets. E. Wiltshire from Southfield Rd. to east City limits and TBD (includes 17% engineering fee)
Est. Cost :	\$397,000 (\$147,000 city)	
Funding:	Local/Major Roads	
Ranking	TBD	
R-003	2021 Paving Program	
Project year:	2021-2022	Resurfacing .40 miles of local streets. Saratoga from Santa Barbra to Sunset and Sunset from California to Glenwood. (Includes 17% engineering fee)
Est. Cost :	\$180,000	
Funding:	Local/Major Roads	
Ranking	TBD	
R-004	2022 Paving Program	
Project year:	2022-2021	Resurfacing approx. .40 miles of local streets. Street segments to be determined. (Includes 17% engineering fee)
Est. Cost :	\$180,000	
Funding:	Local/Major Roads	
Ranking	TBD	

Southfield Road Project

The City of Lathrup Village is bisected by Southfield Road, our community's major commercial thoroughfare. For decades, there has been discussion surrounding the redevelopment of Southfield Road from Mt. Vernon in Southfield to Beverly Road in the City of Beverly Hills. A steering committee comprising representatives from Lathrup Village, the city of Southfield, village of Beverly Hills, the Michigan Department of Transportation, and the Road Commission of Oakland County have overseen the environmental assessment of the project.

Sanitary Sewer

The Lathrup Village sanitary sewer system consists of approximately 145,000 linear feet (lft) of sewers ranging in size from 8 inch to 24 inches in diameter. Of the 145,000 lft of sewer, the older portion of the system is comprised of approximately 118,900 (82%) of vitrified clay pipe, while the newer portion of the system is comprised of approximately 26,100 (18%) lft of concrete pipe. Constructed in the 1920's as a combined sewer system, the city converted it to a dedicated sanitary sewer system in the 1960's (meaning that storm water and sanitary water are not permitted to mix). It is believed that all residents and businesses within the city are connected to the sanitary sewer and there are no active septic systems. Since the City of Lathrup Village reached its full development capacity the sanitary sewer system covers the entire city with no need for expansion.

During the construction of I-696, the system was severed and divided into a northern and a southern system that are metered and discharged into the Evergreen Farmington Sewage Disposal System (EFSDS). The sewer system north of I-696 is routed to a 3-million-gallon retention tank which is located at the west end of Sunnybrook, near Evergreen Road north of I-696. This facility is currently receiving significant maintenance and repair in order to safeguard the operation of the system.

In 2012 and 2013, all sanitary sewers on the south side of I-696 were cleaned and visually inspected for apparent structural failures and signs of inflow and infiltration (I & I) and found that approximately 66% of the sewers that were assessed were in need of repairs. The city engineer recommended that Lathrup Village repair the identified sewers in an effort to provide structural improvements to sewers with multiple cracks within the sewer segment and reduce the amount of infiltration of ground water. According to the project's final report, the majority of the defects can be addressed by either grouting the sewer joints or by installing cured-in-place pipe (CIPP). The following map depicts the sewers locations recommended for either joint-grouting or CIPP.

The City of Lathrup Village sewer system is a separated system but still considered a "wet" system due to the presence of footing drains. The City's upgrades and maintenance over the past 15 years has been done with the primary goal of "drying out" or removing the ground and storm water from the system; however, recent studies by the Oakland County Water resource commissioner's office has called into question the effectiveness of relining sewer mains and grouting joints as a method of lowering inflow and infiltration (I & I). Their current hypothesis is that the sanitary sewer leads and footing drains contribute enough I & I to negate any benefits gained from sealing sewer mains. The relining process does add structural integrity to the system which prevents against failures and collapse. The cost of sanitary sewer capital projects is calculated into annual sewer rates and paid through monthly water and sewer billing.

Storm Sewer

Of the four infrastructure categories of public infrastructure (sanitary sewer, storm sewer, roads and water), the city's storm sewer system has received the least amount of resources and attention in the last decade. Upkeep of ditches, culverts, and drains found in the right-of-way is, by City ordinance, the responsibility of the adjoining property owner.

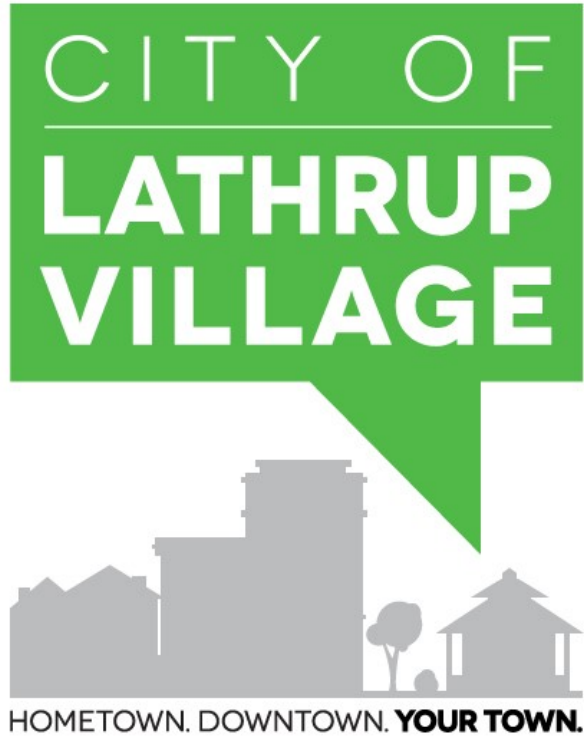
For many blocks, ditches have not been properly maintained and the culverts have become damaged or have been shifted by the freeze/thaw cycle rendering them unable to perform their function. The result is a storm system that functions at a level below full capacity and leaves standing water in ditches for days following rainstorms. Poor maintenance on culverts have left them slow to drain or impassible, preventing storm water from reaching the proper drains which send water to the Rouge River. The current state of the storm and ditch system impacts the subsurface ground water levels and the volume of flow in the city's sanitary sewer system.

Over the next six years, an aggressive maintenance and re-ditching program will be implemented through our contract with Lathrup Services LLC. Given the scope of the repairs that are needed, this program could take over ten years to complete. Areas where ditches could be enclosed with corrugated drain pipes will also be studied. There was a successful pilot project on the 17300 section of Rainbow Drive, which included new approach work. If the success of that project can be replicated through cost sharing or a specific millage, the city may be able to remove the need for homeowner ditch maintenance.

S-001	2018 + 2019 Sewer Improvements
Project year: 2019-2020	Grout approx. 4,500' of sewers (1,500 joints) to reduce the amount of infiltration entering the sewer system. Section 624 (south of 696; PH I+II of II) (Includes 20% engineering fee)
Est. Cost : \$180,000	
Funding: Sewer Fund	
Ranking TBD	
S-002	2020 Sewer Improvements
Project year: 2020-2021	Continue performing improvements to the sewer system to reduce infiltration. (Includes 20% engineering fee)
Est. Cost : \$120,000	
Funding: Sewer Fund	
Ranking TBD	
S-003	2021 Sewer Improvements
Project year: 2021-2022	Continue performing improvements to the sewer system to reduce infiltration. (Includes 20% engineering fee)
Est. Cost : \$120,000	
Funding: Sewer Fund	
Ranking TBD	
S-004	2022 Sewer Improvements
Project year: 2022-2023	Continue performing improvements to the sewer system to reduce infiltration. (Includes 20% engineering fee)
Est. Cost : \$120,000	
Funding: Sewer Fund	
Ranking TBD	

W-001	2019 Water Main Repair Program (I of III)	
Project year:	2019-2020	Install approx. 1,700' of new 12" water main from 11 Mile to San Quentin. (Santa Barbara Phase I of III) (Includes 7% engineering fee)
Est. Cost :	\$340,000	
Funding:	Water Fund	
Ranking	TBD	
W-002	2020 Water Main Repair Program (II of III)	
Project year:	2020-2021	Install approx. 1,700' of NEW 12" water main from San Quentin to Wiltshire (Santa Barbara Phase II of III) (Includes 7% engineering fee)
Est. Cost :	\$500,000	
Funding:	Water Fund	
Ranking	TBD	
W-003	2021 Water Main Repair Program (III of III)	
Project year:	2021-2022	Install approx. 1,700' of NEW 12" water main from Wiltshire to 12 Mile. (Santa Barbara Phase III of III) (Includes 7% engineering fee)
Est. Cost :	\$180,000	
Funding:	Water Fund	
Ranking	TBD	
W-004	2021 Water Main Repair Program	
Project year:	2021-2022	Replace approx. 650' of existing 6" water main (1928) located in San Diego from Rackham to Bloomfield (San Diego Phase I of II) (Includes 7% engineering fee)
Est. Cost :	\$325,000	
Funding:	Water Fund	
Ranking	TBD	
W-005	2022 Water Main Repair Program	
Project year:	2022-2023	Replace approx. 1,000' of existing 6"/8" deteriorated water main at locations to be determined. (Includes 7% engineering fee)
Est. Cost :	\$200,000	
Funding:	Water Fund	
Ranking	TBD	
W-006	2023 Water Main Repair Program	
Project year:	2023-2024	Replace approx. 1,000' of existing 6"/8" deteriorated water main at locations to be determined. (Includes 7% engineering fee)
Est. Cost :	\$200,000	
Funding:	Water Fund	
Ranking	TBD	

W-007	Gate Valve replacement program
Project year: 2020-2026	The City's gate valves are very old and do not close correctly. Budget for the replacement of 27 valves per year for 6 years to replace all gate valves installed before 1930 . Useful life is 50 years.
Est. Cost : \$960,000 (\$160K x 6 years)	
Funding: TBD	
Ranking: TBD	
W-008	Fire Hydrant Replacement Program
Project year: 2019-2024	The City's fire hydrants are very old and experiencing operational issues. Budget for the replacement of 20 hydrants per year for 6 years to replace all hydrants installed before 1930 . Useful life is 50 years. (\$90,800 annually x 6 years)
Est. Cost : \$544,000	
Funding: Water Fund	
Ranking TBD	
W-009	Water Leak detection program
Project year: 2019-2024	The City is experiencing water losses nearing 30%. Leak detection will determine any leaking valves, hydrants, pipes, water services. Repairs may be needed to fix. Entire City would be assessed in 19/20; remaining years would perform half the city each year. Useful life is one - year. (\$12,000 1st year + \$6k per year)
Est. Cost : \$42,000	
Funding: Water Fund	
Ranking TBD	



Project Number	Project Title	Category	Year	Potential Funding Source	Funding Summary			FY 19/20		FY20/21		FY21/22		FY22/23		FY 23/24		FY24/25		After Sixth Year		
					Project Total	City Share	Other funding	Project Total	City Share	Project Total	City Share	Project Total	City Share	Project Total	City Share	Project Total	City Share	Project Total	City Share	Project Total	City Share	Project Total
AD-001	Server	Administrative	19/20	GF	\$ 7,500.00	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00													
AD-002	Office Equipment (2 for staff)	Administrative	19/20	GF	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00													
AD-003	Cable TV Equipment	Administrative	19/20	GF	\$ 15,000.00	\$ 15,000.00		\$ 15,000.00	\$ 15,000.00													
AD-004	Community Room - Kitchen Rehab	Administrative	19/20	GF	\$ 7,500.00	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00													
AD-005	Generator	Administrative	19/20	GF	\$ 15,000.00	\$ 15,000.00		\$ 15,000.00	\$ 15,000.00													
AD-006	City Hall 2nd floor carpet	Administrative	19/20	GF	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00													
AD-007	BS&A Software	Administrative	19/20	GF	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00													
TOTAL ADMINISTRATIVE					\$ 60,000.00	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DPS-001	New Parking Lot - DPS Building	DPS	20/21		\$ 40,000.00	\$ 40,000.00				\$ 40,000.00	\$ 40,000.00											
DPS-002	Rear Parking Lot resurfacing	DPS	21/22		\$ 7,500.00	\$ 7,500.00						\$ 7,500.00	\$ 7,500.00									
DPS-003	Metal Roof for DPS building	DPS	21/22		\$ 30,000.00	\$ 30,000.00						\$ 30,000.00	\$ 30,000.00									
DPS-004	Covered Pakring	DPS	TBD																			
DPS-005	Backhoe tractor	DPS	20/21		\$ 80,000.00					\$ 80,000.00	\$ 80,000.00											
DPS-006	Leaf Vac	DPS	TBD																			
DPS-007	Hotpatch trailer	DPS	TBD																			
DPS-008	New 4WD Pick-up truck	DPS	TBD																			
DPS-009	New bed for flatbed	DPS	TBD																			
TOTAL DPS					\$ 77,500.00	\$ 77,500.00	\$ -	\$ -	\$ -	\$ 120,000.00	\$ 120,000.00	\$ 37,500.00	\$ 37,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DDA-001	Complete Streets	Rec + Roads	18/19 - 19/20	GF or Grant	\$ 40,000.00	\$ 40,000.00		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00											
DDA-002	Parking Lot Addition	DDA	21/22	DDA Fund / Grant	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00						\$ 35,000.00	\$ 35,000.00								
DDA-003	Streetlights in Village Center	DDA	19/20	DDA Fund	\$ 91,000.00	\$ 91,000.00				\$ 91,000.00	\$ 91,000.00											
TOTAL DDA					\$ 166,000.00	\$ 166,000.00	\$ 35,000.00	\$ 20,000.00	\$ 20,000.00	\$ 111,000.00	\$ 111,000.00	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00							
PR-001	Resurfacing and Drainage @ Sarackwood Park	PR	19/20	TBD	\$ 10,000.00	\$ 10,000.00				\$ 10,000.00	\$ 10,000.00											
PR-002	Wood Chips - Park	PR	19/20	TBD	\$ 15,000.00	\$ 15,000.00				\$ 15,000.00	\$ 15,000.00											
PR-003	SMART Van	PR	19/20	Grant Match	\$ 20,000.00	\$ 40,000.00				\$ 20,000.00	\$ 20,000.00											
TOTAL PARKS					\$ 45,000.00																	
PD-0001	Tasers	Police	19/20	Police Budget	\$ 17,800.00	\$ 17,800.00		\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	
PD-0002	Camera System (City Hall / Admin)	Police	19/20	Police Budget	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00													
PD-0003	Lexipol	Police	19/20	Police Budget	\$ 6,124.00	\$ 6,124.00		\$ 6,124.00	\$ 6,124.00													
PD-0004	Interview Room Camera	Police	19/20	Police Budget	\$ 5,200.00	\$ 5,200.00		\$ 5,200.00	\$ 5,200.00													
PD-0005	In-car comuters	Police	20/21	Police Budget	\$ 6,000.00	\$ 6,000.00				\$ 6,000.00	\$ 6,000.00											
PD-0006	Police Vehicle	Police	20/21	Police Budget	\$ 45,000.00	\$ 45,000.00				\$ 45,000.00	\$ 45,000.00											
PD-0007	Communication System	Police	20/21	Police Budget	\$ 60,000.00	\$ 60,000.00				\$ 60,000.00	\$ 60,000.00											
PD-0008	New Police Department Building	Police	2024	Bond/Millage/Grant		TBD												TBD	TBD			
TOTAL POLICE					\$ 165,124.00	\$ 165,124.00	\$ -	\$ 40,774.00	\$ 40,774.00	\$ 115,450.00	\$ 115,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ -	\$ -	\$ -	\$ -
R-001	2019 Paving Program	Roads	19/20	L/M	\$ 394,400.00	\$ 147,400.00		\$ 394,400.00	\$ 147,400.00													
R-002	2020 Paving Program	Roads	20/21	L/M	\$ 180,000.00	\$ 180,000.00				\$ 180,000.00	\$ 180,000.00											
R-003	2021 Paving Program	Roads	21/22	L/M	\$ 180,000.00	\$ 180,000.00						\$ 180,000.00	\$ 180,000.00									
R-004	2022 Paving Program	Roads	22/23	L/M	\$ 180,000.00	\$ 180,000.00								\$ 150,000.00	\$ 1,501,000.00							
TOTAL ROADS					\$ 934,400.00	\$ 687,400.00	\$ -	\$ 394,400.00	\$ 147,400.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 150,000.00	\$ 1,501,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S-001	2018 + 2019 Sewer Improvements	Sewer	19/20	Sewer funds	\$ 180,000.00	\$ 180,000.00		\$ 180,000.00	\$ 180,000.00													
S-002	2020 Sewer Improvements	Sewer	20/21	Sewer funds	\$ 120,000.00	\$ 120,000.00				\$ 120,000.00	\$ 120,000.00											
S-003	2021 Sewer Improvements	Sewer	21/22	Sewer funds	\$ 120,000.00	\$ 120,000.00						\$ 120,000.00	\$ 120,000.00									
S-004	2022 Sewer Improvements	Sewer	22/23	Sewer funds	\$ 120,000.00	\$ 120,000.00								\$ 120,000.00	\$ 120,000.00							
TOTAL SEWER					\$ 540,000.00	\$ 540,000.00	\$ -	\$ 180,000.00	\$ 180,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
W-001	2019 Water Main Repair Program (I of III)	Water	19/20	Water Fund	\$ 340,000.00	\$ 340,000.00		\$ 340,000.00	\$ 340,000.00													
W-002	2020 Water Main Repair Program (II of III)	Water	20/21	Water Fund	\$ 500,000.00	\$ 500,000.00				\$ 500,000.00	\$ 500,000.00											
W-003	2021 Water Main Repair Program (III of III)	Water	21/22	Water Fund	\$ 180,000.00	\$ 180,000.00						\$ 180,000.00	\$ 180,000.00									
W-004	2021 Water Main Repair Program	Water	21/22	Water Fund	\$ 325,000.00	\$ 325,000.00						\$ 325,000.00	\$ 325,000.00									
W-005	2022 Water Main Repair Program	Water	22/23	Water Fund	\$ 200,000.00	\$ 200,000.00								\$ 200,000.00	\$ 200,000.00							
W-006	2023 Water Main Repair Program	Water	23/24	Water Fund	\$ 200,000.00	\$ 200,000.00										\$ 200,000.00	\$ 200,000.00					
W-007	Gate Vale Replacement	Water	19-24	Water Fund	\$ 960,000.00	\$ 960,000.00		\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	
W-008	Fire Hydrant Replacement Program	Water	19-24	TBD	\$ 544,800.00	\$ 544,800.00		\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	\$ 90,800.00	
W-009	Water Leak Detection	Water	19-24	TBD	\$ 42,000.00	\$ 42,000.00		\$ 12,000.00	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
TOTAL WATER					\$ 3,249,800.00	\$ 3,249,800.00	\$ -	\$ 590,800.00	\$ 590,800.00	\$ 750,800.00	\$ 750,800.00	\$ 755,800.00	\$ 755,800.00	\$ 450,800.00	\$ 450,800.00	\$ 450,800.00	\$ 450,800.00	\$ 250,800.00	\$ 250,800.00	\$ -	\$ -	\$ -



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Sheryl L. Mitchell, City Administrator

DATE: June 22, 2019

RE: MOTION TO APPROVE ADDITIONAL BUDGET AMENDMENTS FOR THE 2018-19 BUDGET YEAR.

We are approaching the end of the Fiscal Year 2018-19 Budget. Please find attached the proposed budget amendments based on the projected final revenues and expenses through to the year end, which ends of June 30, 2018.

FY 2018-2019 PROPOSED AMENDMENTS SUMMARY

FUND	FY 2018/2019 REVENUES (AMENDED)	FY 2018/2019 EXPENDITURES (AMENDED)	FUND BALANCE IMPACT
General Operating Fund	\$4,085,992	\$4,083,536	\$ 2,456
Major Streets	\$ 313,214	\$ 241,171	\$ 72,043
Local Streets	\$ 422,000	\$ 521,357	\$ (99,357)
Water	\$ 860,233	\$1,089,158	\$ (228,925)
Sewer	\$1,584,934	\$1,277,603	\$ 307,331
Debt Service			
Capital Acquisitions	\$ 95,700	\$ 95,875	\$ (185)
TOTAL ALL OPERATING FUNDS	\$7,266,373	\$7,308,699	
DDA	\$ 133,310	\$ 183,189	
TOTAL ALL FUNDS	\$7,399,683	\$ 7,491,888	

Motion by _____, Seconded by _____,

TO:

Approve the Budget Amendments as submitted by the City Administrator for the Fiscal Year 2018-19 Budget year.

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

REVENUES FISCAL YEAR - 18-19 BUDGET AMENDMENTS FUND/ACTIVITY	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
GENERAL FUND				
TAXES:				
General Operating	2,438,092	\$ 2,413,465	2,413,465	(24,627)
Public Safety	0	\$ -	0	0
Refuse Collection	365,705	\$ 362,150	362,150	(3,555)
Library	0	\$ -	0	0
Administrative Fee	75,000	\$ 77,172	77,172	2,172
Interest & Penalties	38,500	\$ 35,824	35,824	(2,676)
Total - All Taxes	2,917,297	\$ 2,888,612	2,888,611	(28,686)
STATE SHARED REVENUE	389,269	\$ 335,404	389,269	0
FEDERAL AND STATE GRANTS	0	\$ -	0	0
OTHER REVENUE	769,678	\$ 731,542	808,112	38,434
TRANSFER FROM OTHER FUNDS	0	\$ -	0	0
TRANSFER FROM FUND BALANCE	0	\$ -	0	0
Total - General Fund Revenues	4,076,244	\$ 3,955,558	4,085,992	9,748
MAJOR STREETS	367,214	\$ 235,419	313,214	(54,000)
LOCAL STREETS	331,047	\$ 385,406	422,000	90,953
WATER	860,233	\$ 759,558	860,233	0
SEWER	1,584,934	\$ 1,355,281	1,584,934	0
DEBT SERVICE	0	\$ -	0	0
CAPITAL ACQUISITION FUND	95,500	\$ 95,679	95,700	200
Total - All Operating Funds	7,315,172	\$ 6,691,221	7,266,373	46,701

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

FISCAL YEAR - 18-19 OTHER REVENUE	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Miscellaneous	12,000	10,942	10,500	(1,500)
Investment Interest	19,000	27,036	27,000	8,000
Delq Personal Property Revenue	7,000	11,923	11,923	4,923
Workers Comp Dividend	0	0	0	0
Spec Assessment - Eldorado	0	0	0	0
Metro Authority - Fee	15,000	15,472	15,472	472
Building Permits	70,000	119,313	125,000	55,000
Property & Liability Dividend Rev	6,716	6,716	6,716	0
Zoning, Site, & Special Permits	3,000	3,059	3,153	153
Plumbing/Heating Permits	24,500	26,627	27,300	2,800
Electrical Permits	20,000	12,939	14,000	(6,000)
Licenses & Registrations	9,000	7,630	8,000	(1,000)
Dog & Cat Licenses	1,000	923	1,000	0
Cable TV	120,000	117,040	145,000	25,000
MJTC Project - 302 Funds	929	2,474	2,474	1,545
SMART Credits	35,000	0	0	(35,000)
District Court Fines	125,000	85,590	95,000	(30,000)
Community Development - CDBG	8,000	13,602	14,670	6,670
Sidewalks	0	0	0	0
Weed Control Revenue	0	0	0	0
Metro-PCS Lease Payments	45,000	37,921	39,644	(5,356)
AT & T Lease	55,000	55,815	60,074	5,074
DPS Rent from Water	4,917	4,917	4,917	0
Equipment Pool Rentals	0	0	0	0
Administrative Charge to Roads	1,639	1,639	1,639	0
BC/BS - Retirees Spouse	0	0	0	0
Employee Benefit Contribution	30,000	30,000	30,000	0
Recreation	35,000	15,416	18,600	(16,400)
Tree Sales, Wood Chips, etc.	0	0	0	0
Comm Room & Bldg. Rent Revenue	55,000	61,712	67,270	12,270
Police Charges	15,000	12,146	13,500	(1,500)
SOCRRA Refund	0	0	0	0
Election Reimbursements	0	0	0	0
Grant- State	0	4,084	4,084	4,084
Police Forfeitures - Federal	0	0	0	0
Workers Comp Reimbursement	0	0	0	0
Public Services Reimbursement	21,000	9,430	23,500	2,500
Insurance Reimbursement	6,888	6,888	6,888	(0)
Insurance Recoveries	9,212	14,411	14,411	5,199
Sale of Abandoned Property	0	0	0	0
Sale of Fixed Asset	627	627	627	0
Donations	14,250	15,250	15,750	1,500
Total - Other Revenue	769,678	731,542	808,112	38,434

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

SUMMARY OF EXPENDITURES FISCAL YEAR - 18-19	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
GOVERNMENT SERVICES	477,026	426,065	538,432	61,406
ADMINISTRATION	574,988	544,149	613,772	38,784
BUILDING AND GROUNDS	114,928	114,671	130,678	15,750
POLICE DEPARTMENT	2,062,236	1,766,908	2,005,270	(56,966)
PUBLIC SERVICES (DPS)	141,736	121,155	134,421	(7,315)
LEAF COLLECTION	11,000	4,888	4,888	(6,112)
REFUSE COLLECTION	350,000	284,977	350,000	0
RECREATION	121,816	48,059	66,555	(55,261)
GENERAL CONTINGENCY	239,520	239,520	239,520	0
Total - General Fund	4,093,250	3,550,390	4,083,536	(9,714)
MAJOR STREETS	214,917	217,147	241,171	26,254
LOCAL STREETS	540,598	480,332	521,357	(19,242)
WATER	1,125,466	795,327	1,089,158	(36,308)
SEWER	1,466,117	1,023,790	1,277,603	(188,514)
CAPITAL ACQUISITION	94,100	95,875	95,875	1,775
DEBT SERVICE	0	0	0	0
Total - All Funds	7,534,448	6,162,860	7,308,699	(225,749)

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 GOVERNMENT SERVICES	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Unemployment Insurance	100	96	100	0
Workers Comp. Insurance	2,500	9,489	9,489	6,989
Office Supplies	6,000	5,499	6,000	0
Code Enforcement	2,000	1,280	2,000	0
Tax Tribunal Returns	2,000	0	0	(2,000)
Building Trade Inspections	80,000	103,665	138,500	58,500
Memberships & Meetings	5,000	6,867	7,000	2,000
MI First Inspections- Expense	0	0	0	0
Cable TV	35,000	33,617	35,000	0
Citizen Communications/PR	10,000	9,816	10,000	0
Audit Service	25,559	25,559	25,559	0
Telephone	16,000	16,446	19,500	3,500
Vehicle Expense	6,000	6,686	7,200	1,200
City Appreciation	2,000	0	0	(2,000)
Training	6,000	5,956	6,000	0
City Planning	3,000	2,759	3,000	0
Beautification	2,000	1,735	1,735	(265)
C.D.B.G. Projects	15,000	12,135	12,200	(2,800)
Printing/Publication Cost	10,000	12,731	12,731	2,731
Postage Meter	6,000	1,760	2,200	(3,800)
Liability Insurance	24,256	24,256	24,256	0
Miscellaneous	0	0	0	0
Government Operations	45,000	32,151	35,000	(10,000)
Technology	25,000	28,051	28,051	3,051
Library Payment	128,611	59,969	124,111	(4,500)
Community Center Expense	20,000	25,544	28,800	8,800
Unfunded Pension Liability	0	0	0	0
27907 California Dr N.E.	0	0	0	0
19600 Forest Drive - Expenditures	0	0	0	0
Total - Government Services	477,026	426,065	538,432	61,406

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 ADMINISTRATION	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	322,395	278,130	310,000	(12,395)
Salaries & Wages - Temp.	4,000	2,355	3,000	(1,000)
Taxes & Fringe Benefits	118,879	158,548	180,000	61,121
Code Enforcement - Legal	20,000	9,783	15,000	(5,000)
Elections	14,164	14,199	14,199	35
Legal Services	60,000	47,174	57,000	(3,000)
Board of Review	550	573	573	23
County Equalization Services	35,000	33,386	34,000	(1,000)
Total - Administration	574,988	544,149	613,772	38,784

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 BUILDING & GROUNDS	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	0	0	0	0
Salaries & Wages - Temp.	31,000	26,331	31,000	0
Fringe Benefits	0	0	0	0
Building Utilities	40,000	38,975	43,500	3,500
Building Maintenance	28,000	38,299	45,000	17,000
Building - Grants	7,928	7,928	7,928	0
Building Authority Lease	0	0	0	0
Vehicle Maintenance Expense	0	0	0	0
Equipment Maintenance	2,500	139	250	(2,250)
Parking Lots & Grounds	5,500	2,999	3,000	(2,500)
Workers Comp. Insurance	0	0	0	0
Total - Building & Grounds	114,928	114,671	130,678	15,750

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 PUBLIC SAFETY	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	621,363	539,826	621,363	0
Salaries & Wages - Temp.	146,290	99,935	112,000	(34,290)
Salaries & Wages - O.T..	75,000	53,768	65,000	(10,000)
Taxes & Fringe Benefits	378,232	337,396	378,232	0
Unemployment Insurance	550	186	250	(300)
Uniforms	10,000	12,034	15,000	5,000
Worker's Comp. Insurance	11,500	15,500	15,500	4,000
Office Supplies	5,000	4,164	5,000	0
Office Machines	5,000	3,153	5,000	0
Publications/Document Reducing	1,000	665	700	(300)
Code Enforcement/Training & Supplies	0	0	0	0
Police Reserves	1,000	725	725	(275)
Training	14,000	13,245	15,500	1,500
Firearms Training	4,500	2,272	6,000	1,500
Fire Service Contract	676,101	602,365	660,000	(16,101)
Telephone	10,000	7,680	9,000	(1,000)
Radio Communication	16,200	8,550	12,500	(3,700)
Vehicle	40,000	30,051	40,000	0
Liability Insurance	24,000	24,000	24,000	0
Memberships & Meetings	3,500	2,850	4,000	500
MJTC Grant	0	0	0	0
Crime Prevention	3,000	438	3,000	0
Animal Control	1,500	982	1,500	0
Youth & Drug Program	1,000	999	1,000	0
Police Forfeiture	0	0	0	0
Miscellaneous	0	0	0	0
Motorcycle Lease	0	0	0	0
Prisoner Lockup	10,000	4,471	6,500	(3,500)
State of MI Lein use	0	0	0	0
Road Supplies	2,000	1,291	2,000	0
Evidence Supplies	1,500	362	1,500	0
Total - Public Safety	2,062,236	1,766,908	2,005,270	(56,966)

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 PUBLIC SERVICES	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
DPS				
Salaries & Wages - Perm.	0	0	0	0
Salaries & Wages - Temp.	0	0	0	0
Taxes & Fringe Benefits	8,400	4,857	5,500	(2,900)
Office Supplies	0	0	0	0
Utilities	21,000	16,633	20,000	(1,000)
Park Maintenance	5,000	380	1,000	(4,000)
Equipment Maintenance	2,500	5,335	5,335	2,835
Sidewalk Maintenance	2,500	114	250	(2,250)
Contractual Services	102,336	93,836	102,336	0
Total - DPS	141,736	121,155	134,421	(7,315)
LEAF COLLECTION				
Salaries & Wages - Temp.	0	0	0	0
Miscellaneous	0	0	0	0
Refuse Equipment Expense	11,000	4,888	4,888	(6,112)
Total - Leaf Collection	11,000	4,888	4,888	(6,112)
REFUSE COLLECTION				
SOCRRA Fees	350,000	284,977	350,000	0
Collection Contract	0	0	0	0
Total - Refuse Collection	350,000	284,977	350,000	0
Total - Public Services	502,736	411,019	489,309	(13,427)

Proposed FY 2018-2019 Budget Amendments
Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 RECREATION	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Full Time	30,900	18,077	21,000	(9,900)
Taxes & Fringe Benefits	9,916	5,554	6,800	(3,116)
Office Supplies	500	229	250	(250)
Bus Transportation	3,000	0	0	(3,000)
Other Recreation Programs	35,000	179	10,000	(25,000)
Senior Activities	1,000	5	5	(995)
Children/Youth Programs	0	0	0	0
Community Events	20,000	17,964	21,000	1,000
Recreation Center	0	0	0	0
Fitness Center	1,000	0	0	(1,000)
Special Programs/Sporting Events	7,000	0	0	(7,000)
Concerts in the Park	13,000	5,550	7,000	(6,000)
Workers Comp. Insurance	500	500	500	0
Total - Recreation	121,816	48,059	66,555	(55,261)

Proposed FY 2018-2019 Budget Amendments
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EXPENDITURES FISCAL YEAR - 18-19 CONT. & RESERVE	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
GENERAL CONTINGENCY				
Miscellaneous	0	0	0	0
DDA	0	0	0	0
Total - General Contingency	0	0	0	0
CAPITAL RESERVE FUND				
Capital Expenditure	94,100	94,100	94,100	0
Transfer to Local Streets	145,420	145,420	145,420	0
Transfer out to Sewer	0	0	0	0
Total - Reserve Fund	239,520	239,520	239,520	0
Total - Cont. & Reserve	239,520	239,520	239,520	0

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EXPENDITURES FISCAL YEAR - 18-19 MAJOR STREETS	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	0	0	0	0
Salaries & Wages - Admin.	5,250	4,813	5,250	0
Salaries & Wages - Temp.	0	0	0	0
Taxes & Fringe Benefits	4,005	1,125	2,500	(1,505)
Contractual Services	52,853	48,445	52,853	0
Office Supplies	0	0	0	0
Public Service Building	0	0	0	0
Audit Services	5,253	5,253	5,253	0
Roadside Parks	0	0	0	0
Transfer to Local Streets	67,056	67,056	67,056	0
Admin. & Engineering	5,000	2,074	2,100	(2,900)
Road Construction	0	0	0	0
Road Maintenance	5,000	2,956	5,000	0
Roadside Maintenance	5,000	4,122	5,500	500
Equipment Rental	5,000	0	0	(5,000)
Traffic Controls	25,000	14,352	20,000	(5,000)
Snow & Ice Removal	5,500	6,263	6,263	763
Non-Motor Facilities	0	0	0	0
Forestry	30,000	16,293	25,000	(5,000)
Capital Expenditure	0	44,396	44,396	44,396
Total - Major Streets	214,917	217,147	241,171	26,254

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EXPENDITURES FISCAL YEAR - 18-19 LOCAL STREETS	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	0	0	0	0
Salaries & Wages - Admin.	5,250	4,813	5,250	0
Salaries & Wages - Temp.	0	0	0	0
Taxes & Fringe Benefits	4,274	1,125	4,274	0
Contractual Services	52,853	48,445	52,853	0
Office Supplies	0	0	0	0
Public Service Building	1,000	0	0	(1,000)
Audit Services	3,121	3,121	3,121	0
Admins. & Engineering	0	0	22,100	22,100
Road Construction	0	0	0	0
Road Maintenance	340,000	355,473	357,000	17,000
Roadside Maintenance	1,100	404	1,100	0
Equipment Rental	2,000	0	0	(2,000)
Traffic Controls	4,000	0	0	(4,000)
Snow & Ice Removal	5,000	6,263	6,263	1,263
Non-Motor Facilities	2,000	0	0	(2,000)
Forestry	30,000	16,292	25,000	(5,000)
Capital Expenditure	90,000	44,396	44,396	(45,605)
Total - Local Streets	540,598	480,332	521,357	(19,242)

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EXPENDITURES FISCAL YEAR - 18-19 WATER	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	17,888	16,402	19,750	1,862
Taxes & Fringe Benefits	68,414	90,392	100,000	31,586
OPEB Expense	7,654	0	7,654	0
Pension Expense	1,626	0	1,626	0
Contractual Services	59,397	55,206	59,397	0
Office Supplies	0	0	0	0
Water System Maintenance	80,000	95,887	80,000	0
Billing Services	20,000	9,369	10,000	(10,000)
Audit Service	4,881	4,881	4,881	0
Telephone	0	0	0	0
Liability Insurance	6,989	6,989	6,989	0
Water Purchases	325,600	328,695	392,000	66,400
Rent & Utilities	4,917	4,917	4,917	0
Equipment Replacement	20,000	544	544	(19,456)
Administration and Engineering	0	0	0	0
Vehicle & Equip. Expense	0	0	0	0
Miscellaneous	3,100	0	1,400	(1,700)
Capital Expenditure	5,000	0	0	(5,000)
Water Main Project	500,000	182,044	400,000	(100,000)
Unfunded Pension Liability	0	0	0	0
Total - Water	1,125,466	795,327	1,089,158	(36,308)

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Submitted for City Council Approval June 22, 2019

EXPENDITURES FISCAL YEAR - 18-19 SEWER	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Salaries & Wages - Perm.	17,888	18,042	19,750	1,862
Taxes & Fringe Benefits	15,326	23,412	28,800	13,474
Contractual Services	59,397	54,437	59,397	0
Office Supplies	0	0	0	0
Sewer System Maintenance	118,000	6,405	30,000	(88,000)
Admin. & Engineering	0	0	0	0
Audit Service	4,881	4,881	4,881	0
Equipment Replacement	0	0	0	0
Liability Insurance	7,500	7,500	7,500	0
Interest Expense	40,466	37,296	37,296	(3,170)
Paying Agent Fees	750	750	750	0
Sewage Disposal Cost	952,800	788,407	952,800	0
Rent & Utilities	500	0	0	(500)
Larvicide Applications	0	0	0	0
Industrial Surcharge	32,600	12,661	32,600	0
Environmental Compliance-Non Capital	20,000	15,403	20,000	0
Environmental Compliance-Const Exp	0	0	0	0
Bond Expense-Non Capital	0	0	0	0
Bond Expense-Construction	0	0	0	0
Capital Expenditure	142,000	23,259	35,000	(107,000)
Equipment Maintenance	0	0	0	0
Miscellaneous	1,200	0	1,200	0
RETENTION TANK				
Utilities				
Electric	18,729	9,612	18,729	0
Water	5,000	757	1,500	(3,500)
Natural Gas	300	203	300	0
Phone	3,180	2,883	3,400	220
Fuel for Generator	500	0	0	(500)
Supplies and Tools	1,400	0	0	(1,400)
Building & Equipment	15,000	9,181	15,000	0
Contractual Operation	0	0	0	0
Excess Liability for Tank	8,700	8,700	8,700	0
Total - Sewer	1,466,117	1,023,790	1,277,603	(188,514)

Proposed FY 2018-2019 Budget Amendments
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EXPENDITURES FISCAL YEAR - 18-19	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
DEBT SERVICE				
E/F Sewage Disposal Bonds	0	0	0	0
E/F Meter/Interceptor	0	0	0	0
Total - Debt Service	0	0	0	0

EXPENDITURES FISCAL YEAR - 18-19 CAPITAL ACQUISITION	ORIGINAL BUDGET	ACTUAL MAY 31, 2019	AMENDED JUNE 2019	OVER (UNDER)
Water/Sewer	0	0	0	0
General Capital Expenditures	94,100	95,875	95,875	1,775
Total - Capital Acquisition	94,100	95,875	95,875	1,775

LATHRUP VILLAGE
DOWNTOWN DEVELOPMENT AUTHORITY
AMENDED FY 2019-20

REVENUES	ACTUAL 4/30/2019	ESTIMATED FY 18-19	BUDGETED FY 18-19	ADOPTED FY 19-20	AMENDED FY 19-20	INCREASE (DECREASE)
TIFA-CAPTURE TAXES	103,072	80,286	80,000	85,000	92,837	7,837
TAX COLLECTED OTHER	37,632	33,964	40,000	40,000	45,000	5,000
SPEC ASSESSMENT - REVENUE	-	1,800	1,800	1,800	1,800	-
INVESTMENT INTEREST	12,276	11,914	8,500	10,000	10,000	-
FEDERAL/STATE GRANTS	-	-	-	-	-	-
FARMERS MARKET	-	1,500	1,910	1,500	-	(1,500)
MAIN STREET REVENUES	-	-	1,100	1,100	1,100	-
MISC. REVENUES	5,927	-	-	6,000	6,000	-
Total Revenues	158,908	129,464	133,310	145,400	156,737	11,337

**LATHRUP VILLAGE
DOWNTOWN DEVELOPMENT AUTHORITY
AMENDED FY 2019-20**

EXPENDITURES	ACTUAL 4/30/2019	ESTIMATED FY 18-19	BUDGETED FY 18-19	ADOPTED FY 19-20	AMENDED FY 19-20	INCREASE (DECREASE)
SALARIES & WAGES	33,589	53,853	55,469	56,136	56,136	-
EMPLOYEE TAXES & BENEFITS	13,408	21,885	22,000	22,000	22,000	-
PART TIME SEASONAL CREW	-	-	9,250	9,250	5,840	(3,410)
LEGAL SERVICES	-	-	900	900	900	-
PUBLIC RELATIONS/SERVICES	-	-	-	-	-	-
OFFICE SUPPLIES	-	200	200	200	200	-
TAX TRIBUNAL RETURNS	-	2,000	2,000	2,000	2,000	-
AUDITING & ACCOUNTING	800	800	800	800	800	-
TRAINING/MEMBERSHIP	618	700	2,000	2,000	2,000	-
MAIN STREET PROGRAM	2,017	4,000	7,600	6,300	6,000	(300)
STREETSCAPING	2,830	3,000	3,000	3,000	7,910	4,910
PLANNING/CONSULTING FEES	21,977	20,000	16,000	35,000	35,000	-
FARMERS MARKET	11,963	15,000	19,270	19,200	18,000	(1,200)
PRINTING/PUBLICATION COSTS	971	1,200	2,000	2,000	2,000	-
POSTAGE FEES	-	-	300	200	200	-
REPAIRS & MAINTENANCE	8,987	9,500	8,100	8,900	8,900	-
MISCELLANEOUS EXPENDITURES	20	800	1,300	1,300	1,300	-
DEPRECIATION INFRASTRUCTURE	-	-	-	-	-	-
CAPITAL EXPENDITURE	-	1,000	3,000	1,500	1,500	-
SIGN GRANT PROGRAM	-	1,000	10,000	10,000	10,000	-
FAÇADE GRANT PROGRAM	-	-	20,000	20,000	20,000	-
TOTAL EXPENDITURES	97,180	134,938	183,189	200,686	200,686	0



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 22, 2019

RE: **MOTION TO APPROVE CONTRACT WITH KENNEDY INDUSTRIES FOR VALVE REPLACEMENT FOR SANITARY RETENTION TANK**

The Sanitary Retention Tank (SRT) requires the replacement of valve and has received a quote from Kennedy Industries in the amount of \$7,410.

The uninterrupted operations of the SRT requires that this repair be made expeditiously.

City ordinances requires approval from council for contracts that exceed \$5,000.

Therefore, the approval of Council is being requested.

Suggested Motion:

To approve quote from Kennedy Industries for the valve replacement in the amount of \$7,410.

Motion by _____, Seconded by _____,



QUOTATION		
DATE	NUMBER	PAGE
6/17/2019	0025043	1 of 1

B LAT100
 I CITY OF LATHRUP VILLAGE
 L 27400 SOUTHFIELD ROAD
 T LATHRUP VILLAGE, MI 48076
 O

Accepted By: _____
 Company: _____
 Date: _____
 PO#: _____

ATTENTION:
 PAMELA BRATSCHI 248-557-2600 treasurer@lathrupvillage.org

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
QUOTE	SEWAGE RETENTION FACILITY, RITEPRO,CHECK,8",MODEL 211	MJK/TMK	FIELD SERVICE
QTY	DESCRIPTION	UNIT PRICE	EXTENDED

1.00	RITEPRO,CHECK,8",MODEL 211 V0815DBZSA16F RITEPRO WAFER CHECK VALVE, DUCTILE IRON BODY, ASME 150# FLANGED END CONNECTIONS, STAINLESS STEEL DISC & TRIM, BUNA-N O-RING MOUNTED IN A 304 STAINLESS STEEL SEAT, PTFE SPACER, LEVER & WEIGHT OPERATOR. *INCLUDES (1) 8" X 11-7/8" DUCTILE IRON SPOOL PIECE, (3) ZINC PLATED NUT, BOLT, & 1/8" GASKET KITS*	\$5,575.00	\$5,575.00
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1.00	LATHRUP VILLAGE VALVE 9 - FS THE FOLLOWING QUOTE IS FOR FIELD SERVICE REQUIRED ON YOUR ABOVE REFERENCED PUMP STATION:	\$1,835.00	\$1,835.00
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FIELD SERVICE LABOR REQUIRED:

KENNEDY INDUSTRIES WILL PROVIDE (2) FIELD SERVICE TECHNICIAN(S) ONSITE TO REMOVE EXISTING VALVE AND INSTALL REPLACEMENT VALVE, TEST RUN AND VERIFY PROPER OPERATION.

TOTAL FIELD SERVICE COST: \$1,835.00

VALVE QUOTED DOES NOT MEET AIS OR BUY AMERICAN

WE DO NOT INCLUDE: TAXES, ACCESSORIES, INSTALLATION OR ASSEMBLY OF ANY COMPONENTS.

SHIPPING: 12-14 WEEKS ARO

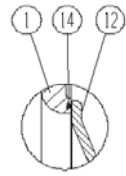
SINCERELY,

MIKE KALOTA / JASON WENDECKER

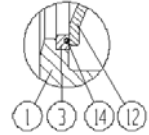
<p>This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 4/2019) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.</p> <p>CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL</p>	<p>TOTAL: \$7,410.00</p>
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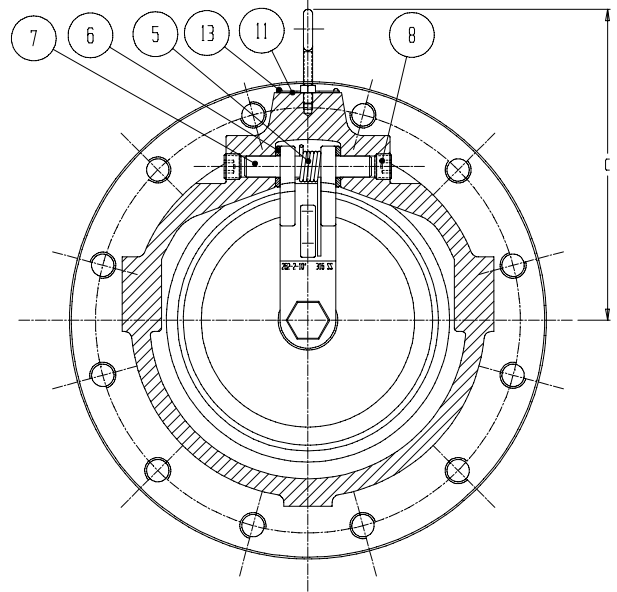
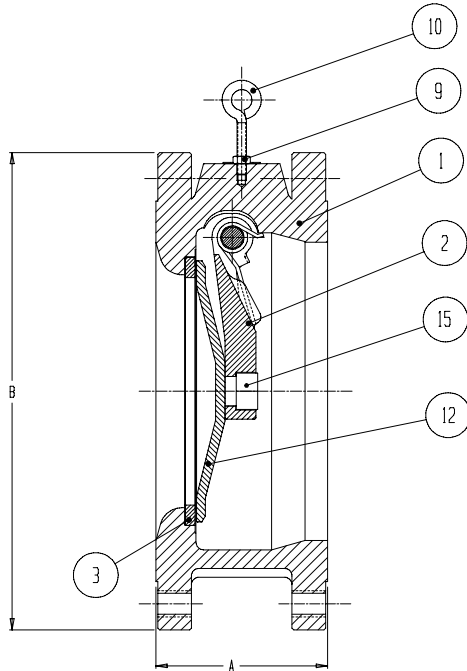
Designed to meet API-594
Series 150 rated at 285 psi at 100F.
Series 300 rated at 740 psi at 100F.



Stainless Body



Steel Body

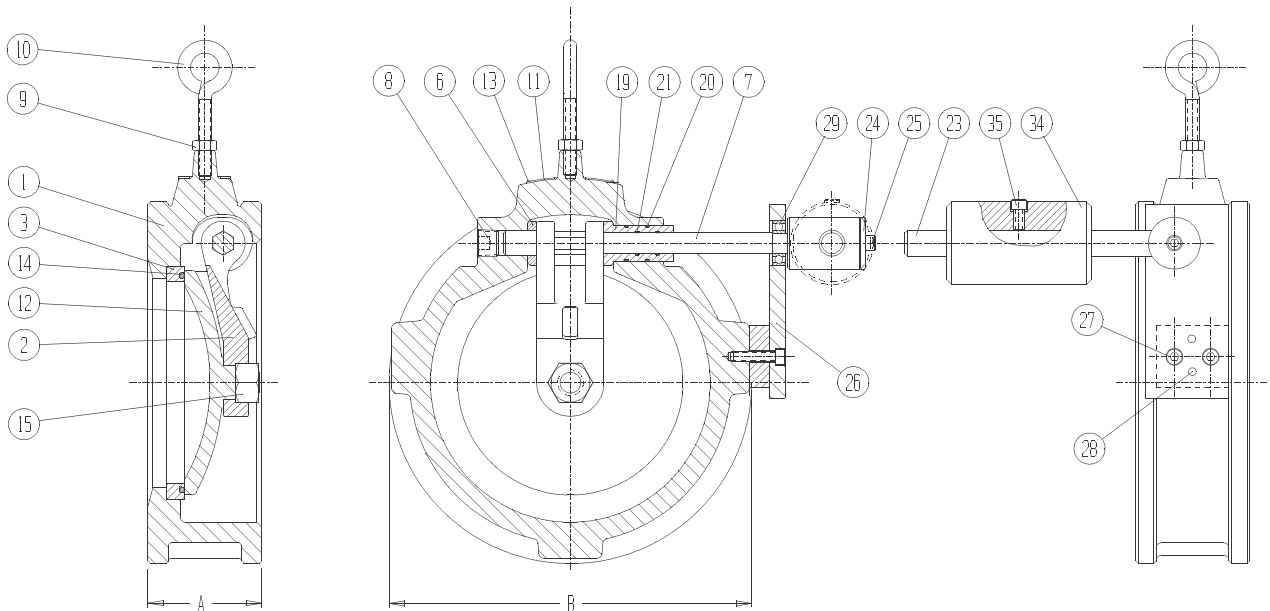


2", 2 1/2", 3" and 4": Body exterior flush with flange outside diameter.

Item	Description	Standard Material
1	Body	ASTM A216-WCB
2	Hinge	ASTM A351-CF8M
3	Seat	ASTM A240-304
4	Shoulder Pin	ASTM A479-316
5	Spring	ASTM A313-316
6	Spacer	ASTM A479-316
7	Pin	ASTM A479-316

Item	Description	Standard Material
8	Plug	Steel
9	Lock Nut	Steel Zinc Plated
10	Eye Bolt	Steel Zinc Plated
11	Name Plate	Aluminium
12	Disc	ASTM A351-CF8M
13	Rivet	Steel Cad. Plated
14	O-Ring	Buna N

Nominal Pipe Size		A		B Series 150		B Series 300		C	
Inch	mm	Inch	mm	Inch	mm	Inch	mm	Inch	mm
2	50	2.38	60.3	6.00	152.4	6.50	165.1	4.25	108
2 1/2	65	2.63	66.7	7.00	177.8	7.50	190.5	4.50	114
3	80	2.88	73.0	7.50	190.5	8.25	209.6	5.00	127
4	100	2.88	73.0	9.00	228.6	10.00	254.0	5.75	146
5	125	3.25	82.6	10.00	254.0	11.00	279.4	6.50	165
6	150	3.88	98.4	11.00	279.4	12.50	317.5	7.25	184
8	200	5.00	127.0	13.50	342.9	15.00	381.0	8.25	210
10	250	5.75	146.1	16.00	406.4	17.50	444.5	9.63	244
12	300	7.13	181.0	19.00	482.6	20.50	520.7	10.75	273



Weight may be mounted on the left or right hand side. Right hand mounting is shown. If not specified on order, right hand mounting will be supplied.

↓

		VALVE SIZE								
		2"	2.5"	3"	4"	5"	6"	8"	10"	12"
A		1.75	1.88	2.00	2.25	2.50	2.75	2.88	3.13	3.38
B (125/150)		4.13	4.88	5.38	6.88	7.75	8.75	11.00	13.38	16.13
B (300)		4.38	5.13	5.88	7.13	8.50	9.88	12.13	14.25	16.63

Item	Description	Material
1	Body	ASTM A216-WCB
2	Hinge	ASTM A351-CF8M
3	Seat	ASTM A240-304
6	Spacer	ASTM A479-316
7	Shaft	ASTM A479-316
8	Plug	Steel
9	Lock Nut	Steel Zinc Plated
10	Eye Bolt	Steel Zinc Plated
11	Name Plate	Aluminium
12	Disc	ASTM A351-CF8M
13	Rivet	Steel Cad. Plated
14	O-Ring	Buna, Viton, Teflon
15	Disc Nut	Stainless Steel

Item	Description	Material
19	Seal Bushing	ASTM A479-316
20	O-Ring	Buna, Viton, Teflon
21	O-Ring	Buna, Viton, Teflon
23	Weight Arm	Steel
24	Retaining Plate	Steel
25	SHCS	Steel
26	Bracket	Steel
27	SHCS	Steel
28	Dowel Pin	Steel
29	Ball Bearing	Steel
34	Weight	Steel
35	SHCS	Steel

Other materials available: A395, A351-CF8M, Monel, Alloy 20, Hastelloy, 254SMO, Titanium.



1) APPLICATION / PURPOSE OF MODEL SA16 VALVES

The Model SA-16 is a standard Check Rite valve that has been modified to provide the user with the ability to change the opening pressure of the valve, within a certain range and/or change the closing characteristics of the valve. A weight is used to provide the necessary torque to close the valve.

2) GENERAL DESCRIPTION

The Model SA-16 is a basic Check Rite valve which has been converted, featuring a positive hexagonal drive at the Hinge/Disc-shaft mounting.

The basic valve has a Hinge-Disc assembly (2,12) connected to a positive hexagonal drive shaft (7), which extends through the body (1).

The shaft (7) is supported by the body (1) at one end, by a bushing (19) in the body and by a ball bearing (29) in the bracket (26).

Four O-Rings (20, 21) seal the shaft (7) and the body.

The weight lever (23), which supports the weight (34), is connected to the shaft with a hexagon bushing. The weight lever can be rotated on the shaft.

3) FIELD ADJUSTMENT

When operating conditions are known the valve is set at the factory, but may require minor field adjustment. If the operating conditions are not provided the valve has to be adjusted in the field.

NOTE This valve is designed to be **fully open** or **fully closed**.

If the valve oscillates in the flow, reduced life of the valve will be expected. Premature wear on the shaft and the bushings will lead to eventual failure of the valve.

- 1) If the valve does not fully open or opens at a too high a pressure, move the weight towards the shaft.
- 2) If the valve does not fully close or a higher opening pressure is required, move the weight toward the end of the weight arm.

Changing the position of the weight affects how the valve performs. These steps may need to be repeated a number of times to obtain the desired setting.