

CITY COUNCIL

Hon. Kelly Garrett
Mayor

Hon. Bruce Kantor
Mayor Pro Tem

Hon. Saleem Siddiqi
Council Member

Hon. Ian Ferguson
Council Member

Hon. Donna Stallings
Council Member

CITY ATTORNEY

Scott Baker, Esq.
Baker & Elowsky
City Attorney



CITY COUNCIL

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

**SPECIAL MEETING
AGENDA**

MONDAY, March 2, 2020
Council Chambers
7:00 p.m.

ADMINISTRATION

Dr. Sheryl L. Mitchell
City Administrator

Pamela Bratschi
City Treasurer

Scott McKee
Chief of Police

Yvette Talley
City Clerk

Susie Stec
Comm. & Econ. Dev.
DDA Director

Christopher Clough
Parks & Recreation

AGENDA ITEMS

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

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

5. **Consent Agenda**
 - A. **Approval of Minutes** – January 23, 2020 – Joint Meeting with City of Southfield and Village of Beverly Hills
 - B. **Approval of Minutes** – January 27, 2020 – Study Session
 - C. **Approval of Minutes** – January 27, 2020 – Council Meeting
 - D. **Approval of Minutes** – February 3, 2020 – Study Session
6. **Consider / Approval of Monthly Disbursement Reports for the Month of January 2020:**

JANUARY 2020 DISBURSEMENTS		
FUND 101	GENERAL FUND	\$ 358,326.54
FUND 202	MAJOR ROADS	\$ 10,386.71
FUND 203	LOCAL ROADS	\$ 7,988.48
FUND 494	DOWNTOWN DEV. AUTH	\$ 11,670.20
FUND 592	WATER & SEW	\$ 255,492.60
TOTAL DISBURSEMENTS		\$ 643,864.53

7. **Consider / Acceptance of the Department Reports**
8. **Presentation** – Dr. Jennifer Green, Superintendent, Southfield Public Schools – Regarding the March 10, 2020 Replacement Operating Millage Proposal
9. **Public Comment For Items on the Agenda** (Speakers are limited to 3 minutes)
10. **Public Hearings** – NONE
11. **Action Requests – For Consideration/Approval:**
 - A. Consideration/Approval – Valicor Environmental Services – Sewer Vault Cleaning
 - B. Appointment to Infrastructure Committee
 - i. Michael Griffin
 - C. Appointment to Recreation Advisory Committee (Term Expires June 30, 2022)
 - i. Lynda R. Ludy
12. **City Administrator Report**
13. **City Attorney Report**
14. **Reports of Boards, Commissions and Committees**
 - a. SEMCOG update (video)
 - b. DDA Annual Report
 - c. SOCRRA Quarterly Report
 - d. SOCWA Quarterly Report
15. **Unfinished / New Business**
16. **Public Comment** (Speakers are limited to 2 minutes)
17. **Mayor and Council Comments**
18. **Adjourn**

CITY OF LATHRUP VILLAGE CITY COUNCIL JOINT MEETING MINUTES JANUARY 23, 2020

MINUTES OF THE JOINT MEETING OF THE CITY OF LATHRUP VILLAGE, CITY OF SOUTHFIELD AND THE VILLAGE OF BEVERLY HILLS HELD ON THURSDAY, JANUARY 23, 2020 IN THE MEETING PLACE ROOM IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 4:22 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Kantor

Absent: Council members Ian Ferguson, Saleem Siddiqi and Donna Stallings

City of Lathrup Village: City Administrator, Dr. Sheryl L. Mitchell, Treasurer, Pamela Bratschi, Community and Economic Development Manager, Susie Stec, Giffels Webster, Scott Ringler, Jill Bahm and City Clerk, Yvette Talley

City of Southfield: City Administrator, Frederick Zorn, Assistant City Administrator, John Michrina City Engineer, Leigh Schultz

Village of Beverly Hills: Lee Peddie - President of Village Council and Chris Wilson

Spalding Dedecker: Senior Project Manager, Larry Dropiewski, Project Manager, Commissioner, Ariana Jeske

Road Commission Oakland County: Tom Burst, Jeff O'Brien, Andrea Lalonde, Gary Piotrowicz

Purpose of this meeting - a status update on Southfield Rd.

Tom Burst - said they have preferred alternatives concepts – parking mitigation strategies, update traffic counts and plan an open house to share the information with the public.

Larry Dropiewski discussed environmental assessment preparation work – proposed schedule of remaining activities:

Finalize Parking Mitigation/RE ImpactsMarch, 2020

Completion of Traffic AnalysisMarch, 2020

Complete Cultural/Environmental April, 2020

Public Information Meeting April, 2020

Draft EA to Stakeholders May, 2020

Revisions from Stakeholders due..... June, 2020

Draft EA to MDOT (with revisions) July, 2020

Draft EA to FHWA (with revisions) ----- -January, 2021 (Federal Highway Administration-FHWA)

Public Review Request Fall, 2021

Public HearingFall,2021

Submit FONSI Request..... Late 2021 (a finding of no significant impact- FONSI)

CITY OF LATHRUP VILLAGE CITY COUNCIL JOINT MEETING MINUTES JANUARY 23, 2020

Acquire FHWA Final Approval-----Spring, 2022

Jill Bahm said if the master plan open house will be held in conjunction with the Southfield Road improvements. It was agreed this will be done in the Spring 2020.

Ms. Schultz asked who will hold the public hearing. Mr. Dropiewski stated the Road Commission of Oakland County will hold the public hearing. Once the environmental assessment is approved, then we can apply for funding which will be broken into segments to work with communities to apply for right-of-way phases and then construction phases.

Next Steps, Strategies and Time Frames

Susie Stec presented a draft of the Southfield Rd environmental assessment preferred alternative resolution. The final environmental assessment document will need to show the federal highway administration that the communities are committed to this project. All communities have to submit a resolution in support of the project and committing to construct or find the mitigation parking areas that are envisioned in the plan to make it work. Fred Zorn asked how long is the life of the environmental assessment. Environmental assessments are good for 3 years, after that, you have to go back and review your numbers to make sure they are still valid, update the traffic and the noise study to show they are still valid, then it'll be approved for another 3 years. (this is done administratively)

Dr. Mitchell asked how soon will they need the Southfield Rd resolution. Mr. Burst said it's needed by Spring 2020. Dr. Mitchell said Lathrup Village is working on the comprehensive plan and the downtown development plan and one of the key elements is walkability. What is the anticipated impact on the existing sidewalks and some new sidewalks and how it will impact businesses. Road Commission of Oakland County address sidewalks, turn lanes at crosswalks and all pedestrian concerns.

Mayor Pro Tem Kantor asked about slowing traffic on Southfield Rd. The presence of more police on Southfield Rd. has helped in this matter.

Public Comment

None

Mayor Garrett asked who will do follow-up from this meeting. The consultant will do a follow-up with each participating community.

Meeting adjourned: 5:19 p.m.

Transcribed by: Yvette Talley, City Clerk

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES JANUARY 27, 2020

MINUTES OF THE STUDY SESSION MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, JANUARY 27, 2020 IN THE CONFERENCE ROOM IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 6:00 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Bruce Kantor
Council members Saleem Siddiqi, Donna Stallings
Excused: Council member Ian Ferguson
Also Present: City Administrator, Dr. Sheryl Mitchell, City Attorney, Scott Baker, Police Chief Scott McKee, Treasurer, Pamela Bratschi, Assistant Government Operations, Kelda London and City Clerk, Yvette Talley

Purpose of meeting is to discuss City Council Agenda items.

A. Discussion Items:

A. Discussion – Agenda Items -See, Click, Fix

See, Click, Fix update - Kelda London, Assistant Government Operations- gave an overview of See Click Fix will be used by residents who may have a request for service. (download application for cell phones/tablets) (Ex. report pot holes, tree issues etc.) The system will launch on February 10th!

Dr. Mitchell will order 5 tablets for (see, click, fix) 2-DPS, 2- Code enforcement, 1- Front counter (City Hall)

B. Discussion-Contracts (update)

Contracts – every 6 months City Council go over list of contracts. Council member Stallings will look of list and discuss in further detail at next month’s meeting.

C. Discussion -Marijuana Study Group Applicants (2 seats open)

-Cora Morgan and Dawn Medley

Council member Siddiqi will send proposed meeting dates to City Administration or City Clerk. Mayor Pro Tem Kantor will be an advisor to the marijuana study group. If needed, the group may seek other expert advisors.

D. Discussion – Downtown Development Authority applicants (3 seats open)

4-year terms, (including 1 unexpired term ending 2/1/2021)

Bobbi Lovins (re-appointment), Bryan Ford, Pam Shermeyer

E. Discussion- Planning Commission applicants

(Note: 1 seat: Resignation of Bruce Copus – term expires 2/27/2020)

Appointment of Wilbert Fobbs III (and 3-year term ending 3/1/2023) Robert Maintinan withdrew his name.

F. Discussion – Infrastructure Study Group (update)

Mayor Pro Tem Kantor said the infrastructure meeting went well with good suggestions. Looking at different options for ballot proposals – one option - do a headlee rollback then end up with extra 1.5 mills or so and put a portion of the money annually towards the roads. This can't be done because it's not guaranteed funding. Residents would have to vote every year on this and if it doesn't pass, we would not receive the mills. In 3 years, 11-mile road will need to be resurfaced/rehab this project will cost over \$1.3 million. Need to come up with a plan that will help fund 11-mile road as well. Next meeting scheduled February 4 at 7:00 p.m.

G. State/Local Legislation re: Disclosures of Uncapping Property Taxes on New Homeowners.

Discussion – Mayor Garrett stated she has received numerous calls from new homeowners regarding high property taxes. Scott Baker stated that the Property Transfer Affidavit is required to be executed at the closing contains language regarding the uncapping. Dr. Mitchell stated she has spoken to Deputy Treasurer for State of Michigan and they've been speaking with realtors and plan to incorporate education as part of their training with realtors. Dr. Mitchell gave public comment to Oakland County Fair Housing symposium suggesting to give education to new home owners. Also, Legislature pass legislation as part of the fair disclosure that mortgage companies have to let the buyer know of anticipated future taxes on a piece of property.

H. Discussion – City Administrator Evaluation Form Format

City Council discussed City Administrator evaluation format. Type of format: Dr. Mitchell will do self-evaluation, send to 2-direct reports and 1 other person. Mayor will share with City Council, it's due on March 16, 2020.

I. Discussion- Joint Meeting with Road Commission/Southfield Road

Mayor Garrett said all meetings are to be attended by all City Council members and if they are unable to attend, they are to inform her or Mayor Pro Tem Kantor 24-48 hours in advance. Oakland County Road Commission requests from the 3 communities involved to send a resolution with parking mitigation alternatives as a commitment to the project. Allowing parking as an accessory use in a residential district when it's adjacent to a commercial property. That way it doesn't force residents out of their homes. Jet Dhaliwal is scheduled to sell all of his commercial properties.

Mayor City Council Comments

Mayor Garrett asked what is the community room procedure for return of a deposit. Indoor rentals - events cancelled within 2 business days of booking will be refunded their full deposit, less a \$20.00 processing fee. Events cancelled for any reason within 60 days of the date of even forfeit their entire deposit. Dr. Mitchell said she is discussing with Hart tree company to set up a plan for maintenance of

trees. Dr. Green Southfield School Superintendent is scheduled to be in attendance at the meeting tonight.

Corrections to the Regular meeting agenda: remove approval of minutes November 7, 2019 (they were approved November 11-18-19)

Scott Baker gave an overview of the Encroachment License application – the applicant is requesting revisions to this item. Existing encroachment license for (17500 W. 11 Mile) that allows them to encroach on the city alley as well as Lathrup Blvd. right-of-way for their site plan improvements which includes their parking lot (a wall separating the MEA bldg. development from the residential neighborhood, there's a sidewalk and then landscaping). They are in the process of selling that bldg. and the parking lot to the MEA so they want one license for both the parcel and the parking lot.

Mayor Garrett- Lathrup Village Foundation meeting will be held on January 28th. Jagged Fork parking lot concerns. Solution: Employees park in the public lot and make arrangements with some of the existing property owners.

Meeting adjourned at 7:03 p.m.

Transcribed by Yvette Talley

City Clerk

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2020

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, JANUARY 27, 2020 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 7:13 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Bruce Kantor
Council members Saleem Siddiqi and Donna Stallings

Excused: Council member Ian Ferguson

Also Present: City Administrator, Dr. Sheryl Mitchell, Treasurer, Pam Bratschi, City Attorney, Scott Baker, Police Chief, Scott McKee, Kelda London, Government Operations and City Clerk, Yvette Talley

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

CO-20-01 CALL TO ORDER AND ROLL CALL

Roll call was taken. Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to excuse Council member Ian Ferguson from this meeting.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-02 APPROVAL OF AGENDA

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the Agenda.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-03 Approval of Minutes – Study Session December 16, 2019

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Study Session minutes of December 16, 2019.

Yes: Garrett, Kantor, Siddiqi, Stallings

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2020

No: None

Motion carried.

CO-20-04 Approval of Minutes – Council Meeting– December 16, 2019

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the minutes of the Council meeting on December 16, 2019.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-05 Approval of Minutes – Study Session January 6, 2020

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Study Session minutes of January 6, 2020.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-06 APPROVAL OF DISBURSEMENT REPORTS

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Disbursement Report of December 1, 2019 through December 15, 2019 totaling \$62,863.93

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-07 APPROVAL OF DISBURSEMENT REPORTS

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Disbursement Report of December 16, 2019 through December 31, 2019 totaling \$506,613.86.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2020

CO-20-08 APPROVAL OF INVESTMENT REPORTS QUARTER ENDING DECEMBER 31, 2019

Motion by Council member Siddiqi, seconded by Mayor Pro Tem Kantor to approve the Investment Report

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-09 CONSIDERATION OF A MOTION TO ACCEPT DEPARTMENTAL REPORTS

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to approve the Departmental Reports.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-19-10 PRESENTATION

Kelda London presented See, Click, Fix which is a platform for tracking citizens requests for services.

CO-19-11 PUBLIC COMMENTS

Joy Powell 27780 California Dr. N. E. stated that her front sidewalk and the sidewalk next door is under water. Also, the ditches to the nearest drain are filled with water that cannot drain. The reasons this is happening are: the slope from the ditches to the drain is uphill in some places, near the drain there is a dirt dam preventing water from reaching the drain and the sidewalk culvert has buckled causing the culvert to raise higher than the water level. She believes this problem will get worse and asked City Council to work toward a resolution to the drainage problems in the city.

Celestine Sanders – Southfield Area Council PTA invited City Council to the Founders Day event February 4th.

CO-19-12 PUBLIC HEARING SPECIAL ASSESSMENT

Mayor Garrett opened the public hearing. There were no comments and Mayor Garrett closed the public hearing.

CO-19-13 ACTION REQUESTS

- A. Consideration to Adopt Special Assessment Resolution #2 – Roll No. 2019-01

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

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to approve Special Assessment Resolution #2- Roll No. 2019-01.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2019

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

B. Consideration to Approve the Encroachment License -PAP Investments, LLC, 17500 and 17550 W.11 Mile

Scott Baker gave an overview and answered specific questions.

Motion by Council member Stallings, seconded by Council member Siddiqi to approve the Easement Encroachment License and Amendment to Existing Encroachment from PAP Investments, LLC, for property at 17500 and 17550 W. 11 Mile Road.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

C. Consideration to Approve the 2019/2020 Budget Amendments

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

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to adopt the 2019/2020 Budget Amendments.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

D. Consideration to Appoint City Council Member to the Election Commission for the March 10, 2020 Presidential Primary

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to appoint Mayor Mykale Garrett to the Election Commission for the March 10, 2020 Presidential Primary election.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2019

E. Consideration of An Agreement for Central Support Services between Oakland County and Lathrup Village Police

Dr. Sheryl Mitchell gave an overview and answered specific questions from City Council

Chief Scott McKee gave an overview and answered specific questions from City Council

Motion by Council member Siddiqi, seconded by Mayor Pro Tem Kantor to approve the agreement for Central Support Services Between Oakland County and Lathrup Village Police. The Mayor and/or City Administrator are authorized to sign the agreement and related documents on behalf of the City of Lathrup Village.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

F. Joint Meeting Dates for City Council, DDA, and Planning Commission (March 30, 2020, June 29, 2020; November 30, 2020) – 5:30 p.m. Dinner/6:00 p.m. Meeting – Community Room

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve the Joint Meeting Dates for City Council, DDA, and Planning Commission (March 30, 2020, June 29, 2020; November 30, 2020) – 5:30 p.m. dinner/6:00 p.m. Meeting Community Room.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

G. Consideration for Appointments to the Downtown Development Authority

Motion by Council by Mayor Pro Tem Kantor seconded by Council member Stallings to appoint Bobbi Lovins and Bryan Ford terms to expire February 1, 2024 and to appoint Pamela Shermeyer term to expire February 1, 2021.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES JANUARY 27, 2019

H. Consideration for Appointments to the Planning Commission

Motion by Council by Mayor Pro Tem Kantor seconded by Council member Stallings to appoint Wilbert Fobbs III to the Planning Commission term to expire February 27,2023.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

I. Consideration for Appointments to the Marijuana Study Group

Motion by Council member Stallings, seconded by Council member Siddiqi to appoint Dawn Medley and Cora Morgan to the Marijuana Study Group and to designate Council Member Siddiqi as the Chairperson.

Yes: Garrett, Siddiqi, Stallings

No: None

Abstain: Kantor

Motion carried.

Mayor Pro Tem Kantor abstained from voting on this item because he's related to one of the members.

J. Consideration to Approve – Black History Month Resolution

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor approve the resolution recognizing Black History Month.

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-14 ASSISTANT CITY ADMINISTRATOR REPORT

Dr. Sheryl Mitchell reported:

• **City Council**

- January 27, 2020 Study Session & Council Meeting (4th week due to MLK holiday on Jan. 20th)
- February 3, 2020 – Study Session
- February 24, 2020 – Council Meeting (4th Tuesday due to President's Day)
- Council Study Session Location – may wish to consider switching location to the Meeting Place on the Second Floor.

- **Administration**

- Tree City USA – re-established this designation for Lathrup Village.
- Block Trimming Program – in discussion with Hart (city forester) on putting in place an ongoing program to maintain city trees and not just relying on an “on demand” maintenance service. Trimming ideally occurs in the winter.
- Oakland County Fair Housing Session – Attended Analysis of Impediments to Fair Housing Choice. Gave public comment on impact on new homebuyers who are not being informed about the impact of property taxes being uncapped.
Links:
 - Executive Summary:
<https://www.oakgov.com/advantageoakland/resources/Documents/CHI-FairHousingSurveyReport.pdf>
 - Lathrup Village Profile -
<http://westernes.com/OAKGOV/reports/Lathrup%20Village%20city%20DIR.pdf>
- Team Member Spotlight – this month features Clerk Yvette Talley.
- Part-time Code Enforcement – interviews continuing through mid-January
- See, Click, Fix – platform for tracking citizens requests for services is in the process on being installed. Presentation at council meeting Jan. 27th.
Throughout our project, we've been using the “Sandbox” environment which allows us to configure, test, and train outside of the public view. As such, none of the work we've done is visible to the public yet. Publicity campaign is being finalized. Planning to order tablets for code enforcement, DPS to use in the field and 1 for residents at the counter. Expecting to the **public launch on February 10, 2020**.
- National League of Cities – The Caribbean Fest is a nominee for the NLC-City Cultural Diversity Award.
- Agenda Software – exploring more effective options for compiling agenda packets.
- Simiron - wishes to propose a demonstration project for potholes, cracks, joint deterioration and lane separations.
- Vacation – I will be out of the office Thursday, Feb. 6th & Friday, Feb. 7th.
- Phragmites – 4 locations have been sited. Working with Oakland County to have assessment in the Spring and join their contract for remediation.

- **Finance Department**

- Winter tax bills were mailed out. Payments are due by Feb. 14, 2020. Unpaid bills are turned over to the County on March 1, 2020.

- **Police Department**

- Vehicle Incident- patrol vehicle was hit by a delivery truck. Minor damage.
- 12 Hour Shifts- working with unions and labor attorney to develop a 3 month trial
- Mail/Credit Card Theft – there have been several complaints received by Lathrup Village residents involving credit card theft. LVPD is working with other authorities on this ongoing investigation.
- Chili for Charity – Feb. 7th, 6:30pm-8:30pm – bring crock pot of chili or \$5. Proceeds will go towards Beyond Basics – works with at-risk children in grades K-12 with literacy challenges.

- Southfield Road Safety & Speed Enforcement Project – coordinated effort with Southfield and Beverly Hills is ongoing to enforce speed limits and monitor crashes.
- **DDA & Community-Economic Development**
 - Friday, February 7th at 12 Noon – 1:30 pm. DDA will meet in the Conference Room on the 2nd Floor. Jill Bahm, the city’s planner will be walking the DDA through a discussion on the **Downtown Plan**. The results of this discussion will inform the updates to the Downtown Plan and overall Comprehensive Plan update.
 - Next meeting: DDA has not met to discuss their 2020 meeting schedule.
- **Planning Commission**
 - Next meeting: Tuesday, Feb. 21st at 7:00pm
- **Recreation**
 - Using Eventbrite and Facebook for promotions and registrations
 - Your Town special edition for Recreation to be mailed out in next week
- **Southfield Public Schools**
 - Superintendent Dr. Jennifer Green is to make a presentation at the Jan. 27th council meeting
 - Sign up for info any updates on proposed School Millage available at: <https://bit.ly/spsmillage2020>
- **Southfield Road** –
 - Meeting held with the Road Commission and representatives from Southfield and Beverly Hills on January 23, 2020. Each community will need to adopt a resolution affirming the parking alternative plans.
- **Oakland County Water Resource Commissioner**
 - SSO Discharge- during the heavy rain event, the Sanitary Retention Tank experienced a discharge of diluted raw sewage (Jan 11th-12th) that had to be pumped out to the storm drain due to the downstream pipe being over capacity to save basements from backing up. Nearby residents were notified in advance.

EVENTS:

- ✓ Friday, Feb. 7, 6:30pm-8:30pm – LVPD Chili for Charity. Bring Chili or \$5, Community Room
- ✓ Saturday, Feb. 8, 9am-11am – Lathrup Village Homeowners Association Pancake Breakfast, Community Room. Free to residents
- ✓ Friday, Feb. 14, 5pm-10pm, Kid’s Night Out, Drop in Camp for ages 5-12. \$19.99 per child
- ✓ Saturday, Mar. 14, 12pm-2pm – Senior Appreciation Luncheon
- ✓ Tuesday, Mar 17, 8am – Southfield/Lathrup Village Oratorical Contest & Breakfast, Comm. Room

- ✓ Saturday, Apr. 4, 9am-11am, Breakfast with the Bunny
- ✓ Saturday, Apr. 25, Earth Day
- ✓ Saturday, May 30, Community Organization Open House & BBQ Battle
- ✓ Men’s Workout Club, Thursdays – Feb 6 – Mar 12, 10am-11am, Fitness Center Membership

EVENTS:

- ✓ Senior Strength & Cardio, Feb. 3- Mar 30, 10am-11am
- ✓ Ageless Yoga, Feb. 4 – Mar. 24, Tues, 10:30am-11:30am
- ✓ Abs & Glutes, Tuesday, Feb. 4 – Mar 24, 6pm-7pm
- ✓ Cardio & Tone, Wednesdays, Feb 5 – March 25, 6pm-7pm
- ✓ Friday Night Yoga, Fridays, Feb. 7 – March 27. 6pm-7pm
- ✓ Zumba, Saturdays, Feb. 8 – March 28, 11:30am-12:30pm
- ✓ Free Lunch N’ Learn – Feb. 19, March 17, March 21, May 19, 11am-1pm
- ✓ Walking Club, Starts Wed. April 8, 9am – meet in City Hall lobby, 45 minutes
- ✓ Monthly Movies – free with light refreshments, Feb. 17, Mar 16, Apr. 20, May 18
- ✓ Bus Trips – Thur, Apr. 30 – Michigan International Women’s Show, June – Eastern Market
- ✓

Council Updates:

- [28505 Southfield – brick wall](#). Contractor indicated work is to commence by next week. Adjacent property owner notified that their wall is leaning and needs to be corrected as well.
- [Covered Cars in driveways](#) – notices will be going out next week. Follow up by code enforcement to issue tickets is violations are not addressed.
- [Sign Ordinance](#) – Attorney Scott Baker and Planner Jill Bahm are to provide an update.
- [Recycling Credits](#) – Council Member Siddiqi to follow up.
- [Sign on City Hall](#) – City Administrator to follow up.

CO-20-15 CITY ATTORNEY REPORT

Proposed revisions of the sign ordinance. First, will present to the Planning Commissioners and will make a recommendation to City Council.

CO-20-16 REPORTS OF BOARDS, COMISSIONS AND COMMITTEES

Receipt of DDA Annual Report Tax Increment Finance Authority

Council member Stallings reported - SEMCOG would like citizen’s input on public sector careers in Southeastern Michigan. The survey can be found on SEMCOG website. There is independent council for redrawing State House of Representatives, State Senate and Congressional seats. website- redistrictingaplictions.sos@state.mi.us

Mayor Pro Tem Kantor - Planning Commission worked on updating the master plan goals and activities. Infrastructure meeting was well attended and a lot of great input. Next Infrastructure meeting February 4th at 7:00 p.m. in the Meeting Place room – 2nd floor.

Mayor Garrett – Lathrup Village has been asked to submit our programs/classes to Michigan Fitness Award to be considered as one of the healthy communities for next year. There have been reports that Santa Barbara street has pot holes that are getting worse.

Long-time resident, Virginia Franklin passed away sending condolences to her family. Titus Cromer (16 year-old U of D student on life support has passed away.)

CO-20-17 UNFINISHED/ NEW BUSINESS

Mayor Pro Tem Bruce Kantor reported that Mayor Garrett will respond to all emails from residents. Thank Christopher Clough, and recreation committee for a great Trivia night fun had by all.

City Clerk reported election information:

ELECTION NEWS

March 10, 2020 - Election Day

New Rights for Michigan Voters -Register to vote through Election Day

- **Monday, February 24, 2020** - Last day to register in any manner other than in-person with local clerk - office hours 8:00 a.m.- 4:30 p.m. Monday - Friday
- **Friday, March 6, 2020 up to 5:00 p.m.** - Last Day Absent Voter Ballots will be mailed
- **Saturday, March 7, 2020** - 7:00 a.m. - 3:00 p.m. - City Clerk's office will be open for absentee voting
- **Monday, March 9, 2020** - Voters may obtain an absent voter ballot in person in the Clerk's office from 8:00 a.m. - 4:00 p.m. You must vote your ballot in City Hall
- **Tuesday, March 10, 2020** - Up to 8:00 p.m. - ELECTION DAY Registrants with proof of residency may obtain a vote an absent voter ballot in person in the Clerk's office or vote in person in the proper precinct

Council member Stallings said January is human trafficking month.

Dr. Sheryl Mitchell will be recognized in March at MML conference in Lansing.

CO-20-18 ADJOURNMENT

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

Yes: Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

The meeting was adjourned at 8:20 p.m.

Transcribed by Yvette Talley

Mykale Garrett, Mayor

Transcribed by Yvette Talley

City Clerk

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES FEBRUARY 3, 2020

MINUTES OF THE STUDY SESSION MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, FEBRUARY 3, 2020 IN THE CONFERENCE ROOM IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 6:00 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Bruce Kantor

Also Present: Council members Ian Ferguson, Saleem Siddiqi, Donna Stallings
City Administrator, Dr. Sheryl Mitchell, City Attorney, Scott Baker, Treasurer,
Pamela Bratschi and City Clerk, Yvette Talley

Purpose of meeting is to discuss City Council Agenda items.

A. Discussion Items:

A. Discussion – City Council Agenda Format

Disbursement report will specify what the disbursement is for, the month and the amount. Motions of action items will be read in its entirety to make it clearer to the viewing audience. During City Council meeting, Mayor Garrett will summarize what was discussed in study session meeting for clarification for the viewing audience. Dr. Mitchell said added to the agenda will be a note that public comments are 3 minutes and a timer will be used to keep track of time.

B. Discussion-Study Session Minutes Format

Mayor Pro Tem Kantor stated to add more detail to study session minutes. Also, add to City Council agenda an additional category for public comment #1 will be for agenda related items – (3 minutes for comments) public comment #2 is for any topic- (2 minutes to comment) placed on the agenda after the action items.

C. Discussion -The placement of a “City of Lathrup Village” sign on the façade of City Hall

Dr. Mitchell said she is looking for quotes for the sign on the façade. DDA is working on verbiage.

D. Discussion – Hiring Code Enforcement officer (update)

Dr. Mitchell said she’s scheduling interviews. Mayor Pro Tem Kantor said to send a courtesy to all businesses informing them the city will be hiring a code enforcer who will be doing walk-through inspections.

E. Discussion- Status of the business corridor sidewalk program for the spring/summer

Dr. Mitchell said she’s looking into this and speaking with other communities about their programs.

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES FEBRUARY 3, 2020

F. Discussion – Job description and potential salary information for a Grant Writer/Administrative Assistant

Dr. Mitchell said the Grant Writer position should be contractual to pay them per project. (the amount of work will not take a great deal of time). Most of the details come from Engineers who help with preparation since they put together all of our plans.

G. Discussion – Updates to water gurgling at Saratoga and Rackham

There is a pooling of water with phragmites' growing which has gurgling water. Department of Public Services is trying to schedule a date with homeowner to see where the problem is coming from.

H. Discussion – Vehicle that has not moved in a year that is parked in the Veritas Medical Billing parking lot (NW corner of 11 Mile Road and Southfield.)

Mayor Pro Tem Kantor said the owner of the vehicle contacted him stating she will take care of the matter.

City Council discussed City Administrator evaluation format. Type of format: Dr. Mitchell will do self-evaluation, send to 2-direct reports and 1 other person. Mayor will share with City Council, it's due on March 16, 2020.

I. Discussion- Lot of yard waste violations – increased neighborhood inspections

Dr. Mitchell stated there is a proactive approach to addressing these issues. Will soften the letter and have a timeframe for follow-up.

J. Discussion - Holiday Lighting/Decorations invoice

Dr. Mitchell asked staff to look at other options i.e. bidding process or contracting part-time assistance. Will look into scope of services for the year to specify what each item is going to cost.

K. Discussion – DPW culvert/ditch digging

Mayor Pro Tem Kantor stated he had a conversation with a resident who has water over their sidewalks. Something has to be done and it's a costly endeavor. Infrastructure committee exploring options for roads, culverts and ditch digging.

Perry Macneille 18740 San Diego said - asset management planning system is grant money that the State of Michigan is proposing to use to fix roads. Mayor Pro Tem Kantor said he will look into this grant.

L. Discussion – CapCon Conference – March 24 & 25

Mayor Pro Tem Kantor asked if it's appropriate to get overnight lodging to attend the CapCon conference in March 2020. Mayor Garrett approved overnight lodging for the conference.

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES FEBRUARY 3, 2020

M. Discussion – Cars Blocking Sidewalks

Mayor Pro Tem Kantor said cars are parked across sidewalks making it difficult for people to get around.

Solutions - Make the businesses aware of the issue or ticket patrons. He will attend DDA meetings to discuss the issue and talk about a parking bumper grant where the DDA pays for half for businesses who are legally non-conforming. City Planner, Jill Bahm suggested planter boxes and changing to parallel parking.

Perry Macneille 18740 San Diego suggested to renovate alleys by planting wild flowers and fix the concrete to make the area more walkable.

Dr. Mitchell stated in terms of the safety, beautification and walkability of the business corridor, businesses will be encouraged to install parking blocks. This information will be included in the newsletter to the businesses.

N. Discussion – Woodpile Ordinance

John Shaw - 18851 Bungalow said he would like the following definitions removed this ordinance: twigs/branches, storage, woodpile 8” off the ground.

City Attorney will look at other communities and provide examples for the next study session on February 24, 2020 to discuss the woodpile ordinance.

Mayor City Council Comments

Council member Stallings asked for an update for Panera Bread. City Attorney stated there are some exciting things in the works. Gas station update: They did break ground and will see more activity there.

Mayor Garrett stated that Mr. Surnow’s buildings still have plywood on them. City Administrator will look into this matter. There are plastic garbage bags on the curb at along 11 mile behind Discount Tire. This matter will be handled by code enforcement and in the next business newsletter, it will be addressed. Trash cans are being stored in front of the garage and code enforcement will look into this matter.

Council member Ian Ferguson asked for an update on the marijuana committee. Council member Siddiqi is the chair and will schedule a meeting. Asked City Administrator to send email to DPS on the great job they did on snow removal. Update on the discharge of the tank – Oakland County did this in all communities and Lathrup Village was the last community. City Administrator asked DPS to notify the condominium home owners of that possibility. There were no flooded basements. Asked administration to look into the price for English Gardens for Christmas lights/decorations.

Mayor Pro Tem Kantor will be out of town February 21-March 11.

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES FEBRUARY 3, 2020

Public Comments

Jason Hammond 27590 California Dr. S.E. – stated he commends the City Council for making the decision to add another person to the infrastructure committee.

Grace Green 17630 Roseland Blvd.- Caribbean Festival was a great event but to assist with the cost look at the Michigan Council of the Arts grants.

Meeting adjourned at 8:05 p.m.

Transcribed by Yvette Talley

City Clerk

Memorandum

To: Mayor and City Council

From: Pamela Bratschi, Treasurer/Assistant City Administrator

Date: February 14, 2020

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of January 2020.

MOTION:

To approve the Monthly Disbursements for the month of January 2020 as:

JANUARY DISBURSEMENTS W/ SALARY INCLUDED		
FUND 101	GENERAL FUND	\$358,326.54
FUND 202	MAJOR ROADS	\$ 10,386.71
FUND 203	LOCAL ROADS	\$ 7,988.48
FUIND 494	DOWNTOWN DEV. AUTH	\$ 11,670.20
FUND 592	WATER & SEW	\$ 255,492.60
TOTAL DISBURSEMENTS		\$ 643,864.53

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 1/1/2020-1/15/2020

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$15,243.10	Bratschi, Carlton, London, Mitchell Schultz, Talley
DDA	\$2,145.83	Stec
Bldg Mnt	\$0.00	
Police	\$36,512.89	Becker, Button, Carmack, Elhourani, Huston Knoll, Lask, Lawrence, McKee, Roberts Tackett, Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$1,038.79	Carlton
Recreation	\$1,854.42	Clough

Total Gross \$56,795.03

Deductions \$20,541.72

Net Payroll \$36,253.31

*** Fund Totals Include Gross Payroll**

General Fund	\$53,610.41
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$2,145.83
Water & Sewer Fund	\$1,038.79
Total	\$56,795.03

CITY OF LATHRUP VILLAGE

Disbursement Report

Period covered 1/16/2020-1/31/2020

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$15,243.10	Bratschi, Carlton, London, Mitchell Schultz, Talley
DDA	\$2,145.83	Stec
Bldg Mnt	\$0.00	

Police	\$36,063.30	Becker, Button, Carmack, Elhourani, Huston Knoll, Lask, Lawrence, McKee, Roberts Tackett, Tompkins Upshaw, Zang
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DPS	\$0.00	
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Water	\$1,038.79	Carlton
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Recreation	\$1,854.42	Clough
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Total Gross **\$56,345.44**

Deductions **\$19,719.97**

Net Payroll **\$36,625.47**

*** Fund Totals Include Gross Payroll**

General Fund	\$304,716.13
Major Road Fund	\$10,386.71
Local Road Fund	\$7,988.48
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$9,524.37
Water & Sewer Fund	\$254,453.81

Total	\$587,069.50
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC TAX SERVICES, LI	TAX OVERPAYMENT	1,341.73	2738
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	282.75	43606
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. GF	INSURANCE	56.34	43612
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	128.60	43624
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	282.75	43643
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	BARBARA ARRINGTON	COMMUNTIY ROOM DEPOSIT	300.00	43573
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	MARVIN TOOKES	COMMUNITY ROOM DEPOSIT	300.00	43600
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	VANESSA BARNETT	COMMUNITY ROOM DEPOSIT	300.00	43620
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ANITA HOLLIS	COMMUNITY ROOM DEPOSIT	300.00	43626
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	EBONY ANTWINE	CANCELLED EVENT	150.00	43633
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	TIFFANY HAZZIEZ	CANCELLED EVENT	150.00	43657
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	UNION DUES	133.96	43585
101-000.000-246.000	POLICE UNION DUES	POLICE OFFICERS ASSOC.	UNION DUES	656.06	43613
101-000.000-283.000	PERFORMANCE BONDS	Foundations Systems of Mic	BD Bond Refund	150.00	43634
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,125.98	43595
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,894.77	43637
101-000.000-401.000	CITY TAXES	CLARENCE HICKS SR.	VETERANS EXEMPTION ON CITY TAXES	2,778.88	2737
Total For Dept 000.000				14,331.82	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT FUND	1.90	43604
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	48.59	43616
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	53.02	43655
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	147.16	43655
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	12.50	43568
101-100.000-803.000	MEMBERSHIPS & MEETINGS	NATIONAL LEAGUE OF CITIES	MEMBERSHIP AND MEETINGS	100.00	43622
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	PLUMBING, MECHANICAL AND ELECTRICAL INS	1,018.55	43601
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING INSPECTIONS, CODE ENFORCEMENT	4,900.00	43601
101-100.000-805.000	CABLE TELEVISION	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	127.32	43568
101-100.000-805.000	CABLE TELEVISION	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES, AND CABLE SUPPLIES	22.47	43625
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES PROVIDED	2,725.89	43630
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	52.21	43580
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	660.00	43583
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	900.00	43632
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	C V STUDIOS	CABLE SERVICES PROVIDED	25.00	43630
101-100.000-822.000	TRAINING	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	42.00	43580
101-100.000-822.000	TRAINING	OAKLAND COUNTY TREASURER	HR TRAINING	30.00	43609
101-100.000-832.000	CITIZEN COMMUNICATION/PR	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	35.88	43568
101-100.000-832.000	CITIZEN COMMUNICATION/PR	POSTMASTER	POSTAGE FOR NEWSLETTER	700.00	43623
101-100.000-832.000	CITIZEN COMMUNICATION/PR	POSTMASTER	NEWSLETTER POSTAGE	163.73	43648
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	540.72	43568
101-100.000-848.000	GOVERNMENT OPERATIONS	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	9.12	43580
101-100.000-848.000	GOVERNMENT OPERATIONS	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	37.51	43570
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN CHAMBER SERVICES,	MICHIGAN STATE AND FEDERAL LABOR LAW PC	89.00	43603
101-100.000-848.000	GOVERNMENT OPERATIONS	KEEP MICHIGAN BEAUTIFUL, I	DONATION	25.00	43640
101-100.000-848.000	GOVERNMENT OPERATIONS	SOUTHFIELD AREA CHAMBER OF	ANNUAL CONNECTOR MEMBERSHIP	285.00	43652
101-100.000-848.000	GOVERNMENT OPERATIONS	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES, AND CABLE SUPPLIES	103.37	43625
101-100.000-848.001	TECHNOLOGY	I.T. RIGHT	I.T. SERVICES	144.00	43636
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	CABLE AND INTERNET	262.29	43584
101-100.000-850.000	TELEPHONE EXPENDITURES	PAETEC	TELEPHONE BILL	408.53	43611
101-100.000-850.000	TELEPHONE EXPENDITURES	PAETEC	TELEPHONE BILL	661.99	43611
101-100.000-850.000	TELEPHONE EXPENDITURES	BSB COMMUNICATIONS, INC.	TELEPHONE REPAIRS	62.50	43628

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONE BILLS	182.00	43659
101-100.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SYS	FUEL FOR CITY VEHICLES	218.78	43619
101-100.000-860.000	VEHICLE EXPENSE	SHERYL MITCHELL	VEHICLE ALLOWANCE	400.00	43650
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	LEAD AND COPPER WATER SERVICE STUDY	741.25	43635
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	ADVERTISEMENT	131.44	43629
Total For Dept 100.000 GOVERNMENT SERVICES				16,068.72	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	220.02	43621
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	1,444.85	43576
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	INSURANCE	469.06	43577
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	172.54	43654
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	220.02	43658
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL FEES	877.50	43572
101-101.000-718.000	ELECTIONS	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	22.10	43580
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	OAKLAND COUNTY TREASURER	BSA TAX SUPPORT FEE AND CITRIX CONNECT	466.88	43608
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	OAKLAND SCHOOLS	2019 WINTER TAX BILLS	578.34	43610
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL FEES	3,150.00	43572
Total For Dept 101.000 ADMINISTRATION				7,621.31	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	43606
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED	476.61	43583
101-201.000-702.000	SALARIES PART-TIME	AFLAC	AFLAC INSURANCE	143.28	43624
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HAI	476.61	43632
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	43643
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	306.57	43581
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS FOR CITY BUILDINGS	1,337.04	43586
101-201.000-920.000	UTILITIES	DTE	ELECTRIC BILLS FOR CITY BUILDINGS	1,969.05	43589
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	ROUTINE MAINTENANCE JANUARY 2020	215.00	43587
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ELITE LIGHT AND POWER	ELECTRICAL WORK PERFORMED AT CITY HALL	420.83	43592
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH CO.INC	PEST CONTROL	87.00	43638
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	207.19	43644
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	1,258.04	43644
101-201.000-936.000	EQUIPMENT MAINTENANCE	TRUCK AND TRAILER SPECIAL	PULL UP RESISTOR	38.33	43618
101-201.000-938.000	PARKING LOT & GROUNDS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	201.48	43568
101-201.000-938.000	PARKING LOT & GROUNDS	HOME DEPOT CREDIT SERVICES	WREATHS FOR CITY HALL	45.84	43593
Total For Dept 201.000 BUILDING & GROUNDS				8,482.37	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	545.92	43621
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	43621
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	986.41	43576
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	INSURANCE	2,874.36	43577
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	INSURANCE	11,263.40	43578
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	292.18	43654
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	545.92	43658
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	43658
101-301.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT FUND	3.68	43604
101-301.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	27.51	43568
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	37.54	43570
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	22.90	43570
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	104.49	43570

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Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	CITY OF LATHRUP VILLAGE	OCACP LUNCH, GUN RANGE, VGA ADAPTOR	42.39	43580
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	MICHAEL ZANG	WALLS FOR CLEMIS/LEIN SECURITY	247.77	43602
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	DRIVERS LICENSE GUIDE COME	I.D. CHECKING GUIDE	119.70	43588
101-301.000-803.000	MEMBERSHIPS & MEETINGS	CITY OF LATHRUP VILLAGE	OCACP LUNCH, GUN RANGE, VGA ADAPTOR	30.00	43580
101-301.000-803.000	MEMBERSHIPS & MEETINGS	LERMA, INC.	MEMBERSHIP DUES 2020	60.00	43599
101-301.000-803.000	MEMBERSHIPS & MEETINGS	MICHIGAN ASSOC OF CHIEFS (MEMBERSHIP FEE	115.00	43642
101-301.000-821.000	POLICE RESERVES	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	150.00	43568
101-301.000-822.000	TRAINING	WAYNE STATE UNIVERSITY SCH	TRAINING	495.00	43660
101-301.000-823.000	FIREARMS TRAINING	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	19.00	43568
101-301.000-823.000	FIREARMS TRAINING	CITY OF LATHRUP VILLAGE	OCACP LUNCH, GUN RANGE, VGA ADAPTOR	19.00	43580
101-301.000-823.000	FIREARMS TRAINING	MICHIGAN POLICE TRAINING	CLASS FOR OFFICER BECKER	325.00	43605
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	ALICE TRAINING INSTITUTE I	TRAINING FOR OFFICER HUSTON	695.00	43569
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	CITY OF SOUTHFIELD	FIRE SERVICE CONTRACT	150,591.25	43582
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MUNSON CLEANERS	UNIFORM CLEANING	237.70	43607
101-301.000-829.000	POLICE UNIFORMS & CLEANING	TERANCE LAWRENCE	BOOT REIMBURSEMENT	40.00	43656
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	DISPATCH	54.05	43571
101-301.000-850.000	TELEPHONE EXPENDITURES	PAETEC	TELEPHONE BILL	480.97	43611
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONE BILLS	181.99	43659
101-301.000-851.000	RADIO COMMUNICATIONS	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP AND PARTICIPATION FEE	2,621.00	43646
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	87.96	43568
101-301.000-860.000	VEHICLE EXPENSE	BELLE TIRE	AUTO REPAIRS ON POLICE VEHICLES	651.00	43574
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CEN	OIL CHANGE ON 2017 TAHOE	71.94	43575
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CEN	OIL CHANGE ON 2018 TAHOE	88.94	43575
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	CAR WASHES	40.00	43597
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SYS	FUEL FOR CITY VEHICLES	2,158.86	43619
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC.	WIPER BLADES	51.28	43645
101-301.000-860.000	VEHICLE EXPENSE	SOUTHFIELD MUFFLER & BRAKE	REPAIR HEADLIGHT	26.95	43653
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY TREASURER	GENERAL REPAIR POLICE VEHICLE	44.04	43647
Total For Dept 301.000 PUBLIC SAFETY				176,526.14	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	53.71	43581
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS FOR CITY BUILDINGS	696.67	43586
101-401.000-920.000	UTILITIES	DTE	ELECTRIC BILLS FOR CITY BUILDINGS	264.80	43589
101-401.000-920.000	UTILITIES	PAETEC	TELEPHONE BILL	91.98	43611
101-401.000-920.000	UTILITIES	US BANK VOYAGER FLEET SYS	FUEL FOR CITY VEHICLES	1,170.26	43619
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	10,333.30	43598
Total For Dept 401.000 PUBLIC SERVICE				12,610.72	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL WASTE DECEMBER 2019	288.28	43651
Total For Dept 501.000 LEAF COLLECTION				288.28	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE, RECYCLABLES AND YARD WASTE COLI	14,803.00	43615
Total For Dept 502.000				14,803.00	
Dept 601.000 RECREATION					
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	27.82	43621
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	321.26	43576
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	21.51	43654
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	27.82	43658
101-601.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES, AND CABLE SUPPLIES	74.84	43625

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 601.000 RECREATION					
101-601.000-806.000	OTHER RECREATION PROGRAMS	MARSHA OBER	REFUND OF FITNESS CENTER MEMBERSHIP	75.00	43641
101-601.000-811.000	SENIOR ACTIVITIES	SCOTT D. VERNIER	PERFORMANCE FOR SENIOR APPRECIATION LUN	100.00	43614
101-601.000-812.000	COMMUNITY EVENTS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	174.70	43568
Total For Dept 601.000 RECREATION				822.95	
Total For Fund 101 GENERAL FUND				251,555.31	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	34.74	43576
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	2.69	43654
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	137.42	43579
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	156.98	43631
202-702.000-864.000	TRAFFIC CONTROLS	DTE ENERGY	STREET LIGHTS	1,854.74	43590
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAN	SUB SIGNALS	57.82	43649
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAN	SUB SIGNALS	485.67	43649
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL AND TREE TRIMMING	616.50	43596
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	441.00	43596
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	STUMP GRINDING	1,264.25	43639
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	43598
Total For Dept 702.000				10,386.71	
Total For Fund 202 MAJOR ROAD FUND				10,386.71	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	34.74	43576
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	2.69	43654
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	137.43	43579
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	156.97	43631
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL AND TREE TRIMMING	616.50	43596
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	441.00	43596
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	STUMP GRINDING	1,264.25	43639
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	43598
Total For Dept 703.000				7,988.48	
Total For Fund 203 LOCAL ROAD FUND				7,988.48	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-702.000	SALARIES PART-TIME	ANNETTE SMITH	ASSISTING WITH MLK SET UP	119.00	43627
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	43.18	43621
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	1,107.32	43576
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	31.96	43654
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	43.18	43658
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING RETAINER	1,875.00	43635
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING RETAINER, SITE PLAN REVIEW	2,641.15	43635
494-000.000-887.000	FARMERS MARKET	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	830.93	43568
494-000.000-887.000	FARMERS MARKET	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	46.00	43580
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	9.27	43621
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	9.27	43658
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, CABLE, MEETINGS	622.28	43568
Total For Dept 000.000				7,378.54	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				7,378.54	
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43621
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	5,676.70	43576
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	9.49	43654
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43658
592-536.000-902.000	BILLING SERVICES	ALEXANDER BAILEY	TRY TO PAY TAXES ON WATER BILL CHECK, F	694.72	2515
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	43598
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	REPAIR SINK HOLE, REPAIR HYDRANT	2,200.00	43617
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	REPAIR D BOX, MAINBREAK	1,825.00	43617
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER CHARGES FOR THE MONTH ENDING DECE	30,553.95	2521
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND	180.00	43591
592-536.000-974.000	WATER MAIN PROJECT	SUNDE BUILDING INC.	WATER MAIN INSTALL	89,175.00	43617
592-536.000-974.000	WATER MAIN PROJECT	GIFFELS-WEBSTER ENG INC	2018 WATER MAIN PROGRAM	407.50	43635
Total For Dept 536.000 WATER DEPARTMENT				136,748.81	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43621
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	INSURANCE	133.31	43576
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	9.50	43654
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43658
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	43598
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE	ELECTRIC BILLS FOR CITY BUILDINGS	14.08	43589
592-537.000-939.000	SEWER SYTEM MAINTENANCE	OAKLAND COUNTY WATER RESOU	OPERATION AND MAINTENANCE OF RETENTION	18,750.00	2520
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL FOR THE MONTH OF DECEME	81,786.82	2519
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE	ELECTRIC BILLS FOR CITY BUILDINGS	2,343.59	43589
592-537.000-946.000	RETENTION TANK UTIL-WATER	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	69.34	43581
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	ENERGY BILLS FOR CITY BUILDINGS	36.59	43586
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	INTERENT AT RETENTION TANK	113.35	43584
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	PAETEC	TELEPHONE BILL	77.38	43611
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	CITY OF LATHRUP VILLAGE	POSTAGE, CONCERTS IN THE PARK, PARKING	18.90	43580
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	JOHNSON CONTROLS	MECHANICAL WORK AT RETENTION TANK	1,681.20	2516
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	KENNEDY INDUSTRIES INC	FIELD SERVICE AT RETENTION TANK	1,119.00	2517
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	KISM LLC	SCADA MONITORING SYSTEM	2,625.00	2518
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	OAKLAND COUNTY TREASURER	INDUSTRIAL WASTE CONTROL	1,336.79	2519
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	CROSS CONNECTION CONTROL	525.00	43594
Total For Dept 537.000 SEWER DEPARTMENT				116,666.30	
Total For Fund 592 WATER & SEWER FUND				253,415.11	

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DB: Lathrup

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	251,555.31
Fund 202 MAJOR ROAD FUNI	10,386.71
Fund 203 LOCAL ROAD FUNI	7,988.48
Fund 494 DOWNTOWN DEVELC	7,378.54
Fund 592 WATER & SEWER I	253,415.11
Total For All Funds:	<u>530,724.15</u>



LAW OFFICE

BAKER & ELOWSKY, PLLC

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www.bakerelowsky.com

SCOTT R. BAKER
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

January 3, 2020

Via Email

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

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

Re: Legal Department Billing for December 1 through December 31, 2019

Dear Dr. Mitchell and Ms. Bratschi:

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

1. General Retainer	\$2,500.00
2. Special Legal Services	\$ 650.00
3. Downtown Development Authority	\$0
4. Project Reimbursement	\$0
5. Prosecution/Code Enforcement	<u>\$ 877.50</u>
	\$4,027.50

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker
Lathrup Village Attorney

Enclosures



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01-03-2020

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

Invoice Number: 926
Invoice Period: 12-01-2019 - 12-31-2019

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
12-03-2019	SRB	Review correspondence from Planner Bahm	0.25	32.50
12-03-2019	SRB	Review correspondence from Building official re 28505 Southfield Road	0.25	32.50
12-11-2019	SRB	Draft encroachment license agreement for Lan Lan Holdings, LLC.	0.50	65.00
12-17-2019	SRB	Prepare for and attend Planning Commission meeting.	2.00	260.00
12-20-2019	SRB	Review and respond to correspondence from code enforcement officer; telephone conference with same.	0.25	32.50
12-20-2019	SRB	Conference call with City officials, planner, building official and fire inspector re Dhal Real Estate properties.	0.75	97.50
12-20-2019	SRB	Review correspondence from Building official re Dhal Real Estate.	0.25	32.50
12-20-2019	SRB	Review correspondence from Building official re Dhal Real Estate.	0.25	32.50
12-27-2019	SRB	Telephone Conference with attorney for PAP investments re encroachment easement.	0.25	32.50
12-27-2019	SRB	Review correspondence from attorney from PAP Investments.	0.25	32.50
			Total Fees	650.00

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

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Time Summary

Professional	Hours	Amount
Scott Baker	5.00	650.00
	Total Fees	650.00
	Total for this Invoice	650.00



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01-03-2020

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

Invoice Number: 925
Invoice Period: 12-01-2019 - 12-31-2019

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
12-04-2019	SRB	Review correspondence from code enforcement officer re Dhal Real Estate	0.25	32.50
12-06-2019	SRB	Review correspondence from code enforcement officer.	0.25	32.50
12-09-2019	SRB	Receipt and review of 46th District Court final docket for 12/11/2019.	0.25	32.50
12-10-2019	SRB	Phone call with defendant concerning resolution of zoning violation and formal hearing re: 19L0001630.	0.25	32.50
12-10-2019	SRB	Phone call with defense counsel and receipt and review stipulation and order concerning court date for formal hearing re: 19L0001574.	0.25	32.50
12-10-2019	SRB	Review correspondence from code officer re 28505 Southfield Road	0.25	32.50
12-11-2019	SRB	Review correspondence from Chief McKee	0.25	32.50
12-11-2019	SRB	Telephone conference with code enforcement officer.	0.25	32.50
12-11-2019	SRB	Telephone conference with Sgt. Zang	0.25	32.50
12-11-2019	SRB	Appear in 46th District Court for Prosecution Docket.	2.50	325.00
12-16-2019	SRB	Phone call with retained defense counsel concerning court date re: 19LV01574.	0.25	32.50

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Page 1 of 2

Date	Professional	Description	Hours	Amount
12-16-2019	SRB	Review correspondence from Chief McKee	0.25	32.50
12-17-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV02754A; copy to Police Clerk.	0.25	32.50
12-17-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV02688A; copy to Police Clerk.	0.25	32.50
12-20-2019	SRB	Telephone conference with defense attorney re ticket number 19-0012192	0.25	32.50
12-23-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV02776A; copy to Police Clerk.	0.25	32.50
12-26-2019	SRB	Review correspondence from 46th District Court re March and April Court Calendars.	0.25	32.50
12-27-2019	SRB	Telephone conference with Defense attorney re civil infraction ticket.	0.25	32.50
			Total Fees	877.50

Time Summary

Professional	Hours	Amount
Scott Baker	6.75	877.50
		Total Fees

Total for this Invoice 877.50



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NOVI, MICHIGAN 48375
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www.bakerelowsky.com

01-03-2020

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

Invoice Number: 924

Invoice Period: 12-01-2019 - 12-31-2019

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
12-02-2019	SRB	Prepare for and attend special meeting of City Council	2.00	No Charge
12-02-2019	SRB	Review correspondence from Admin re Council nomination process	0.25	No Charge
12-02-2019	SRB	Review correspondence from Admin re city report	0.25	No Charge
12-02-2019	SRB	Review multiple correspondence from S. Stec and Planning Commission members re meeting date change	0.25	No Charge
12-03-2019	SRB	Review correspondence from multiple planning commissioner's re meeting schedule.	0.50	No Charge
12-03-2019	SRB	Review correspondence from Admin re leaf collection	0.25	No Charge
12-03-2019	SRB	Review correspondence from Admin re Grant award	0.25	No Charge
12-04-2019	SRB	Review correspondence from admin re speed enforcement initiative.	0.25	No Charge
12-04-2019	SRB	Review correspondence from Admin re DiMaggio posting	0.25	No Charge
12-04-2019	SRB	Review correspondence from Admin re PROTEC meeting	0.25	No Charge
12-04-2019	SRB	Review correspondence from S. Stec re easement application.	0.25	No Charge
12-04-2019	SRB	Review and respond to correspondence from Admin re	0.25	No Charge

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

Page 1 of 3

Date	Professional	Description	Hours	Amount
		easement application.		
12-04-2019	SRB	Review correspondence from Admin re tree lighting	0.25	No Charge
12-05-2019	SRB	Review correspondence from S. Stec re Dhal Real Estate	0.25	No Charge
12-05-2019	SRB	Review and respond to correspondence from S. Stec re Jagged Fork Parking Lot improvements	0.25	No Charge
12-06-2019	SRB	Review correspondence from S. Stec re Planning Commission meeting.	0.25	No Charge
12-06-2019	SRB	Review and respond to correspondence from S. Stec re Jagged Fork Parking Lot improvements	0.25	No Charge
12-06-2019	SRB	Review and respond to correspondence from Admin re easement application.	0.25	No Charge
12-06-2019	SRB	Review correspondence from Admin re Dhal Real Estate.	0.25	No Charge
12-09-2019	SRB	Review correspondence from Admin re Hardaway update	0.25	No Charge
12-10-2019	SRB	Review correspondence from Admin re Hardaway update	0.25	No Charge
12-10-2019	SRB	Review and respond to correspondence from Admin re Gorbe state law claims inquiry	0.25	No Charge
12-10-2019	SRB	Review correspondence from Admin re small business Saturday	0.25	No Charge
12-10-2019	SRB	Review correspondence from Admin re 28505 Southfield Road	0.25	No Charge
12-11-2019	SRB	Review correspondence from admin regarding city Council draft agenda.	0.25	No Charge
12-11-2019	SRB	Review correspondence from admin regarding multi city traffic enforcement press release.	0.25	No Charge
12-11-2019	SRB	Review correspondence from S. Stec regarding planning commission meeting.	0.25	No Charge
12-12-2019	SRB	Review correspondence from Clerk	0.25	No Charge
12-12-2019	SRB	Review correspondence from Admin.	0.25	No Charge
12-12-2019	SRB	Review City Council agenda for 12-16 meeting	0.25	No Charge
12-13-2019	SRB	Review multiple correspondence from S. Stec re Planning Commission Meeting and proposed agenda	0.50	No Charge
12-13-2019	SRB	Review correspondence from Clerk re advisory vote	0.25	No Charge
12-16-2019	SRB	Prepare for and attend City Council Meeting	2.00	No Charge

Date	Professional	Description	Hours	Amount
12-17-2019	SRB	Review correspondence from Clerk re meeting dates	0.25	No Charge
12-17-2019	SRB	Review correspondence from Admin re Gorbe Litigation	0.25	No Charge
12-17-2019	SRB	Review correspondence from Admin re credit card fraud	0.25	No Charge
12-18-2019	SRB	Review correspondence from S. Stec re Jagged Fork parking lot improvements	0.25	No Charge
12-18-2019	SRB	Review correspondence from Admin re Gorbe litigation	0.25	No Charge
12-18-2019	SRB	Review correspondence from Admin re Southfield Road enforcement press release	0.25	No Charge
12-18-2019	SRB	Review correspondence from Admin and Chief re community room rental inquiry	0.25	No Charge
12-19-2019	SRB	Review correspondence from S. Stec	0.25	No Charge
12-23-2019	SRB	Review correspondence from Admin re DDA Board info	0.25	No Charge
12-23-2019	SRB	Review correspondence from S. Stec	0.25	No Charge
12-30-2019	SRB	Review correspondence from S. Stec Re ZBA Applicaiton	0.25	No Charge
12-30-2019	SRB	Review correspondence from S. Stec re Encroachment license.	0.25	No Charge
12-30-2019	SRB	Review correspondence from Admin re Gorbe litigation.	0.25	No Charge
12-31-2019	SRB	Services Rendered		2,500.00
			Total Fees	2,500.00

Time Summary

Professional	Hours	Amount
Scott Baker	15.50	2,500.00
		Total Fees

Total for this Invoice 2,500.00

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DB: Lathrup

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 01/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-401.000	CITY TAXES	2,693,123.00	2,693,123.00	2,546,028.49	15,375.69	147,094.51	94.54
101-000.000-402.000	REFUSE COLLECTION TAXES	403,957.00	403,957.00	387,955.64	6,134.69	16,001.36	96.04
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	7,000.00	5,000.00	1,288.71	515.45	3,711.29	25.77
101-000.000-414.000	TAX PENALTIES	38,500.00	38,500.00	12,969.00	6,906.80	25,531.00	33.69
101-000.000-415.000	MISCELLANEOUS REVENUE	12,000.00	12,000.00	2,898.59	786.77	9,101.41	24.15
101-000.000-416.000	WORK COMP DIVIDEND REVENUE	0.00	4,771.00	4,771.00	4,771.00	0.00	100.00
101-000.000-416.001	PROPERTY & LIABILITY DIVIDEND REVENUE	6,500.00	6,878.00	6,878.00	0.00	0.00	100.00
101-000.000-419.000	AT & T LEASE PAYMENTS	55,000.00	55,000.00	35,518.77	10,148.22	19,481.23	64.58
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	45,000.00	45,000.00	24,131.66	3,447.38	20,868.34	53.63
101-000.000-446.000	INVESTMENT INTEREST	20,000.00	26,000.00	18,678.89	1,502.37	7,321.11	71.84
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	75,000.00	77,000.00	77,744.86	9,418.45	(744.86)	100.97
101-000.000-448.001	INSURANCE RECOVERIES	0.00	7,143.00	8,958.80	4,460.89	(1,815.80)	125.42
101-000.000-455.000	METRO AUTHORITY-FEE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	95,000.00	95,000.00	24,016.00	4,982.00	70,984.00	25.28
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	3,000.00	6,000.00	5,009.00	105.00	991.00	83.48
101-000.000-458.000	PLUMBING/HEATING PERMITS	24,500.00	24,500.00	9,435.00	1,760.00	15,065.00	38.51
101-000.000-459.000	ELECTRICAL PERMITS	16,000.00	16,000.00	6,655.00	1,163.00	9,345.00	41.59
101-000.000-460.000	LICENSES & REGISTRATIONS	9,000.00	9,000.00	875.00	55.00	8,125.00	9.72
101-000.000-461.000	DOG & CAT LICENSES	1,000.00	1,000.00	847.00	192.00	153.00	84.70
101-000.000-465.000	CABLE TV REVENUES	120,000.00	120,000.00	36,121.47	6,997.34	83,878.53	30.10
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	20,000.00	28,000.00	25,395.34	2,669.94	2,604.66	90.70
101-000.000-471.000	DONATIONS-OTHER	8,000.00	8,200.00	200.00	0.00	8,000.00	2.44
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	60,000.00	60,000.00	34,061.00	6,174.00	25,939.00	56.77
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	800.00	805.00	805.05	0.00	(0.05)	100.01
101-000.000-542.000	SMART CREDITS	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-000.000-543.000	FEDERAL/STATE GRANTS	0.00	1,469.00	1,468.70	0.00	0.30	99.98
101-000.000-545.000	POLICE ACTIVITY REIMBURSEMENT	0.00	0.00	0.00	(1,317.25)	0.00	0.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00	15,000.00	7,847.68	2,328.25	7,152.32	52.32
101-000.000-574.000	STATE SHARED REVENUES	416,425.00	416,425.00	231,187.93	36,737.59	185,237.07	55.52
101-000.000-612.000	DISTRICT COURT FINES	125,000.00	175,000.00	69,515.22	9,854.67	105,484.78	39.72
101-000.000-626.000	COMMUNITY DEVELOPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-000.000-628.000	WEED CONTROL REVENUE	0.00	160.00	160.00	160.00	0.00	100.00
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	20,000.00	20,000.00	9,242.40	5,419.98	10,757.60	46.21
101-000.000-667.000	MUNICIPAL BUILDING RENT	0.00	0.00	0.00	(100.00)	0.00	0.00
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	4,917.00	4,917.00	4,917.00	0.00	100.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	1,639.00	1,639.00	1,639.00	1,639.00	0.00	100.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	28,000.00	16,000.00	0.00	0.00	16,000.00	0.00
Total Dept 000.000		4,373,361.00	4,442,487.00	3,597,220.20	147,205.23	845,266.80	80.97
TOTAL REVENUES		4,373,361.00	4,442,487.00	3,597,220.20	147,205.23	845,266.80	80.97

Expenditures							
Dept 100.000 - GOVERNMENT SERVICES							
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	27,000.00	29,880.00	29,880.00	0.00	0.00	100.00
101-100.000-710.000	UNEMPLOYMENT INSURANCE	100.00	50.00	1.90	1.90	48.10	3.80
101-100.000-712.000	WORKER'S COMP INSURANCE	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	6,000.00	3,030.14	248.77	2,969.86	50.50
101-100.000-732.000	CODE ENFORCEMENT	2,000.00	2,000.00	60.00	0.00	1,940.00	3.00
101-100.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,087.00	2,087.12	0.00	(0.12)	100.01
101-100.000-803.000	MEMBERSHIPS & MEETINGS	7,000.00	7,000.00	4,753.93	112.50	2,246.07	67.91
101-100.000-804.000	BUILDING TRADE INSPECTION	97,100.00	97,100.00	66,930.80	5,918.55	30,169.20	68.93
101-100.000-805.000	CABLE TELEVISION	35,000.00	35,000.00	23,418.01	2,875.68	11,581.99	66.91

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	28,000.00	31,000.00	20,694.26	1,637.21	10,305.74	66.76
101-100.000-810.000	AUDITING & ACCOUNTING	27,540.00	19,621.00	19,621.25	0.00	(0.25)	100.00
101-100.000-818.000	APPRECIATION DINNER	1,000.00	1,000.00	160.05	0.00	839.95	16.01
101-100.000-822.000	TRAINING	7,000.00	7,000.00	2,424.46	72.00	4,575.54	34.64
101-100.000-832.000	CITIZEN COMMUNICATION/PR	10,000.00	10,000.00	8,034.95	899.61	1,965.05	80.35
101-100.000-840.000	LIBRARY PAYMENT	145,439.00	120,000.00	59,969.00	0.00	60,031.00	49.97
101-100.000-848.000	GOVERNMENT OPERATIONS	35,000.00	45,000.00	27,039.80	2,405.24	17,960.20	60.09
101-100.000-848.001	TECHNOLOGY	30,000.00	30,000.00	11,367.00	144.00	18,633.00	37.89
101-100.000-850.000	TELEPHONE EXPENDITURES	16,000.00	20,000.00	10,294.82	1,577.31	9,705.18	51.47
101-100.000-860.000	VEHICLE EXPENSE	7,500.00	7,500.00	3,961.81	618.78	3,538.19	52.82
101-100.000-880.000	CDBG EXPENDITURES	4,000.00	4,000.00	540.00	0.00	3,460.00	13.50
101-100.000-882.000	PLANNING/CONSULTING FEES	6,000.00	6,000.00	4,181.03	741.25	1,818.97	69.68
101-100.000-883.000	CITY BEAUTIFICATION	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-100.000-900.000	PRINTING/PUBLICATION COSTS	15,000.00	15,000.00	5,465.30	131.44	9,534.70	36.44
101-100.000-901.000	POSTAGE FEES	4,000.00	4,000.00	1,032.27	0.00	2,967.73	25.81
Total Dept 100.000 - GOVERNMENT SERVICES		523,179.00	509,738.00	304,947.90	17,384.24	204,790.10	59.82
Dept 101.000 - ADMINISTRATION							
101-101.000-701.000	SALARIES FULL-TIME	369,486.00	369,486.00	198,546.39	28,090.02	170,939.61	53.74
101-101.000-702.000	SALARIES PART-TIME	31,664.00	31,664.00	0.00	0.00	31,664.00	0.00
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	114,947.00	182,000.00	111,123.10	14,039.14	70,876.90	61.06
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00	20,000.00	6,175.00	877.50	13,825.00	30.88
101-101.000-718.000	ELECTIONS	12,000.00	12,000.00	5,419.88	22.10	6,580.12	45.17
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	35,350.00	35,350.00	33,788.18	1,045.22	1,561.82	95.58
101-101.000-722.000	LEGAL SERVICES	60,000.00	60,000.00	24,227.50	3,150.00	35,772.50	40.38
101-101.000-723.000	BOARD OF REVIEW	560.00	560.00	0.00	0.00	560.00	0.00
Total Dept 101.000 - ADMINISTRATION		644,007.00	711,060.00	379,280.05	47,223.98	331,779.95	53.34
Dept 201.000 - BUILDING & GROUNDS							
101-201.000-702.000	SALARIES PART-TIME	31,000.00	31,000.00	17,278.10	2,396.00	13,721.90	55.74
101-201.000-920.000	UTILITIES	45,000.00	45,000.00	26,982.27	3,612.66	18,017.73	59.96
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	28,000.00	28,000.00	12,972.52	2,188.06	15,027.48	46.33
101-201.000-930.001	BUILDING - GRANTS	7,928.00	7,928.00	2,569.00	0.00	5,359.00	32.40
101-201.000-936.000	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	38.33	38.33	2,461.67	1.53
101-201.000-938.000	PARKING LOT & GROUNDS	5,500.00	10,000.00	8,196.36	247.32	1,803.64	81.96
Total Dept 201.000 - BUILDING & GROUNDS		119,928.00	124,428.00	68,036.58	8,482.37	56,391.42	54.68
Dept 301.000 - PUBLIC SAFETY							
101-301.000-701.000	SALARIES FULL-TIME	750,641.00	750,641.00	408,897.37	63,122.23	341,743.63	54.47
101-301.000-702.000	SALARIES PART-TIME	50,000.00	65,000.00	64,704.77	7,288.66	295.23	99.55
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	435,101.00	435,101.00	239,624.27	26,423.57	195,476.73	55.07
101-301.000-704.000	SALARIES-OVERTIME	60,000.00	60,000.00	28,524.29	2,165.30	31,475.71	47.54
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	24,480.00	24,480.00	24,480.00	0.00	0.00	100.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	700.00	250.00	3.68	3.68	246.32	1.47
101-301.000-712.000	WORKER'S COMP INSURANCE	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00
101-301.000-726.000	OFFICE SUPPLIES	5,000.00	5,000.00	1,583.72	87.95	3,416.28	31.67
101-301.000-727.000	ROAD SUPPLIES	2,000.00	2,000.00	32.99	0.00	1,967.01	1.65
101-301.000-728.000	EVIDENCE SUPPLIES	1,500.00	1,500.00	6.00	0.00	1,494.00	0.40
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	3,000.00	3,000.00	1,843.01	394.65	1,156.99	61.43
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	1,000.00	1,000.00	119.70	119.70	880.30	11.97

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00	3,500.00	1,650.00	205.00	1,850.00	47.14
101-301.000-821.000	POLICE RESERVES	1,000.00	1,000.00	150.00	150.00	850.00	15.00
101-301.000-822.000	TRAINING	14,000.00	14,000.00	5,104.13	495.00	8,895.87	36.46
101-301.000-823.000	FIREARMS TRAINING	4,500.00	4,500.00	3,992.99	363.00	507.01	88.73
101-301.000-824.000	CRIME PREVENTION	3,000.00	3,000.00	701.14	0.00	2,298.86	23.37
101-301.000-825.000	ANIMAL CONTROL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-301.000-826.000	YOUTH & DRUG PROGRAMS	1,000.00	1,000.00	50.50	0.00	949.50	5.05
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	800.00	2,000.00	1,450.00	440.00	550.00	72.50
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	689,623.00	691,824.00	451,773.75	150,591.25	240,050.25	65.30
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	3,328.87	277.70	11,671.13	22.19
101-301.000-836.000	PRISONER LOCKUP	8,000.00	8,000.00	2,500.00	0.00	5,500.00	31.25
101-301.000-850.000	TELEPHONE EXPENDITURES	10,000.00	10,000.00	3,934.87	717.01	6,065.13	39.35
101-301.000-851.000	RADIO COMMUNICATIONS	16,200.00	16,200.00	5,563.00	2,621.00	10,637.00	34.34
101-301.000-860.000	VEHICLE EXPENSE	40,000.00	40,000.00	17,334.28	3,220.97	22,665.72	43.34
Total Dept 301.000 - PUBLIC SAFETY		2,157,045.00	2,174,996.00	1,267,353.33	258,686.67	907,642.67	58.27
Dept 401.000 - PUBLIC SERVICE							
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	4,250.00	4,250.00	3,908.40	572.20	341.60	91.96
101-401.000-890.000	PARK MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-401.000-892.000	SIDEWALK MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-401.000-920.000	UTILITIES	21,000.00	21,000.00	9,331.08	2,277.42	11,668.92	44.43
101-401.000-921.000	CONTRACTUAL SERVICES	123,999.00	123,999.00	72,333.10	10,333.30	51,665.90	58.33
101-401.000-936.000	EQUIPMENT MAINTENANCE	2,500.00	3,000.00	2,406.86	0.00	593.14	80.23
Total Dept 401.000 - PUBLIC SERVICE		159,249.00	159,749.00	87,979.44	13,182.92	71,769.56	55.07
Dept 501.000 - LEAF COLLECTION							
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	6,000.00	5,000.00	3,336.40	288.28	1,663.60	66.73
Total Dept 501.000 - LEAF COLLECTION		6,000.00	5,000.00	3,336.40	288.28	1,663.60	66.73
Dept 502.000							
101-502.000-801.001	SOCRRA	360,500.00	360,500.00	167,748.00	14,803.00	192,752.00	46.53
Total Dept 502.000		360,500.00	360,500.00	167,748.00	14,803.00	192,752.00	46.53
Dept 601.000 - RECREATION							
101-601.000-701.000	SALARIES FULL-TIME	32,250.00	32,250.00	18,626.56	2,781.64	13,623.44	57.76
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	8,213.00	8,213.00	5,555.26	740.19	2,657.74	67.64
101-601.000-712.000	WORKER'S COMP INSURANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-726.000	OFFICE SUPPLIES	500.00	250.00	74.84	74.84	175.16	29.94
101-601.000-806.000	OTHER RECREATION PROGRAMS	20,000.00	20,000.00	2,829.70	75.00	17,170.30	14.15
101-601.000-807.000	BUS TRANSPORTATION	3,000.00	3,000.00	1,420.00	0.00	1,580.00	47.33
101-601.000-811.000	SENIOR ACTIVITIES	1,000.00	500.00	100.00	100.00	400.00	20.00
101-601.000-812.000	COMMUNITY EVENTS	20,000.00	25,000.00	23,112.36	174.70	1,887.64	92.45
101-601.000-817.000	FITNESS CENTER EXP	500.00	500.00	0.00	0.00	500.00	0.00
101-601.000-884.000	CONCERTS IN THE PARK	10,000.00	10,000.00	4,500.00	0.00	5,500.00	45.00
Total Dept 601.000 - RECREATION		96,463.00	100,713.00	56,218.72	3,946.37	44,494.28	55.82

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DB: Lathrup

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 01/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/20 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET			BALANCE NORM (ABNORM)		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 811.000								
101-811.000-970.000	CAPITAL EXPENDITURE	112,950.00	112,950.00	112,950.00	112,950.00	0.00		100.00
101-811.000-999.203	TRANSFER OUT TO LOCAL ROADS	193,812.00	193,812.00	193,812.00	193,812.00	0.00		100.00
Total Dept 811.000		306,762.00	306,762.00	306,762.00	306,762.00	0.00		100.00
TOTAL EXPENDITURES		4,373,133.00	4,452,946.00	2,641,662.42	670,759.83	1,811,283.58		59.32
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		4,373,361.00	4,442,487.00	3,597,220.20	147,205.23	845,266.80		80.97
TOTAL EXPENDITURES		4,373,133.00	4,452,946.00	2,641,662.42	670,759.83	1,811,283.58		59.32
NET OF REVENUES & EXPENDITURES		228.00	(10,459.00)	955,557.78	(523,554.60)	(966,016.78)		9,136.23

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 01/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/20 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET			BALANCE NORM	(ABNORM)	
Fund 202 - MAJOR ROAD FUND								
Revenues								
Dept 702.000								
202-702.000-574.000	STATE SHARED REVENUES	385,986.00	385,986.00	111,102.81	0.00	274,883.19		28.78
202-702.000-665.000	INVESTMENT INTEREST	400.00	400.00	0.00	0.00	400.00		0.00
Total Dept 702.000		386,386.00	386,386.00	111,102.81	0.00	275,283.19		28.75
TOTAL REVENUES		386,386.00	386,386.00	111,102.81	0.00	275,283.19		28.75
Expenditures								
Dept 702.000								
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	6,540.00	6,540.00	806.94	113.18	5,733.06		12.34
202-702.000-705.000	SALARIES-ADMIN	5,460.00	5,460.00	3,185.00	455.00	2,275.00		58.33
202-702.000-810.000	AUDITING & ACCOUNTING	5,360.00	5,360.00	5,360.00	0.00	0.00		100.00
202-702.000-856.000	ADMINISTRATION & ENGINEERING	5,000.00	5,000.00	1,639.00	1,639.00	3,361.00		32.78
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	5,000.00	912.54	294.40	4,087.46		18.25
202-702.000-862.000	ROADSIDE MAINTENANCE	5,000.00	5,000.00	2,979.96	0.00	2,020.04		59.60
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	9,058.31	2,398.23	15,941.69		36.23
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00	5,500.00	1,322.80	0.00	4,177.20		24.05
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	5,000.00	0.00	0.00	5,000.00		0.00
202-702.000-870.000	FORESTRY	30,000.00	30,000.00	19,092.14	2,321.75	10,907.86		63.64
202-702.000-921.000	CONTRACTUAL SERVICES	64,019.00	64,019.00	37,344.30	5,334.90	26,674.70		58.33
202-702.000-970.000	CAPITAL EXPENDITURE	40,000.00	40,000.00	37,637.50	0.00	2,362.50		94.09
202-702.000-999.203	TRANSFER OUT TO LOCAL ROADS	173,694.00	173,694.00	173,694.00	173,694.00	0.00		100.00
Total Dept 702.000		375,573.00	375,573.00	293,032.49	186,250.46	82,540.51		78.02
TOTAL EXPENDITURES		375,573.00	375,573.00	293,032.49	186,250.46	82,540.51		78.02
Fund 202 - MAJOR ROAD FUND:								
TOTAL REVENUES		386,386.00	386,386.00	111,102.81	0.00	275,283.19		28.75
TOTAL EXPENDITURES		375,573.00	375,573.00	293,032.49	186,250.46	82,540.51		78.02
NET OF REVENUES & EXPENDITURES		10,813.00	10,813.00	(181,929.68)	(186,250.46)	192,742.68		1,682.51

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL ROAD FUND							
Revenues							
Dept 703.000							
203-703.000-415.000	MISCELLANEOUS REVENUE	13,603.00	13,603.00	0.00	0.00	13,603.00	0.00
203-703.000-574.000	STATE SHARED REVENUES	128,662.00	128,662.00	64,447.99	0.00	64,214.01	50.09
203-703.000-665.000	INVESTMENT INTEREST	300.00	300.00	0.00	0.00	300.00	0.00
203-703.000-690.101	TRANSFER IN FROM GENERAL FUND	193,812.00	193,812.00	193,812.00	193,812.00	0.00	100.00
203-703.000-690.202	TRANSFER IN FROM MAJOR ROADS	173,694.00	173,694.00	173,694.00	173,694.00	0.00	100.00
Total Dept 703.000		510,071.00	510,071.00	431,953.99	367,506.00	78,117.01	84.69
TOTAL REVENUES		510,071.00	510,071.00	431,953.99	367,506.00	78,117.01	84.69
Expenditures							
Dept 703.000							
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	6,540.00	6,540.00	806.94	113.18	5,733.06	12.34
203-703.000-705.000	SALARIES-ADMIN	5,460.00	5,460.00	3,185.00	455.00	2,275.00	58.33
203-703.000-810.000	AUDITING & ACCOUNTING	3,185.00	3,185.00	3,185.00	0.00	0.00	100.00
203-703.000-852.000	PUBLIC SERVICE BUILDING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
203-703.000-861.000	ROAD MAINTENANCE	318,737.00	318,737.00	88,884.87	294.40	229,852.13	27.89
203-703.000-862.000	ROADSIDE MAINTENANCE	0.00	2,922.00	2,922.12	0.00	(0.12)	100.00
203-703.000-864.000	TRAFFIC CONTROLS	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00	5,000.00	1,322.81	0.00	3,677.19	26.46
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
203-703.000-870.000	FORESTRY	30,000.00	30,000.00	19,092.19	2,321.75	10,907.81	63.64
203-703.000-921.000	CONTRACTUAL SERVICES	64,019.00	64,019.00	37,344.30	5,334.90	26,674.70	58.33
203-703.000-970.000	CAPITAL EXPENDITURE	40,000.00	40,000.00	37,637.50	0.00	2,362.50	94.09
Total Dept 703.000		481,941.00	484,863.00	194,380.73	8,519.23	290,482.27	40.09
TOTAL EXPENDITURES		481,941.00	484,863.00	194,380.73	8,519.23	290,482.27	40.09
Fund 203 - LOCAL ROAD FUND:							
TOTAL REVENUES		510,071.00	510,071.00	431,953.99	367,506.00	78,117.01	84.69
TOTAL EXPENDITURES		481,941.00	484,863.00	194,380.73	8,519.23	290,482.27	40.09
NET OF REVENUES & EXPENDITURES		28,130.00	25,208.00	237,573.26	358,986.77	(212,365.26)	942.45

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 258 - CAPITAL ACQUISITION FUND							
Revenues							
Dept 000.000							
258-000.000-446.000	INVESTMENT INTEREST	400.00	400.00	1,001.67	138.44	(601.67)	250.42
258-000.000-690.101	TRANSFER IN FROM GENERAL FUND	112,950.00	112,950.00	112,950.00	112,950.00	0.00	100.00
Total Dept 000.000		113,350.00	113,350.00	113,951.67	113,088.44	(601.67)	100.53
TOTAL REVENUES		113,350.00	113,350.00	113,951.67	113,088.44	(601.67)	100.53
Expenditures							
Dept 000.000							
258-000.000-970.000	CAPITAL EXPENDITURE	112,950.00	112,950.00	54,096.30	0.00	58,853.70	47.89
Total Dept 000.000		112,950.00	112,950.00	54,096.30	0.00	58,853.70	47.89
TOTAL EXPENDITURES		112,950.00	112,950.00	54,096.30	0.00	58,853.70	47.89
Fund 258 - CAPITAL ACQUISITION FUND:							
TOTAL REVENUES		113,350.00	113,350.00	113,951.67	113,088.44	(601.67)	100.53
TOTAL EXPENDITURES		112,950.00	112,950.00	54,096.30	0.00	58,853.70	47.89
NET OF REVENUES & EXPENDITURES		400.00	400.00	59,855.37	113,088.44	(59,455.37)	4,963.84

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	92,837.00	92,837.00	14,887.01	0.00	77,949.99	16.04
494-000.000-410.000	TAX COLLECTED OTHER	45,000.00	45,000.00	34,590.54	0.00	10,409.46	76.87
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	11,444.66	0.00	(5,444.66)	190.74
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	8,592.67	1,187.61	1,407.33	85.93
494-000.000-614.000	FARMERS MARKET	1,500.00	1,500.00	(100.00)	0.00	1,600.00	(6.67)
494-000.000-615.000	MAIN STREET REVENUES	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
Total Dept 000.000		158,237.00	158,237.00	69,414.88	1,187.61	88,822.12	43.87
TOTAL REVENUES		158,237.00	158,237.00	69,414.88	1,187.61	88,822.12	43.87
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	56,136.00	56,136.00	32,794.49	4,685.82	23,341.51	58.42
494-000.000-702.000	SALARIES PART-TIME	9,250.00	9,250.00	2,259.00	119.00	6,991.00	24.42
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	22,000.00	22,000.00	17,319.98	2,371.30	4,680.02	78.73
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	200.00	200.00	31.78	0.00	168.22	15.89
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	2,000.00	2,000.00	982.86	0.00	1,017.14	49.14
494-000.000-844.000	MAIN STREET PROGRAM	6,300.00	6,300.00	4,115.87	0.00	2,184.13	65.33
494-000.000-845.000	STREETSCAPING	3,000.00	3,000.00	4,715.40	0.00	(1,715.40)	157.18
494-000.000-882.000	PLANNING/CONSULTING FEES	35,000.00	35,000.00	11,067.27	4,516.15	23,932.73	31.62
494-000.000-887.000	FARMERS MARKET	19,200.00	19,200.00	15,359.12	1,886.49	3,840.88	80.00
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	884.00	0.00	1,116.00	44.20
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	8,900.00	8,900.00	10,582.26	0.00	(1,682.26)	118.90
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	1,300.00	1,300.00	1,155.45	622.28	144.55	88.88
494-000.000-970.000	CAPITAL EXPENDITURE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	2,000.00	0.00	8,000.00	20.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		200,686.00	200,686.00	104,067.48	14,201.04	96,618.52	51.86
TOTAL EXPENDITURES		200,686.00	200,686.00	104,067.48	14,201.04	96,618.52	51.86
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		158,237.00	158,237.00	69,414.88	1,187.61	88,822.12	43.87
TOTAL EXPENDITURES		200,686.00	200,686.00	104,067.48	14,201.04	96,618.52	51.86
NET OF REVENUES & EXPENDITURES		(42,449.00)	(42,449.00)	(34,652.60)	(13,013.43)	(7,796.40)	81.63

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Revenues							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00	40,000.00	12,480.00	1,792.00	27,520.00	31.20
592-536.000-640.000	WATER SERVICE	559,065.00	559,065.00	360,257.11	50,093.70	198,807.89	64.44
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00	25,000.00	1,227.30	160.91	23,772.70	4.91
592-536.000-642.000	METER CHARGE REVENUE	77,792.00	77,792.00	40,232.55	5,778.00	37,559.45	51.72
592-536.000-643.000	REPLACEMENT RESERVE REVENUE	151,003.00	151,003.00	0.00	0.00	151,003.00	0.00
592-536.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	3,970.23	592.91	529.77	88.23
Total Dept 536.000 - WATER DEPARTMENT		857,360.00	857,360.00	418,167.19	58,417.52	439,192.81	48.77
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00	43,000.00	41,891.21	5,868.28	1,108.79	97.42
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,462,770.00	1,462,770.00	743,827.67	103,578.35	718,942.33	50.85
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00	43,000.00	17,750.68	2,613.27	25,249.32	41.28
592-537.000-665.000	INVESTMENT INTEREST	1,700.00	1,700.00	3,970.20	592.90	(2,270.20)	233.54
Total Dept 537.000 - SEWER DEPARTMENT		1,550,470.00	1,550,470.00	807,439.76	112,652.80	743,030.24	52.08
TOTAL REVENUES		2,407,830.00	2,407,830.00	1,225,606.95	171,070.32	1,182,223.05	50.90
Expenditures							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-701.000	SALARIES FULL-TIME	19,018.00	19,018.00	11,093.60	1,584.80	7,924.40	58.33
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	65,630.00	100,000.00	62,288.08	8,801.21	37,711.92	62.29
592-536.000-706.000	OPEB EXPENSE	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	7,130.00	7,130.00	7,130.00	0.00	0.00	100.00
592-536.000-810.000	AUDITING & ACCOUNTING	4,980.00	4,980.00	4,980.00	0.00	0.00	100.00
592-536.000-875.000	PENSION EXPENSE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
592-536.000-902.000	BILLING SERVICES	10,000.00	10,000.00	6,939.11	694.72	3,060.89	69.39
592-536.000-921.000	CONTRACTUAL SERVICES	71,937.00	71,937.00	41,963.25	5,994.75	29,973.75	58.33
592-536.000-935.000	EQUIPMENT REPLACEMENT	10,000.00	10,000.00	257.89	0.00	9,742.11	2.58
592-536.000-937.000	WATER SYSTEM MAINTENANCE	80,000.00	80,000.00	25,336.98	4,025.00	54,663.02	31.67
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00	4,917.00	4,917.00	4,917.00	0.00	100.00
592-536.000-944.000	WATER PURCHASES	397,900.00	397,900.00	197,137.05	30,553.95	200,762.95	49.54
592-536.000-955.000	MISCELLANEOUS EXPENDITURES	3,100.00	3,100.00	1,339.40	0.00	1,760.60	43.21
592-536.000-970.000	CAPITAL EXPENDITURE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
592-536.000-974.000	WATER MAIN PROJECT	500,000.00	1,000,000.00	744,817.42	89,762.50	255,182.58	74.48
Total Dept 536.000 - WATER DEPARTMENT		1,189,612.00	1,723,982.00	1,108,199.78	146,333.93	615,782.22	64.28
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-701.000	SALARIES FULL-TIME	19,018.00	19,018.00	11,093.60	1,584.80	7,924.40	58.33
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	24,635.00	24,635.00	18,474.97	2,685.63	6,160.03	74.99
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	7,650.00	7,650.00	7,650.00	0.00	0.00	100.00
592-537.000-720.000	INTEREST EXPENSE	40,179.00	40,179.00	17,668.03	0.00	22,510.97	43.97
592-537.000-725.000	PAYING AGENT FEES	750.00	750.00	750.00	0.00	0.00	100.00
592-537.000-810.000	AUDITING & ACCOUNTING	4,980.00	4,980.00	4,980.00	0.00	0.00	100.00
592-537.000-921.000	CONTRACTUAL SERVICES	71,937.00	71,937.00	41,963.25	5,994.75	29,973.75	58.33
592-537.000-939.000	SEWER SYTEM MAINTENANCE	150,000.00	150,000.00	65,051.21	18,764.08	84,948.79	43.37
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	981,442.00	981,442.00	490,720.92	81,786.82	490,721.08	50.00
592-537.000-945.000	RETENTION TANK-UTIL ELEC	18,707.00	18,707.00	4,915.43	2,343.59	13,791.57	26.28
592-537.000-946.000	RETENTION TANK UTIL-WATER	5,000.00	5,000.00	1,090.28	69.34	3,909.72	21.81

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PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 01/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/20 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET			BALANCE NORM (ABNORM)		
Fund 592 - WATER & SEWER FUND								
Expenditures								
592-537.000-947.000	RETENTION TANK UTIL-GAS	300.00	300.00	140.45	36.59	159.55		46.82
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	2,000.00	2,500.00	1,181.35	190.73	1,318.65		47.25
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	500.00	0.00	0.00	500.00		0.00
592-537.000-950.000	RETENTION TANK SUPPLIES/TOOLS	1,400.00	1,400.00	0.00	0.00	1,400.00		0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	15,000.00	15,000.00	9,912.87	5,444.10	5,087.13		66.09
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	8,800.00	8,800.00	8,800.00	0.00	0.00		100.00
592-537.000-955.000	MISCELLANEOUS EXPENDITURES	1,200.00	1,200.00	0.00	0.00	1,200.00		0.00
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	34,600.00	34,600.00	6,683.95	1,336.79	27,916.05		19.32
592-537.000-970.000	CAPITAL EXPENDITURE	142,000.00	142,000.00	0.00	0.00	142,000.00		0.00
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	20,000.00	20,000.00	4,573.12	525.00	15,426.88		22.87
Total Dept 537.000 - SEWER DEPARTMENT		1,550,598.00	1,551,098.00	695,649.43	120,762.22	855,448.57		44.85
TOTAL EXPENDITURES		2,740,210.00	3,275,080.00	1,803,849.21	267,096.15	1,471,230.79		55.08
Fund 592 - WATER & SEWER FUND:								
TOTAL REVENUES		2,407,830.00	2,407,830.00	1,225,606.95	171,070.32	1,182,223.05		50.90
TOTAL EXPENDITURES		2,740,210.00	3,275,080.00	1,803,849.21	267,096.15	1,471,230.79		55.08
NET OF REVENUES & EXPENDITURES		(332,380.00)	(867,250.00)	(578,242.26)	(96,025.83)	(289,007.74)		66.68
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		7,949,235.00	8,018,361.00	5,549,250.50	800,057.60	2,469,110.50		69.21
TOTAL EXPENDITURES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		8,284,493.00	8,902,098.00	5,091,088.63	1,146,826.71	3,811,009.37		57.19
NET OF REVENUES & EXPENDITURES		(335,258.00)	(883,737.00)	458,161.87	(346,769.11)	(1,341,898.87)		51.84

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED JANUARY 31, 2020

	<u>Revenues Through 1/31/2020</u>	<u>Expenses Through 1/31/2020</u>	<u>Revenues Over (Under) Expenses</u>
101-GENERAL FUND	3,597,220	2,641,662	955,558
202-MAJOR STREET FUND	111,103	293,032	(181,930)
203-LOCAL STREET FUND	431,954	194,381	237,573
258-CAPITAL ACQUISITION FUND	113,952	54,096	59,855
494-DOWNTOWN DEVELOPMENT AUTHORITY	69,415	104,067	(34,653)
592-WATER & SEWER FUND	1,225,607	1,803,849	(578,242)
GRAND TOTAL ALL FUNDS	<u>5,549,251</u>	<u>5,091,089</u>	<u>458,162</u>

**CITY OF LATHRUP VILLAGE
DEPARTMENT REPORTS**

January 2020 Police Summaries

1/2/2020 - 20-057: Fraud

Officers were dispatched to a local residence for a fraud report. The reporting party stated that they had fraudulent charges made with credit cards that they were supposed to receive in the mail, but never did. A report was taken and is currently under investigation.

1/2/2020 - 20-066: DWLS

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

1/2/2020 - 20-067: Fraud

Officers were dispatched to a local residence for a fraud report. The reporting party stated that they had fraudulent charges made with credit cards that they were supposed to receive in the mail, but never did. A report was taken and is currently under investigation.

1/2/2020 - 20-083: Larceny

An individual came to the LVPD to report that their brother took their debit card and withdrew funds without permission. The reporting party filled out a statement and the case is currently under investigation.

1/3/2020 - 20-123: Obstruct Police

Officers conducted a traffic stop and found that the driver was providing them with false information about their identity. The driver was arrested and taken to Berkley PD for processing.

1/5/2020 - 20-186: Arrest Warrant

Officers were dispatched to meet another Law Enforcement Agency that had an individual in custody with a LVPD warrant. The individual was taken into custody and then transported to Berkley PD for processing.

1/8/2020 - 20-341: Fraud

Officers were dispatched to a local residence for a fraud report. The reporting party stated that they had fraudulent charges made with credit cards that they were supposed to receive in the mail, but never did. A report was taken and is currently under investigation.

1/9/2020 - 20-362: Suspicious Circumstances

A resident came to the LVPD to report that an individual was walking a dog and trespassed onto their lawn. The reporting party provided a DVD of the alleged incident. The situation was investigated and determined to be unfounded.

1/9/2020 - 20-367: Arrest Warrant

Officers were dispatched to meet another Law Enforcement Agency that had an individual in custody with a LVPD warrant. The individual was taken into custody and then transported to Berkley PD for processing.

1/9/2020 - 20-375: Assault and Battery

Officers were dispatched to a local business for an assault report. Officers spoke with all parties involved and found out that no physical contact was ever made. A report was taken.

1/10/2020 - 20-427: Fraud

Officers were dispatched to a local residence for a fraud report. The reporting party stated that they had fraudulent charges made with credit cards that they were supposed to receive in the mail, but never did. A report was taken and is currently under investigation.

1/13/2020 - 20-519: Suspicious Circumstances

An individual came to the LVPD to report damage to their vehicle. The reporting party stated that their vehicle was parked in their garage overnight, and when they woke up, they found damage to their vehicle. A report was taken.

1/13/2020 - 20-544: DWLS

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

1/15/2020 - 20-615: DWLS

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

1/15/2020 - 20-621: Arrest Warrant

Officers were dispatched to meet another Law Enforcement Agency that had an individual in custody with a LVPD warrant. The individual was taken into custody and then transported to Berkley PD for processing.

1/15/2020 - 20-633: Arrest Warrant

Officers were dispatched to meet another Law Enforcement Agency that had an individual in custody with a LVPD warrant. The individual was taken into custody and then transported to Berkley PD for processing.

1/18/2020 - 20-757: Hospice Death

Officers were dispatched to a hospice death. The scene and body were investigated and no foul play was suspected. The body was released to the family.

1/21/2020 - 20-855: Animal Bite

An individual came to the LVPD to report an animal bite. The reporting party stated that while outside for a walk, that a dog being walked on a leash bit them. The reporting party stated that the owner apologized and they both went their separate ways. No information was obtained by the reporting party. Officers took a report on the situation.

1/22/2020 - 20-900: Sudden Death

Officers were dispatched to a sudden death. The scene and body were investigated and no foul play was suspected. The body was released to the family.

1/23/2020 - 20-943: Family Trouble

Officers were dispatched to a local residence for a family trouble report. Officers spoke with all parties and helped to mediate the situation.

1/23/2020 - 20-965: Arrest Warrant

Officers conducted a traffic stop and discovered the driver had a warrant out of another agency. The driver was taken into custody and then turned over to the other law enforcement agency.

1/23/2020 - 20-970: Arrest Warrant

Officers were dispatched to meet another Law Enforcement Agency that had an individual in custody with a LVPD warrant. The individual was taken into custody and then transported to Berkley PD for processing.

1/25/2020 - 20-1043: MDOP

An individual came to the LVPD to make a MDOP report. The reporting party stated that they found damage to the headlights of their vehicle, and also scratches on the body. The reporting party did not have any suspects. A report was taken on the incident.

1/25/2020 - 20-1053: DWLS

Officers conducted a traffic stop and discovered the driver to have a suspended driver's license. The driver was arrested and taken to Berkley PD for processing.

1/26/2020 - 20-1066: Stolen Property

Officers conducted a traffic stop and found that the license plate was stolen. The driver was arrested and taken to Berkley PD for processing. The license plate was confiscated and brought back to the LVPD property room.

1/28/2020 - 20-1151: Fraud

Officers were dispatched to a local residence for a fraud report. The reporting party stated that they had fraudulent charges made with credit cards that they were supposed to receive in the mail, but never did. A report was taken and is currently under investigation.

1/30/2020 - 20-1245: Larceny

An individual came to the LVPD to make a Larceny report. The reporting party stated that when they left in the morning, there was a package on their front porch, but when they returned home later, the package was missing. The reporting party does not have any suspects. A report was taken on the incident.



**2019 Michigan Incident Crime Reporting
Agency Comparison Report
MI6352100 Lathrup Village Police Department**

VENDOR: CLEMIS
Report Date: 1/23/2020

Agency Head: Chief William Armstrong

Below are the incident counts for your agency in 2019 and 2018 (for comparison purposes). Please verify the 2019 incident counts are correct and submit any corrections and/or delinquent data. Data highlighted in red or blue indicates a variance of 18% (+/-) between 2019 and 2018 data and should be reviewed to determine a reason. Note: If your report type or vendor has changed, please notify your MICR representative.

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Report Status	2019 Incident Totals	5	12	10	10	9	7	9	11	17	3	9	21	123
(Testing/Live): L	2018 Incident Totals	17	9	12	9	11	11	9	18	12	14	6	10	138
	Incident Count Difference	(12)	3	(2)	1	(2)	(4)	0	(7)	5	(11)	3	11	(15)
	Percentage of Change	-71%	33%	-17%	11%	-18%	-36%	0%	-39%	42%	-79%	50%	110%	-11%

MICR Unit Contacts:

- Vacant, MICR Manager, 517-284-3316, Vendor Testing
- Cherish Nunez, Dept. Specialist, 517-284-3144, MICR Specification Changes, NIBRS
- Wendy Easterbrook, Dept. Specialist, 517-284-3326, Specialized Reports and N-DEX Liaison
- Nicholas Dowker, Dept. Analyst, 517-284-3143, Quality Assurance Reviews and Training
- Garrett Strong, Dept. Analyst, 517-284-3146, Quality Assurance Reviews and Training
- Brenda England, Dept. Technician, 517-284-3317, Counties 1-49, Tribal Agencies, and LEOKA
- Laura Blackmer, Dept. Technician, 517-284-3163, Counties 50-83, CLEMIS Agencies, Hate/Bias Reports
- Sarah Barrett, Student Assistant, 517-284-3143, Backup to Brenda England and Laura Blackmer



<u>MV Stolen</u>	<u>Premises Entered</u>
<u>Count</u>	<u>Count</u>
0	0

2019 Quality Assurance Report

MI6352100 Lathrup Village Police Department

**LAW ENFORCEMENT OFFICERS
KILLED OR ASSAULTED**

Total Officers Killed:
Total Officers Assaulted Without Injury:
Total Officers Assaulted With Injury:

Report Date: 1/27/2020

Reporting Period: JANUARY -DECEMBER

File Class and Description	Victim Totals	Total Incidents	Number of Arrests	Exceptionally Cleared	Clearance Rate	2019 Offenses	2018 Offenses	Percent Change
11001 SEXUAL PENETRATION PENIS/VAGINA CSC 1ST	1	1	0	0	0 %	1	0	0.0%
11002 SEXUAL PENETRATION PENIS/VAGINA CSC 3RD	0	0	0	0	0 %	0	1	0.0%
11003 SEXUAL PENETRATION ORAL/ANAL CSC 1ST	1	1	0	0	0 %	1	0	0.0%
11004 SEXUAL PENETRATION ORAL/ANAL CSC 3RD	0	0	0	0	0 %	0	1	0.0%
12000 ROBBERY	0	0	0	0	0 %	0	3	0.0%
13001 NONAGGRAVATED ASSAULT	11	11	6	0	55 %	11	14	-21.4%
13002 AGGRAVATED/FELONIOUS ASSAULT	1	1	0	0	0 %	1	1	0.0%
13003 INTIMIDATION/STALKING	5	5	0	0	0 %	5	5	0.0%
22001 BURGLARY FORCED ENTRY	4	6	0	0	0 %	6	4	50.0%
22002 BURGLARY ENTRY WITHOUT FORCE (INTENT)	0	0	0	0	0 %	0	1	0.0%
23003 LARCENY THEFT FROM BUILDING	3	4	0	0	0 %	4	4	0.0%
23005 LARCENY THEFT FROM MOTOR VEHICLE	6	5	0	0	0 %	5	3	66.7%
23006 LARCENY THEFT OF MOTOR VEH PARTS/ACCESSORIES	1	1	0	0	0 %	1	2	-50.0%
23007 LARCENY OTHER	16	17	0	0	0 %	17	14	21.4%
24001 MOTOR VEHICLE THEFT	0	0	0	0	0 %	0	2	0.0%
25000 FORGERY/COUNTERFEITING	1	1	1	0	100 %	1	1	0.0%
26001 FRAUD FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	14	17	0	0	0 %	17	21	-19.0%
26002 FRAUD CREDIT CARD/ATM	3	3	0	0	0 %	3	3	0.0%
26006 FRAUD BAD CHECKS	0	1	0	0	0 %	1	2	-50.0%
26007 FRAUD IDENTITY THEFT	3	3	0	0	0 %	3	5	-40.0%
27000 EMBEZZLEMENT	0	0	0	0	0 %	1	0	0.0%
28000 STOLEN PROPERTY	0	0	0	0	0 %	0	2	0.0%
29000 DAMAGE TO PROPERTY	5	9	1	0	11 %	10	9	11.1%
30002 RETAIL FRAUD THEFT	0	2	0	0	0 %	2	3	-33.3%
30003 RETAIL FRAUD REFUND/EXCHANGE	0	1	0	0	0 %	1	0	0.0%
35001 VIOLATION OF CONTROLLED SUBSTANCE	0	1	1	0	100 %	1	8	-87.5%
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	0	0	0	0 %	0	1	0.0%
38001 FAMILY ABUSE/NEGLECT NONVIOLENT	0	0	0	0	0 %	0	1	0.0%
41002 LIQUOR VIOLATIONS OTHER	0	2	1	0	50 %	2	4	-50.0%
48000 OBSTRUCTING POLICE	0	3	2	0	67 %	5	5	0.0%
50000 OBSTRUCTING JUSTICE	0	2	1	0	50 %	3	0	0.0%
52001 WEAPONS OFFENSE CONCEALED	0	2	2	0	100 %	2	0	0.0%
53002 PUBLIC PEACE OTHER	0	1	0	0	0 %	1	2	-50.0%
54001 HIT AND RUN MOTOR VEHICLE ACCIDENT	0	1	0	0	0 %	1	1	0.0%
54002 OUIL OR OUID	0	16	15	0	94 %	18	12	50.0%
55000 HEALTH AND SAFETY	1	5	1	0	20 %	5	5	0.0%
57001 TRESPASS	0	1	0	0	0 %	1	5	-80.0%
72000 ANIMAL CRUELTY	0	0	0	0	0 %	0	1	0.0%



<u>MV Stolen</u> Count	<u>Premises Entered</u> Count
0	0

2019 Quality Assurance Report
MI6352100 Lathrup Village Police Department

LAW ENFORCEMENT OFFICERS

KILLED OR ASSAULTED

Total Officers Killed:
Total Officers Assaulted Without Injury:
Total Officers Assaulted With Injury:

Reporting Period: JANUARY -DECEMBER

Report Date: 1/27/2020

File Class and Description	Victim Totals	Total Incidents	Number of Arrests	Exceptionally Cleared	Clearance Rate	2019 Offenses	2018 Offenses	Percent Change
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	0	0	0 %	0	2	0.0%
AGENCY TOTALS:	76	123	31	0	25 %	130	148	-12.2%



Traffic Crash Analysis Quick Search			
County:	Oakland County ▼		
Community:	Lathrup Village ▼		
Date Range (mm/dd/yyyy):	From: 01/01/2019	To: 12/31/2019	
Age Range (All Parties):	From: <input type="text"/>	To: <input type="text"/>	
Age Range of Driver Only:	From: <input type="text"/>	To: <input type="text"/>	
Alcohol Involved:	-Select Value- ▼		
Bicycle Involved:	-Select Value- ▼		
Crash Level:	-Select Value- ▼		
Crash Type:	-Select Value- ▼		
Deer Involved:	-Select Value- ▼		
Driver Condition:	-Select Value- ▼		
Drugs Involved:	-Select Value- ▼		
Hazardous Action:	-Select Value- ▼		
Light Conditions:	-Select Value- ▼		
Motorcycle Involved:	-Select Value- ▼		
Pedestrian Involved:	-Select Value- ▼		
Restraints Used:	-Select Value- ▼		
Road Conditions:	-Select Value- ▼		
Traffic Controls:	-Select Value- ▼		
Weather Conditions:	-Select Value- ▼		
		<input type="button" value="Search"/>	<input type="button" value="Reset"/>

[Print Report](#)

Crash Level	
Type	# Crashes
Fatalities	0 (0%)
Incapacitating Injury (A)	2 (1%)
Non-Incapacitating Injury (B)	20 (8%)
Possible Injury (C)	36 (14%)
Property Damage Only	193 (77%)
Other Injury	0 (0%)
Total	251

Injury Severity	
Type	# of Persons
Fatalities	0 (0%)
Incapacitating Injury (A)	3 (4%)
Non-Incapacitating Injury (B)	23 (28%)
Possible Injury (C)	55 (68%)
Total	81

Fatalities	
Type	Fatalities
Driver	0 (0%)
Passenger	0 (0%)
Total	0

Crash Type	
Type	# Crashes
Uncoded/errors	0 (0%)
Single Motor Vehicle	17 (7%)
Head On	1 (0%)
Head On - Left Turn	4 (2%)
Angle	51 (20%)
Rear End	110 (44%)
Rear End - Left Turn	0 (0%)
Rear End - Right Turn	2 (1%)
Sideswipe - Same Direction	58 (23%)
Sideswipe - Opposit Direction	0 (0%)
Backing	5 (2%)
Other	3 (1%)
Unknown	0 (0%)
Total	251

Hazardous Action	
Action	# Crashes
None	717 (38%)
Speed To Fast	6 (0%)
Speed To Slow	0 (0%)
Failed To Yield	40 (2%)
Disregard Traffic Control	17 (1%)
Drove Wrong Way	0 (0%)
Drove Left Of Center	0 (0%)
Improper Passing	2 (0%)
Improper Lane Use	24 (1%)
Improper Turn	16 (1%)
Improper / No Signal	1 (0%)
Improper Backing	4 (0%)
Unable To Stop	94 (5%)
Other	9 (0%)
Unknown	975 (51%)
Reckless Driving	0 (0%)
Careless Driving	3 (0%)
Total	1,908

Top 10 Harmful Events	
Event	# of Events
Motor Vehicle in Transport	496 (91%)
Loss of Control	16 (3%)
Concrete Barrier	9 (2%)
Ran Off Roadway - Left	6 (1%)
Ran Off Roadway - Right	5 (1%)
Animal	4 (1%)
Other Non-Fixed Object	2 (0%)
Traffic Sign / Post	2 (0%)
Curbs	2 (0%)

Equipment Failure	2 (0%)
Total	544

Traffic Device	
Type	# Crashes
Signal	112 (45%)
Stop Sign	26 (10%)
None	113 (45%)
Total	251

Unit Type	
Type	# of Units
Vehicle	512 (100%)
Total	512

Vehicle Type	
Type	# of Vehicles
Uncoded/errors	4 (1%)
Passenger Car, SUV, Van	466 (91%)
Truck / Bus	16 (3%)
Pickup Truck	24 (5%)
Small Truck (< 10,000)	1 (0%)
Motorcycle	1 (0%)
Total	512

Weather	
Weather	# Crashes
Clear	147 (59%)
Cloudy	59 (24%)
Rain	25 (10%)
Snow	6 (2%)
Sleet / Hall	1 (0%)
Blowing Snow	3 (1%)
Unknown	10 (4%)
Total	251

Road Condition	
Condition	# Crashes
Dry	189 (75%)
Wet	43 (17%)
Snow	10 (4%)
Mud, Dirt, Gravel	1 (0%)
Slush	1 (0%)
Unknown	7 (3%)
Total	251

Light Condition	
Condition	# Crashes
Daylight	200 (80%)
Dawn	2 (1%)
Dusk	4 (2%)
Dark - Lighted	33 (13%)
Dark - Unlighted	6 (2%)
Unknown	6 (2%)
Total	251

Alcohol Involved	
Alcohol	# Crashes
No	247 (98%)
Yes	4 (2%)
Total	251

Construction Type	
Type	# Crashes
Construction / Maintenance	6 (86%)
Utility	1 (14%)
Total	7

Crashes By Month	
Month	# Crashes
January	21 (8%)
February	21 (8%)
March	27 (11%)
April	16 (6%)
May	12 (5%)
June	17 (7%)
July	24 (10%)
August	20 (8%)
September	22 (9%)
October	31 (12%)
November	12 (5%)
December	28 (11%)
Total	251

Crashes By Day of Week	
Day of Week	# Crashes
Sunday	24 (10%)
Monday	36 (14%)
Tuesday	36 (14%)
Wednesday	44 (18%)
Thursday	29 (12%)
Friday	47 (19%)
Saturday	35 (14%)
Total	251

Crashes By Hour of Day	
Hour of Day	# Crashes
00:00	1 (0%)
01:00	0 (0%)
02:00	1 (0%)
03:00	0 (0%)
04:00	0 (0%)
05:00	0 (0%)
06:00	4 (2%)
07:00	10 (4%)
08:00	19 (8%)
09:00	14 (6%)
10:00	7 (3%)
11:00	17 (7%)
12:00	17 (7%)
13:00	12 (5%)
14:00	27 (11%)

15:00	28 (11%)
16:00	24 (10%)
17:00	27 (11%)
18:00	23 (9%)
19:00	4 (2%)
20:00	6 (2%)
21:00	5 (2%)
22:00	3 (1%)
23:00	2 (1%)
Unknown	0 (0%)
Total	251

Crashes By Time Period	
Time Period	# Crashes
12 MID-7 AM	6 (2%)
7 AM-9 AM	29 (12%)
9 AM-4 PM	122 (49%)
4 PM-6 PM	51 (20%)
6 PM-12 MID	43 (17%)
Unknown	0 (0%)
Total	251

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TICKET TOTALS BY CATEGORY

VIOLATION	2018 TOTALS	2019 TOTALS
1-5 MPH OVER LIMIT	357	389
6-10 MPH OVER LIMIT		6
11-15 MPH OVER LIMIT	30	31
19 OVER SPEED	6	11
ALLOWING UNLICENSED DRIVER TO DRIVE		1
ANIMALS AT LARGE	4	4
ANIMALS - FAIL TO LICENSE	3	4
ANIMALS - BARKING DOG		1
CARELESS DRIVING	13	7
CONCEALED PISTOL - FAILED TO DISCLOSE	2	2
DISOBEY STOP SIGN	493	472
DISOBEY TRAFFIC SIGNAL	135	145
DISORDERLY PERSON	3	
DROVE WHILE LICENSE EXPIRED	35	27
DROVE WHILE LICENSE SUSPENDED/REV/DENIED	135	65
DROVE WITHOUT DUE CARE AND CAUTION	5	1
DROVE WITHOUT LIGHTS	18	16
DROVE WRONG WAY ON ONE-WAY STREET	3	2
EQUIPMENT VIOLATION	268	226
EXCESSIVE SPEED FOR CONDITIONS		3
EXPIRED PLATE	126	138
FAILED TO CHANGE ADDRESS	2	8
FAILED TO DIM LIGHTS		4
FAILED TO SIGNAL		2
FAILED TO STOP ASSURED CLEAR DISTANCE	74	91
FAILED TO STOP ID/PD ACCIDENT	2	2
FAILED TO STOP FOR SCHOOL BUS	2	26
FAIL TO YIELD	44	24
FAILED TO YIELD RIGHT OF WAY	21	22
FAILED TO YIELD EMERGENCY VEHICLE		1
HANDICAP PARKING VIOLATION	6	6
ILLEGAL TURN	11	4
IMPEDING/BLOCKADING	150	800
IMPROPER LANE USE	43	51
IMPROPER/PROHIBITED PARKING	21	40
IMPROPER PLATE/NO VALID PLATE	23	6
IMPROPER TURN	99	127
LEAVING SCENE OF ACCIDENT	1	2

TICKET TOTALS BY CATEGORY

MOTOR CARRIER VIOLATION - DEFECTIVE EQUIPMENT	21	28
MOTOR CARRIER VIOLATION - NO INSURANCE	7	18
MOTOR CARRIER VIOLATION - MISC		8
MOTOR CARRIER VIOLATION - REGISTRATION		4
MOTOR CARRIER VIOLATION - NO MEDICAL CARD		2
NO INSURANCE	32	17
NO PARKING 3AM-6AM	204	226
NO PROOF INSURANCE	286	447
NO PROOF REGISTRATION	31	57
NO VALID LICENSE IN POSSESSION		9
NO VALID PLATE		13
OBSTRUCTING POLICE OFFICER - MIS REP	5	5
OPEN INTOXICANTS IN VEHICLE	4	4
OPERATING WHILE INTOXICATED		4
OPERATING WITH HIGH BAC		1
OPERATING WHILE READING/TEXTING	90	45
PBT REFUSAL	1	
POSSESSION OF MARIJUANA	5	
PROHIBITED TURN	351	218
SAFETY BELT VIOLATION	4	
SPILL ON ROADWAY		3
TEXTING WHILE DRIVING		35
UNSAFE LOAD		2
UNSAFE START		6
VIOLATION OF CHILD RESTRAINT LAW	4	3
VIOLATION OF GRADUATED LICENSE		3
ZONING - SIGN VIOLATION	1	8
TOTAL TICKETS	3181	3933



Date: February 18, 2020
To: Sheryl Mitchell, City Administrator
From: Christopher Clough, Parks & Recreation Coordinator
Re: Department Report

Events

Sheryl and Pam completed a budget amendment to help with the budget for events for the remainder of the year. We have brought in considerably more sponsorship revenue than anticipated to off-set the costs.

MLK Day program: Monday, Jan. 20

The MLK event was well attended and received good feedback. The movie, which had been incidental, turned into a pretty important part of the day.

Revenue: \$50.00, Expenses: about \$800*, Net: (\$750.00), In-kind Donations: \$0.00

*\$500.00 was for an ad in the Southfield program

Trivia Night: Friday, Jan. 24

Trivia Night was a smash success. Elaine Mantanin and Marcella Rogers did an outstanding job putting the event together as part of the adult subcommittee of the Recreation Advisory Board. We could not have fit another team in the room and everyone seemed to have a wonderful time.

Revenue: \$0.00, Expenses: \$219.99, Net: (\$219.99), In-kind Donations: \$0.00

Largest expense was contractual staff for event night

Upcoming Events

March

- Mar. 14, 12-2 pm Senior Appreciation Luncheon (sponsors are needed, tickets are on sale online and in the office)

April

- April 4, 9-11 am Breakfast with the Bunny, tickets are on sale online
- April 25, Arbor Day/Earth Day

May

- May 30, Community Organization Open House and BBQ Battle

June

- June 24, start of Concerts
- June 26-27, Summer in the Village Art Fair

Classes/Programs

I had to cancel more winter programs than I would have liked but I can take solace in knowing that I did offer what people asked for. It would have been helpful for the Your Town special edition to reach mailboxes two weeks earlier than it did. But there were delays in production. Thankfully these should be ironed out in the next go round as we were working with a new company. Even with the cancellations, we have served about 100 people so far this year with our classes and programs (not events).

One exciting thing is that we are now using Eventbrite to manage our online registration for events and classes. Eventbrite has tremendous functionality and is working out really well so far. This is a HUGE improvement for the parks & recreation department.

Parks

Hart is completing tree trimming at Sarrackwood and Warren parks today. Goldengate Park requires much more significant tree work and will have to be scheduled for next year.

Rentals

The new rental policies and rates have been well received. We've added a new recurring renter for the dance studio. We've had no pushback on the rate increases.

Building

Building issues continue. Recent issues include a problem with one of the stoves in the kitchen, the dance floor seam tape needs to be replaced immediately, light fixtures continue to flicker, and the building wi-fi is in and out every day. The damaged mirror in the dance studio was finally replaced and I made some room in an office upstairs for my intern to work.



Date: January 28, 2020

To: Sheryl Mitchell, City Administrator

From: Susie Stec, Manager – Community & Economic Development

Re: Department Report

Trainings/Events/Networking

I have/will be attending the following trainings:

- Building Effective Boards – January 22nd
- New Manager’s Training – January 28th (hosted & attended)
- SEMCOG 2020 Census Training – February 4th
- National Main Street Conference – May 18th – 21st

Planning Commission

The LVPC is continuing its work with the Comprehensive Plan. We are on track to finalize the update in mid/late summer.

DDA

- There are 2 vacancies (Ryan Hertz & Vernon English both resigned) and 2 spots up for renewal (Bobbi Lovins & Sam Surnow).
- The board continues to struggle with achieving a quorum
- Downtown Plan discussion is scheduled for February 7th at 12 – 1:30pm

Business Updates

- BP has passed engineering review. They will now be working with the state for the necessary underground work. They’ve been encouraged to submit for building plan review.
- Surnow has been working on plans for both Panera and the Happy’s Pizza plaza, and have discussed setting up a pre-application for sometime in February.

Enforcements By Category

02/04/20

Enforcement Number	Address	Status	Filed	Closed
17321 MARGATE AVE			01/17/20	
Trash Container in Public View				
Total Entries:				1

CURBSIDE VIOLATION

Enforcement Number	Address	Status	Filed	Closed
18536 BUNGALOW DR		Resolved	01/08/20	01/15/20
Leaf bags left out last day for pickup was December 16,2019				
27535 GOLDENGATE W DR		Resolved	01/10/20	01/24/20
Leaf bags left out last day for pickup was December 16. Remove bags				
27510 CALIFORNIA SE DR		Resolved	01/10/20	01/15/20
Leaf bags left out last day for pickup was December 16th please remove bags				
17530 RAINBOW DR		Resolved	01/17/20	01/22/20
Trash puit out to soon. Carpete at curb				
27510 CALIFORNIA SE DR		Resolved	01/17/20	01/31/20
Leaf bags left out. City stopped pickup for year. remove bags				
27760 CALIFORNIA NE DR		Resolved	01/17/20	01/31/20
Leaf bags placed at Curb. City service has ended for year remove bags from curb				
17460 REDWOOD AVE		Resolved	01/17/20	01/31/20
Leaf bags left out by road. City pickup service discontinued for year				
17553 CAMBRIDGE BLVD		Resolved	01/17/20	01/22/20
Trash put out to early at curb remove cans				
17596 SUNNYBROOK AVE		Discovered	01/17/20	
Leaf bags placed at curb. City has stopped service for the year remove bags				
27551 GOLDENGATE W DR		Discovered	01/24/20	
LOGS LEFT OUT ON STREET. SERVICE STOPPED FOR WINTER REMOVE LOGS				
28471 ELDORADO PL		Resolved	01/24/20	01/31/20
Leaf bag left out at road. This service stopped till next year remove bag				
Total Curbside Violation Entries:				11

INOPERABLE VEHICLE

Enforcements By Category

02/04/20

Enforcement Number	Address	Status	Filed	Closed
18875 MIDDLESEX AVE		Discovered	01/17/20	
Inoperable chrysler mini van lic # DRU8315-4 parked in public view				
17617 AVILLA BLVD		Resolved	01/17/20	01/24/20
Inoperable damaged black lincoln navigator in drive. remove vehicle				
17627 ROSELAND BLVD		Discovered	01/17/20	
Inoperable volvo in drive. Remove vehicle				
17551 REDWOOD AVE		Discovered	01/17/20	
Inoperable Jagure in drive Lic # DDQ8511 remove vehicle				
18180 WILTSHIRE BLVD		Citation Issued	01/31/20	
inoperable Suburban in drive multiple notices				
26336 MEADOWBROOK WAY		Discovered	01/31/20	
Vehicle covered with tarp. Vehicle storage not allowed in latrhup. Provide evidence that vehicle is properly licensed, insured an				

Total Inoperable Vehicle Entries: 6

OFF STREET PARKING

Enforcement Number	Address	Status	Filed	Closed
28601 SOUTHFIELD RD		Problem Reported	01/24/20	
Customers parking vehicles in Skyway travel lot and Dentist parking lot. Need to find a way to prevent. Towing of customer ve				

Total Off street parking Entries: 1

PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
17600 W 11 MILE RD		Discovered	01/15/20	
Roof damaged and worn needs replaced. Property maintenance code requires that building be maintained				
28651 SOUTHFIELD RD RD		Problem Reported	01/24/20	
Concil member reports snow from parking lot being plowed onto and blocking sidewalk along side street and southfield. Please				
27640 MORNINGSIDE PLZ		Discovered	01/31/20	
Large tree fallen in front yard remove tree				

Total Property Maintenance Entries: 3

REFUSE CONTAINER W/O PERM

Status

Enforcements By Category

02/04/20

Enforcement Number	Address	Status	Filed	Closed
18434 CORAL GABLES AVE		Discovered	01/17/20	
Trash Container in Public View				
27620 CALIFORNIA SE DR		Discovered	01/17/20	
Trash Container in Public View				

Total Refuse Container w/o Permit Entries: 2

RESIDENTIAL RENTAL

Enforcement Number	Address	Status	Filed	Closed
18185 WILTSHIRE BLVD		Resolved	01/08/20	01/22/20
Occupent states that this home is a rental .Angelque Whidby 248.312.9865 is available to let you in for an inspection				

Total Residential Rental Entries: 1

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
17600 W 11 MILE RD 101		Discovered	01/15/20	
2 banner signs installed one on building other on parking lot wall. Must be removed				

Total Sign Violation Entries: 1

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
26751 MEADOWBROOK WAY		Citation Issued	01/03/20	
Garden trailer in front yard drive. New fence installed no permit and taller than 6"				
18877 SUNBRIGHT AVE		Discovered	01/17/20	
Jet skis and trailer parked in public view. Parking of recreational vehicles prohibited				

Total Trailer in Yard Entries: 2

TRASH CONTAINER IN PUBLIC VIEW

Enforcement Number	Address	Status	Filed	Closed
19120 W 11 MILE RD		Discovered	01/08/20	
Trash can in public view				
19110 W 11 MILE RD		Discovered	01/08/20	

Enforcements By Category

02/04/20

trash can in public view

19160 W 11 MILE RD	Resolved	01/08/20	01/31/20
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Trash can in public view

19150 W 11 MILE RD	Resolved	01/08/20	01/31/20
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Trash can in public view

19180 W 11 MILE RD	Resolved	01/08/20	01/14/20
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Trash can in public view

19170 W 11 MILE RD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

19208 W 11 MILE RD	Resolved	01/08/20	01/31/20
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Trash Container in Public View

19258 W 11 MILE RD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18800 SUNNYBROOK AVE	Closed	01/08/20	01/22/20
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Trash Container in Public View

18791 SUNNYBROOK AVE	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18763 SUNNYBROOK AVE	Discovered	01/08/20	
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Trash Container in Public View

18756 SUNNYBROOK AVE	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18776 CAMBRIDGE BLVD	Discovered	01/08/20	
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Trash Container in Public View

18890 BUNGALOW DR	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18811 BUNGALOW DR	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18570 BUNGALOW DR	Discovered	01/08/20	
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Trash Container in Public View

27475 GOLDENGATE W DR	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18880 SAN QUENTIN DR	Closed	01/08/20	01/22/20
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Trash Container in Public View

18786 SAN QUENTIN DR	Resolved	01/08/20	01/17/20
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Enforcements By Category

02/04/20

Trash Container in Public View

18591 SAN QUENTIN DR	Closed	01/08/20	01/13/20
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Trash Container in Public View

18717 SAN JOSE BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18741 SAN JOSE BLVD	Discovered	01/08/20	
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Trash Container in Public View

18800 SAN JOSE BLVD	Resolved	01/08/20	01/31/20
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Trash Container in Public View

27943 SUNSET W BLVD	Closed	01/08/20	01/21/20
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Trash Container in Public View

28050 SUNSET W BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

28277 SUNSET W BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18794 W GLENWOOD BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

19040 W GLENWOOD BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18544 WILTSHIRE BLVD	Discovered	01/08/20	
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Trash Container in Public View

18741 WILTSHIRE BLVD	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18795 LACROSSE AVE	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18741 LACROSSE AVE	Resolved	01/08/20	01/17/20
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Trash Container in Public View

18140 ROSELAND BLVD	Discovered	01/10/20	
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Trash Container in Public ViewTrailer in driveway

18150 ROSELAND BLVD	Discovered	01/10/20	
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Trash Container in Public View

28785 SOMERSET PL	Closed	01/10/20	01/16/20
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Trash Container in Public View

18139 AVILLA BLVD	Discovered	01/10/20	
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Enforcements By Category

02/04/20

Trash Container in Public View			
28580 ELDORADO PL	Resolved	01/10/20	01/24/20
Trash Container in Public View			
28546 ELDORADO PL	Discovered	01/10/20	
Trash Container in Public View			
28466 ELDORADO PL	Resolved	01/10/20	01/24/20
Trash Container in Public View			
28420 ELDORADO PL	Closed	01/10/20	01/16/20
Trash Container in Public View			
28408 ELDORADO PL	Discovered	01/10/20	
Trash Container in Public View			
28279 ELDORADO PL	Resolved	01/10/20	01/24/20
Trash Container in Public View			
27210 ELDORADO PL	Resolved	01/10/20	01/24/20
Trash Container in Public View			
27306 GOLDENGATE W DR	Resolved	01/10/20	01/24/20
Trash Container in Public View			
18136 SUNNYBROOK AVE	Resolved	01/10/20	01/24/20
Trash Container in Public View			
18144 SUNNYBROOK AVE	Discovered	01/10/20	
Trash Container in Public View			
18152 SUNNYBROOK AVE	Discovered	01/10/20	
Trash Container in Public View			
19284 W 11 MILE RD	Resolved	01/17/20	01/31/20
Trash Container in Public View			
18765 ROSELAND BLVD	No Cause for Action	01/17/20	01/22/20
Trash Container in Public View			
27280 GOLDENGATE W DR	Discovered	01/17/20	
Trash Container in Public View			
18744 SAN QUENTIN DR	Discovered	01/17/20	
Trash Container in Public View			
18225 CORAL GABLES AVE	Discovered	01/17/20	
Trash Container in Public View			
18475 CORAL GABLES AVE	Discovered	01/17/20	

Enforcements By Category

02/04/20

Trash Container in Public View

18130 MARGATE AVE Discovered 01/17/20

Trash Container in Public View

26251 SOUTHFIELD RD Discovered 01/17/20

Trash Container in Public View

18190 RAINBOW DR Discovered 01/17/20

Trash Container in Public View

18266 RAINBOW DR Discovered 01/17/20

Trash Container in Public View

18301 RAINBOW DR Discovered 01/17/20

Trash Container in Public View

18836 RAINBOW DR Discovered 01/17/20

Trash Container in Public View

18841 RAINBOW DR Discovered 01/17/20

Trash Container in Public View

26651 MEADOWBROOK WAY Discovered 01/17/20

Trash Container in Public View

26349 MEADOWBROOK WAY Discovered 01/17/20

Trash Container in Public View

26272 MEADOWBROOK WAY Discovered 01/17/20

Trash Container in Public View

18470 SANTA ANN AVE 01/17/20

Trash Container in Public View

18251 SANTA ANN AVE Discovered 01/17/20

Trash Container in Public View

18918 HAMPSHIRE ST Discovered 01/17/20

Trash Container in Public View

18460 LINCOLN DR Discovered 01/17/20

Trash Container in Public View

18450 LINCOLN DR Discovered 01/17/20

Trash Container in Public View

18140 LINCOLN DR Discovered 01/17/20

Trash Container in Public View

17545 MEADOWOOD AVE Discovered 01/17/20

Enforcements By Category

02/04/20

Trash Container in Public View			
17620 MARGATE AVE	Discovered	01/17/20	
Trash Container in Public View			
17525 MARGATE AVE	Discovered	01/17/20	
Trash Container in Public View			
17601 CORAL GABLES AVE	Discovered	01/17/20	
Trash Container in Public View			
17350 CORAL GABLES AVE	Closed	01/17/20	01/30/20
Trash Container in Public View	Leaf bags left out leaf pick up completed for year		
17310 CORAL GABLES AVE		01/17/20	
Trash Container in Public View			
27610 CALIFORNIA SE DR	Discovered	01/17/20	
Trash Container in Public View			
27641 CALIFORNIA SE DR	Discovered	01/17/20	
Trash Container in Public View			
17570 SAN ROSA BLVD		01/17/20	
Trash Container in Public View	Leaf bags placed at curb. City pickup service has ended for year		
28251 LATHRUP BLVD		01/17/20	
Trash Container in Public View			
17567 AVILLA BLVD	Discovered	01/17/20	
Trash Container in Public View			
17580 AVILLA BLVD	Discovered	01/17/20	
Trash Container in Public View			
17552 ROSELAND BLVD	Discovered	01/17/20	
Trash Container in Public View			
17553 ROSELAND BLVD	Discovered	01/17/20	
Trash Container in Public View			
17575 ROSELAND BLVD	Discovered	01/17/20	
Trash Container in Public View			
17657 WILTSHIRE BLVD	Discovered	01/17/20	
Trash Container in Public View			
17417 WILTSHIRE BLVD	Discovered	01/17/20	
Trash Container in Public View			
17541 SUNNYBROOK AVE	Discovered	01/17/20	

Enforcements By Category

02/04/20

Trash Container in Public View

27680 LATHRUP BLVD Discovered 01/17/20

Trash Container in Public View

27640 LATHRUP BLVD Discovered 01/17/20

Trash Container in Public View

27600 LATHRUP BLVD Discovered 01/17/20

Trash Container in Public View

27470 LATHRUP BLVD Discovered 01/17/20

Trash Container in Public View

27734 CALIFORNIA NE DR Discovered 01/22/20

Trash Container in Public View

18741 ROSELAND BLVD Discovered 01/22/20

Trash Container in Public View multiple containers along side of garage

17331 RAINBOW DR Discovered 01/22/20

Trash Container in Public View

27333 GOLDENGATE W DR Discovered 01/24/20

Trash Container in Public View

18131 WILTSHIRE BLVD Discovered 01/31/20

Trash Container in Public View

27480 GOLDENGATE W DR Discovered 01/31/20

Trash Container in Public View

18151 REDWOOD AVE Discovered 01/31/20

Trash Container in Public View

18130 REDWOOD AVE Discovered 01/31/20

Trash Container in Public View

18791 SUNNYBROOK AVE Discovered 01/31/20

Trash Container in Public View

18775 SUNNYBROOK AVE Discovered 01/31/20

Trash Container in Public View and trash at curb

Total Trash Container in Public View Entries: 101

VEHICLE STORAGE

Enforcement Number	Address	Status	Filed	Closed
18187	AVILLA BLVD	Discovered	01/10/20	

Enforcements By Category

02/04/20

Inoperable vehicle in drive			
28650 ELDORADO PL	Resolved	01/10/20	01/31/20
Inoperable jagure in drive flat tires			
28471 ELDORADO PL	Discovered	01/10/20	
Vehicle in drive no plate			
27714 CALIFORNIA NW DR	Discovered	01/10/20	
Vehicle storage car with tarp. Ordinance does not allow storage in residential zoning district			
27601 MORNINGSIDE PLZ	Discovered	01/10/20	
Vehicle stored under tarp vehicle storage not allowed in residential district			
27630 RAINBOW CIR	No Cause for Action	01/10/20	01/15/20
Vehicle stored under tarp. Vehicle storage in a residential district not allowed			
18301 RAINBOW DR	Discovered	01/17/20	
Car parked with tarp . Ordinance prohibits storage of vehicles in residential areas			
18551 SANTA ANN AVE	Resolved	01/17/20	01/24/20
Car parked with tarp over it. Ordinance does not allow vehicle storage			
18850 SUNBRIGHT AVE	Discovered	01/17/20	
Vehicle with tarp covering it. Vehicle storage prohibited by ordinance			
17570 MEADOWOOD AVE	Discovered	01/17/20	
Car parked with tarp over it. Vehicle Storage prohibitesd by ordinance			
27670 CALIFORNIA SE DR	Discovered	01/17/20	
Vehicle parked inb drive with tarp covering it. Vehicle storage not permitted by ordinance			
17640 E GLENWOOD BLVD	Resolved	01/17/20	01/31/20
White van no legal plate. Trash cans and debris in front of garage			
28030 GOLDENGATE E DR	Discovered	01/17/20	
Vehicle stored on drive covered by tarp. Vehicle storage prohibited by ordinance			
17395 WILTSHIRE BLVD	Discovered	01/17/20	
Car in drive covered by tarp. Vehicle storage prohibited by ordinance.Trash cans left in public view			
28145 LATHRUP BLVD	Discovered	01/17/20	
2 vehicles parked in drive with tarps covering them. City ordiance prohibits vehicle storage			
27840 LATHRUP BLVD	Discovered	01/17/20	
Vehicle parked with tarp covering it. Vehicle storage not allowed			
27424 MORNINGSIDE PLZ	Resolved	01/22/20	01/31/20
Damaged inoperable Silver Hundi in drive this is the second vehicle storage violation since 2012 for this property. Remove veh			
27210 ELDORADO PL	Discovered	01/24/20	

Enforcements By Category

02/04/20

Inoperable blue buick parked in drive

18180 ROSELAND BLVD	Resolved	01/24/20	02/04/20
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Vehicle parked with tarp covering it. Vehicle storage prohibited by ordinance

Total Vehicle Storage Entries: 19

WORK W/O A PERMIT

Enforcement Number	Address	Status	Filed	Closed
27619 CALIFORNIA SW DR		Discovered	01/10/20	01/24/20
Work being done no permit obtained				
27336 GOLDENGATE W DR		Resolved	01/10/20	01/15/20
Remodel work no permits				
26230 MEADOWBROOK WAY		No Cause for Action	01/17/20	01/22/20

Dumpster in drive no permit

Total Work w/o a permit Entries: 3

Total Records: 151

Enforcement.CodeOfficer = Jim
Wright AND
Enforcement.DateFiled Between
1/1/2020 12:00:00 AM AND
1/31/2020 11:59:59 PM

Total Pages:11

Enforcements By Category

02/04/20

ANIMAL NUISANCE

Enforcement Number	Address	Status	Filed	Closed
17371	WILTSHIRE BLVD	Problem Reported	01/28/20	

Total Animal Nuisance Entries: 1

CURBSIDE VIOLATION

Enforcement Number	Address	Status	Filed	Closed
18654	RAINBOW DR		01/28/20	
18654	RAINBOW DR		01/28/20	
18330	RAINBOW DR		01/28/20	
18301	RAINBOW DR		01/28/20	
18281	RAINBOW DR		01/28/20	
18251	RAINBOW DR		01/28/20	
18461	SANTA ANN AVE		01/28/20	
18551	SANTA ANN AVE		01/28/20	
18561	SANTA ANN AVE		01/28/20	
26247	MEADOWBROOK WAY		01/28/20	
26263	MEADOWBROOK WAY		01/28/20	
26297	MEADOWBROOK WAY		01/28/20	
18633	MIDDLESEX AVE		01/28/20	

Enforcements By Category

02/04/20

18838 MIDDLESEX AVE	01/28/20
18846 MIDDLESEX AVE	01/28/20
18889 MIDDLESEX AVE	01/28/20
18486 MIDDLESEX AVE	01/28/20
18474 MIDDLESEX AVE	01/28/20
18466 MIDDLESEX AVE	01/28/20
18459 MIDDLESEX AVE	01/28/20
18444 MIDDLESEX AVE	01/28/20
18420 MIDDLESEX AVE	01/28/20
18860 SUNBRIGHT AVE	01/28/20
18160 LINCOLN DR	01/28/20
18180 LINCOLN DR	01/28/20
18210 LINCOLN DR	01/28/20
18418 LINCOLN DR	01/28/20
18920 LINCOLN DR	01/28/20
17610 LINCOLN DR	01/28/20
17580 LINCOLN DR	01/28/20

Enforcements By Category

02/04/20

26031 LATHRUP BLVD	01/28/20
26641 LATHRUP BLVD	01/28/20
26676 LATHRUP BLVD	01/28/20
17625 CORAL GABLES AVE	01/28/20
17580 MARGATE AVE	01/28/20
18850 ROSELAND BLVD	01/28/20
18171 REDWOOD AVE	01/27/20
18151 REDWOOD AVE	01/27/20
18140 REDWOOD AVE	01/27/20
18200 W GLENWOOD BLVD	01/27/20
27726 CALIFORNIA NW DR	01/27/20
27645 CALIFORNIA NW DR	01/27/20
27460 GOLDENGATE W DR	01/27/20
18830 SAN DIEGO BLVD	01/27/20
18815 SAN JOSE BLVD	01/27/20
18820 HAMPSHIRE ST	01/27/20

Enforcements By Category

02/04/20

DOWNSPOUT EXT.

Enforcement Number	Address	Status	Filed	Closed
26231	MEADOWBROOK WAY	Discovered	01/14/20	

Total Downspout Ext. Entries: 1

ITEMS IN R. O. W.

Enforcement Number	Address	Status	Filed	Closed
27551	GOLDENGATE W DR		01/10/20	

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

YARD WASTE

Enforcement Number	Address	Status	Filed	Closed
27341	LATHRUP BLVD		01/28/20	
27333	GOLDENGATE W DR		01/27/20	

Total Yard waste Entries: 2

Total Records: 51

Enforcement.CodeOfficer = Kelda
London AND
Enforcement.DateFiled Between
1/1/2020 12:00:00 AM AND
1/31/2020 11:59:59 PM

Total Pages: 4



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: April 16, 2018

RE: **MOTION TO ACCEPT LOWEST BID AND AWARD CONTRACT FOR SEWER VAULT CLEANING.**

The Sanitary Retention Tank has accumulated sludge in the tank and requires removal. Firms have been contacted to liquify, remove and haul away of the material.

Two bids are expected:

Valicor Environmental Services	\$51,985.00
Young's Environmental Clean Up	\$bid expected 2/24/2020

The bid from Young's Environmental Clean Up is expected by Monday. It is being recommended to award the contract to the lowest responsible bid. Funding is from the Sewer System Maintenance Account.

Suggested Motion:

To accepts the bids and award the contract for Sewer Vault Cleaning Services to _____ for an amount not to exceed \$_____.

Motion by _____, Seconded by _____,

Project Name Sewer Vault Cleaning
Client Company Lathrup Village
Client POC Pamela Bratschi
Project Address 27000 Evergreen Rd, Lathrup Village
Billing Address 2740 Southfield Rd, Lathrup Village

Project ID Number Sewer Vault Cleaning
Valicor Representative Amy Conover
Valicor Office Inkster
Quote Effective Date 2/12/20
Quote Expiration 30 Days

Introduction. Valicor is the largest provider of non-hazardous wastewater treatment services in North America. Leveraging its extensive fleet of tankers and a network of strategically located centralized wastewater treatment facilities, the Company transports and processes diverse wastewater streams that result from the manufacture of industrial and consumer goods. Valicor offers industrial and specialty field services that include liquid/dry vacuum services, tank cleaning and environmental cleanup support on customer sites or other locations. The Company’s mission-critical services allow customers to meet federal, state and local regulations by safely and responsibly disposing of oily water, leachate, soaps, line flush waste, and similar waste streams and it also provides a diverse set of landfill solidification, product destruction and retail oil services. As an ISO 14001 certified organization, Valicor takes great pride in its environmental compliance process.

Scope of Work and Qualifications. Upon receipt of a signed quote or purchase order, Valicor will provide labor, equipment and processing support for the following services:

Removal of the heavy solids from the Evergreen overflow sewer vault.

The heavy solids will be removed using pressurized water and labor to push the heavy solids down to the end of the vault. A vac truck will pump the solids into vac boxes.

We will deliver 4 vac boxes to the site. We will need access to the Michigan First Credit Union Parking Lot to stage vac boxes in the parking spots adjacent to the vault. Space will be required for staging and loading/unloading the vac boxes for the duration of the project. Vac boxes will be staged on both ends of the vault for closer access to pump out. Valicor is not responsible for any damage to Michigan First Credit Union parking lot.

Boxes will be transported offsite for disposal at the landfill when they are full. The 4 vac boxes will be rotated in and out of the project site. A copy of transportation paperwork will be provided to you at the end of the project.

Crews will work a 10 hour shift onsite. It will take 4 shifts to remove the solids from the vault and a half shift for equipment setup and tear down.

Once the project is completed the vac boxes will be transported and washed out.

Please note this quote does not include disposal costs. This quote is based on using the Oakland County profile for solidification and disposal at Oakland Hills landfill.

Service	Unit	Quantity	Price	Total
6 Man Crew – Clean Sewer Vault using hotsy and vac trucks – 12hr shift (includes mob and demob)	1 Shift	4 ½ shifts	\$ 7,550.00	\$ 33,975.00
Delivery of 4 Vac Boxes.	1 delivery	4	\$ 500.00	\$ 2,000.00
Vac Box Washouts	Per box	4 boxes	\$ 1,500.00	\$ 6,000.00
Transportation vac boxes to landfill (est. 3 hours /load)	Per trip	13 trips	\$ 770.00	\$ 10,010.00

Not to Exceed: \$51,985.00



Valicor’s Mission

We are committed to demonstrating leading-edge sustainable solutions and approaches to industrial production and materials management. While others are satisfied with only meeting customer needs, Valicor is reaching higher by pursuing new technologies and partnerships centered on solving our customer’s most demanding output and production challenges.

Terms and Conditions. Pricing is contingent upon acceptable sample for treatability and approved profile prior to service. To ensure proper service and invoicing this signed quotation, acceptable analysis, and completed profile forms must be submitted to Valicor prior to scheduling service. Totals on this quotation are estimated costs. All invoices will reflect actual times, equipment used and processing costs at the unit rates set above. Payment terms are net 30 days.

Client Acceptance and Agreement. Please signify your acceptance of the above pricing, specifications and conditions by signing below and returning this quotation to the above referenced Valicor representative. By signing this quote you acknowledge that you are an authorized representative of the client company and accept the above terms and conditions.

X. _____ **Date** _____



Valicor's Mission

We are committed to demonstrating leading-edge sustainable solutions and approaches to industrial production and materials management. While others are satisfied with only meeting customer needs, Valicor is reaching higher by pursuing new technologies and partnerships centered on solving our customer's most demanding output and production challenges.



Dr. Sheryl L. Mitchell

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: February 24, 2020

RE: **APPOINTMENTS TO INFRASTRUCTURE COMMITTEE**

In 2019, the City Council created an Infrastructure Committee to investigate and make recommendations for improvements to roads, sidewalks, water/sewer system, ditches/culverts.

Council has already appointed 5 members: Bruce Kantor (chairperson), Jo Arnold-Robinson, Hugo Cardenas, Mike Keenan. There is a vacancy due to the recent resignation of Greg Ruvolo.

Applications have been received from:

- Michael Griffin
- Gary Roberts
- Dianne Weems

Mayor Garrett is recommending the appointment of Michael Griffin.

RECOMMENDED MOTION:

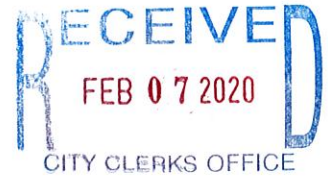
TO APPOINT to the Infrastructure Committee:

- Michael Griffin



City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2600
www.lathrupvillage.org



APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: February 7, 2020

Please check the committee for which you are applying:

- Board of Review
- Building Authority
- Downtown Development Authority (DDA)
- DDA – Economic Vitality Committee
- DDA – Promotions Committee
- DDA – Design Committee
- Historic District Commission
- Lathrup Village Foundation Board
- Marijuana Study Group
- Planning Commission
- Recreation Advisory Committee
- INFRASTRUCTURE COMMITTEE**
(sidewalk, road, ditch, sewer and water systems)
- Other: _____

Name: Michael P. Griffin			
Street Address: 18756 San Jose Blvd	City: Lathrup Village	State: MI	Zip: 48076
Home Phone: 248.557.1651		Alt. Phone: 248.385.7176 (cell)	
Email: mikepgriffin@yahoo.com			
Are you at least 18 years of age? Check one: <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

I have been employed in the utility industry for over 30 years. The last 20 have been in the financial and regulatory area. I am currently Director of Rate Cases & Controls. In my current position I develop, manage and defend annual regulatory filings seeking in excess of \$2.5 billion. I feel my experience in infrastructure (utility) finance is very beneficial.

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

I worked with a group of citizens opposed to the previous ballot proposal. I believe the city's infrastructure needs to be addressed but in a manner that is fiscally responsible and affordable for the residents. I have lived in Lathrup Village since 1995. Resume attached.

Applicant Signature

2/7/2020
Date

Return completed application to:
Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

Michael P Griffin

(248) 557-1651 H

(248) 385-7176 C

SKILLS

Possess in depth knowledge of all facets of utility operations including regulatory, marketing and financial analysis. Effectively communicate and work with all levels of the organization. Strong business and utility acumen through 30 plus years of experience in several areas of the Company. Able to meet tight deadlines and work directly with all levels of management.

PROFESSIONAL EXPERIENCE

Consumers Energy, Jackson, MI

Director, Gas Engineering & Supply Rate Cases & Controls

May 2008 to Present

Direct strategy effort and manage, as a project, gas and electric rate case filings. Develop testimony and exhibits in support of billion dollar rate case filings. Coach witnesses through the process of development of expert testimony and exhibits. Utilize extensive Company and industry knowledge to support Company position in regulatory filings. Develop effective, time sensitive communications to explain and support Company position on contentious issues. Work with all levels and Company departments including Senior Management. Prepare and analyze historical and projected financial information in support of various regulatory filings. Coordinate and develop responses to audit and discovery requests. Responsible for compliance with Sarbanes/Oxley controls.

Senior Business Support Consultant

December 1997 to May 2008

Utilize budgeting skills to develop, submit and analyze annual budgets totaling \$42 million. Partner with department managers to develop and track 5 year financial plans and to develop monthly forecasts and explain budget variations for Corporate Financial Planning. Partner with Rates Department to file for gas rate increases. Provided financial analysis as leader of finance team for the Scheduling Process Initiative for the Appliance Service Plans.

Sr. Customer Energy Specialist /Sr. Marketing Consultant

May 1987 to December 1997

Managed over 10,000 commercial and industrial natural gas accounts in the Metro Detroit area. Provided technical support to customers, negotiated rates and installation costs, and resolved complaints. Served as single point of accountability for over 200 new business service requests annually. Responsibilities included construction site evaluation, engineering design, scheduling, account billing and municipality liaison. Marketed end-us natural gas and electric equipment to customer groups.

EDUCATION

Master of Business Administration, Wayne State University, Detroit, MI, May 1998

Bachelor of Arts, Marketing, Michigan State University, East Lansing, MI, August 1985

Computer skills include: Microsoft Word, Excel, Power Point and Outlook.



Dr. Sheryl L. Mitchell

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl L. Mitchell, City Administrator

DA: February 24, 2020

RE: **APPOINTMENTS TO RECREATION ADVISORY COMMITTEE**

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

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

Council has already appointed 5 members: Loretta DeLoach, Elaine Mantinan, Marcella Rogers, and Cynthia Martin. There is a vacancy due to the recent passing of Virginia Franklin.

Application have been received from:

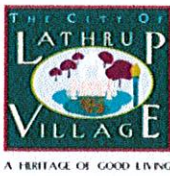
- Lynda R. Ludy

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

RECOMMENDED MOTION:

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

- Lynda R. Ludy



City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2600
www.lathrupvillage.org



APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: February 13, 2020

Please check the committee for which you are applying:

- Board of Review
- Building Authority
- Downtown Development Authority (DDA)
- DDA – Economic Vitality Committee
- DDA – Promotions Committee
- DDA – Design Committee
- Historic District Commission
- Lathrup Village Foundation Board
- Marijuana Study Group (*new)
- Planning Commission
- Recreation Advisory Committee
- Streets, Drains & Sidewalks Study Group (*new)
- Other:

Name: <u>Lynda R. Ludy</u>			
Street Address: <u>18735 Sunnybrook Ave</u>	City: <u>Lathrup Village</u>	State: <u>MI</u>	Zip: <u>48076</u>
Home Phone: <u>248-225-0242</u>		Alt. Phone: <input type="text"/>	
Email: <u>lrludy@att.net</u>			
Are you at least 18 years of age? Check one: <input checked="" type="checkbox"/> <input type="checkbox"/>	Are you a registered voter in Lathrup Village? <input checked="" type="checkbox"/> <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? <input checked="" type="checkbox"/> <input type="checkbox"/>	

Please list below any relevant information regarding your past or present employment experience, memberships, or personal experiences as they relate to your being qualified for the item(s) checked above.

Troy Rotary Club President 2019-2020; LVWC; LV Supper Club; Ikebana International #85; travel and teaching in 29 countries; retired DCDS elementary teacher and Professor Emerita Alma College (total of 47 years teaching); current reading and math tutor for two families; International Literacy Association

Please list below any other relevant information that clearly states your qualifications for serving on the committees or boards checked above.

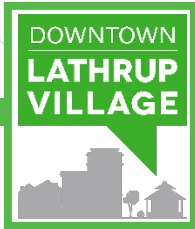
City of Alma Zoning Board of Review 1987-1999

Lynda R Ludy
Applicant Signature

February 13, 2020
Date

Return completed application to:
Lathrup Village City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

**CITY OF LATHRUP VILLAGE
REPORTS FROM
BOARDS
COMMISSIONS
COMMITTEES**



27400 Southfield Road
Lathrup Village, MI 48076

MEMORANDUM

To: Lathrup Village Downtown Development Authority Board of Directors

From: Susie Stec, Manager – Community & Economic Development / DDA Director

Date: December 16, 2019

Re: 2019 Year in Review

In accordance with PA 57 of 2018, the Lathrup Village Downtown Development Authority (LVDDA) submits the following information to fulfill the reporting requirements of the aforementioned act.

History & Mission

The LVDDA was formed and established in 1998 and expanded in 1999. Its mission is *to undertake public improvements that have the greatest impact to strengthen the downtown area and attract new investments*. To serve this mission, the LVDDA is dedicated to combining public and private resources for the physical and economic development of properties located within the district borders. LVDDA is active in the Main Street Oakland County program and is at the Associate Level.

The Board of Directors is comprised of eleven members consisting of the Mayor and ten appointees who are confirmed by City Council for four-year terms. These members have a vested interest in the district as a property owner, business owner/interest, and/or resident.

Name	Office	Stake in District	Term Ends
Kelly Garrett	Mayor		n/a
Sheryl Mitchell	Secretary	City Administrator	n/a
Jet Dhaliwahl		Property Owner	2/1/2023
Cory Fortson (<i>alternate</i>)		Business	2/1/2023
Fred Prime		Resident	2/1/2022
Dan Sugg	Vice Chair	Business	2/1/2022
Dan Verderbar		Realtor	2/1/2022
Ryan Hertz		Non-profit administrator	2/1/2021
Vernon English (<i>resigned</i>)		Resident	2/1/2021
Bobbi Lovins	Chair	Business	2/1/2020
Sam Surnow		Property Owner	2/1/2020

The LVDDA activities are supported by following City of Lathrup Village staff:

DDA Staff	Title
Susie Stec	DDA Director / Manager - Community & Economic Development
Pam Bratschi	Treasurer

In 2019, the LVDDA Board of Directors met four times, formally canceled two meetings, and had six meetings canceled due to a lack of quorum. See Appendix A for a complete attendance roster.

The LVDDA runs on a June/July fiscal year, which mirrors that of the City of Lathrup Village. The LVDDA has budgeted revenues for Fiscal Year 2019/20 of \$156,737 and expenses of \$200,686. There is a fund balance of \$1,281,117 which has been accruing over the course of many years. The intent is to use the funds as the local match when the reconstruction of Southfield Road is underway, including related streetscaping, lighting, and placemaking projects. This is a multi-jurisdictional project that includes the cities Lathrup Village, Beverly Hills, and Southfield, as well as the Road Commission for Oakland County (RCOC). While the Southfield Road Project has been in the planning states for several years, work is now being done to finalize the required Environmental Assessment with a submission goal of Spring 2020. The project partners are optimistic that approvals and funding may be secured to allow for construction to commence in five years.

Synopsis of LVDDA Activities, Accomplishments, & Events

2019 has been a year of transition for the LVDDA. The DDA Director position had been vacant since August 2018 and a new director was brought on in February 2019. Filling this position has allowed the LVDDA to undertake the following:

Accomplishments

- **Streetscaping**
New banners were designed and installed throughout the district. Additional hardware is needed to replace broken/rusted hardware on twelve poles.
- **Sign Grant Award**
LVDDA reestablished both the Façade Improvement Program and Sign Grant in 2018, and allocated funds for FY 18/19 and FY 19/20 budgets. The LVDDA received one Sign Grant application in the 2010 calendar year.
- **Informational Meetings/Open House**
Per the requirements set forth in PA 57 of 2018, LVDDA held informational meetings on August 8th and November 19th. Approximately 20 individuals attended these meetings.

- **Planning-Related Activity**

- Won the “Program on the Rise” award from Main Street Oakland County (MSOC).
- Joint Meetings between the LVDDA, City Council, & Planning Commission were established. Meetings were held in August and November.
- The city is currently updating its master plan, downtown plan, and recreation plan. They will be combined into a Comprehensive Plan, which is expected to be complete by the middle of 2020.
- Ferris State University representatives approached the city about providing civic center design concepts. LVDDA leapt at the chance have final architectural design projects which focused on redeveloping the Village Center area, as identified in the Development & TIF Plans.
- LVDDA is working with MSOC to enhance board training and engagement.

Events & Promotional Campaigns

In previous years, LVDDA & the city’s Parks & Recreation Department worked closely to host a weekly Farmers Market. Unfortunately, due to competition with other local farmers markets and difficult securing vendors, it was decided to reprogram funds that were allocated to the Farmers Market. New programming is marked with an asterisk*.

- **Southfield Road Corridor Clean-Up**

Approximately 20 volunteers came out on Sat., June 1st to participate in cleaning up the ditches along Southfield Road from Lincoln to 12 Mile Roads.

- **Shop Small Artisan Fair***

Working closely with the city’ Parks & Recreation Coordinator, LVDDA We hosted a very successful Artisan Fair & Shop Small event on Sat., Nov. 30th. Approximately 25 vendors were at City Hall. An additional 16 city-businesses participated in a LV Business Bingo. Out of the 50 Oakland Count communities that logged sales for the county’s initiative, Lathrup Village ranked 19th in total receipts received.

- **Live in LV**

The LVDDA Promotions Committee wanted to find a way to highlight businesses and events happening in the community, thus was “Live in LV” was created! The promotional campaign was kicked off at the Shop Small Artisan Fair. Businesses will be highlighted in a Facebook Live interviews throughout the year.

Appendix A: 2019 LVDDA Attendance Roster

Last Name	First Name	1/11	2/8	3/8	4/12	5/10	6/14	7/12	8/9	9/13	10/11	11/8	12/13	Total Unexcused Absences	Total EXCUSED Absences	
Lovins	Bobbi	x	canceled	x	x	x	x	x	canceled	x	x	x	x	0	0	
Prime	Fred	awn		x	x	x	x	x		x	awn	awn	awn	awn	0	4
Garrett	Kelly	x		awn	x	x	x	awn		x	awn	awn	maybe	maybe	0	4
Dhaliwahl	Jet	x		A	A	awn	x	awn		awn	awn	awn	awn	awn	2	6
Hertz	Ryan	x		awn	x	awn	awn	awn		awn	awn	awn	awn	awn	0	8
Mitchell	Sheryl	x		x	awn	x	x	x		x	x	x	awn	awn	0	3
Surnow	Sam	A		A	awn	awn	awn	awn		awn	awn	awn	awn	maybe	2	7
English*	Vernon	awn		x	A	A	awn	A		A	A	A	n/a	n/a	5	2
Sugg	Dan	x		x	x	awn	x	awn		awn	x	x	x	x	0	2
Verderbar	Dan	x		awn	x	awn	awn	awn		maybe	x	x	-	maybe	0	3
Fortson**	Cory	n/a	n/a	n/a	n/a	n/a	n/a	A	A	awn	A	A	4	1		

Key

X – Attended/rsvp yes

Awn – Absent with Notice

A – Absent/no notice

Canceled – No Quorum

Canceled – Workshop/No Quorum

*Vernon English resigned on 10/14/19

**Cory Fortson was appointed as an alternate board member on 6/17/19

QUARTERLY REPORT January 2020

BOARD OF TRUSTEES	
Representative	Municipality
D. Schueller	City of Berkley
C. Wilson	Village of Beverly Hills
J. Valentine	City of Birmingham
E. Irwin	City of Clawson
C. Kennedy	City of Ferndale
A. LeCureaux	City of Hazel Park
R. Fortura	City of Huntington Woods
S. Mitchell	City of Lathrup Village
K. Yee	City of Oak Park
J. Breuckman	City of Pleasant Ridge
G. Rassel	City of Royal Oak
K. Bovensiep	City of Troy

OFFICERS	
Chairman:	C. Wilson
Vice Chair:	J. Valentine
Secretary:	D. Schueller
Advisory Committee:	J. Valentine D. Schueller C. Wilson G. Rassel

J. A. McKeen	General Manager
R. Jackovich	Operations Manager

Board of Trustees
SOCRRA

Subject: Quarterly Report - January 2020

Board Members:

Attached is a copy of SOCRRA's Quarterly Report covering the first six months operation of the 2019/20 fiscal year. The report contains a financial statement of SOCRRA's operation and an outline of projects in progress or completed during the quarter. The report also contains statistical information and other information of general interest to the members of the Board of Trustees, and the members of the governing body of each of the member municipalities of this Authority.

FINANCIAL STATEMENT

The total net income for the first 6 months of 2019/20 was \$467,621 before depreciation. This is a decrease from the net income of \$1,335,731 that was recorded for the first 6 months of 2018/19. The net income for the first 6 months was \$560,210 less than budgeted.

	<u>Actual</u>	<u>Compared to Budget</u>
Revenue	\$12,149,702	-\$ 316,322
Expenses	\$11,682,081	+\$ 243,888
Net Income	+\$467,621	-\$ 560,210

Revenue was lower than planned due to decreased revenue from the sale of recyclables (-\$327,000), lower than planned revenue from non-member refuse from Advanced Disposal, Car Trucking, Dinverno, GFL and Tringali Sanitation and our other cash customers (-\$151,000) and lower non-member yard waste (-\$27,000). These decreases were partially offset by increases in revenue from the member communities (+\$141,000), from the processing of recycling for non-members (+\$26,000) and increases in miscellaneous income (+\$9,000), rental income (+\$7,000) and the sale of compost (+\$5,000).

Expenses were higher than budget primarily due to higher than planned costs for contractor expenses (+\$294,000) and labor (+\$30,000) which were partially offset by decreased costs for non-labor Administrative and General Expenses (-\$53,000), maintenance (-\$13,000), supplies (-\$9,000) and utilities (-\$5,000).

Total revenue for the first six months of 2019/20 increased by \$308,000 compared to the first six months of 2018/19. This increase was due to increases in member revenue (+\$317,000) due to the July 1, 2019 rate increase, revenue for processing recycling from non-members (+\$236,000), non-member refuse revenue due to the completion of the construction at the Troy Transfer Station (+\$74,000), rental income (+\$5,000), miscellaneous revenue (+\$5,000), compost sales (+\$4,000) and interest income (+\$3,000). These increases were partially offset by decreases in revenue from sale of recyclables (-\$322,000) due to the continued decline in recycled commodity prices, see discussion below, and decreased yard waste from non-members (-\$14,000).

Operating expenses for the first six months of 2019/20 were \$295,000 higher compared to the first six months of 2018/19. The increase in expenses was primarily due to increased contractor costs.

Additional financial detail is attached.

MATERIAL HANDLED

SOCRRA processed 121,173 tons of refuse, yard waste and recyclables during the first six months of the current fiscal year. This represents an increase of 7.9% or 8,848 total tons compared to the same period last year. We received large increases in non-member refuse (+4,283 tons) and non-member recycling (+3,476 tons) as we increased the use of our facilities for non-member material in order to generate additional non-member revenue. The amount of member recycling decreased by 1.8% and the amount of member refuse increased by 1.1%.

Our recent history of tonnage handled for the first half of the fiscal year is displayed in the table below:

	2015/16	2016/17	2017/18	2018/19	2019/20
Member Refuse	55,460	56,159	53,517	52,445	52,997
Non-Member Refuse	18,985	27,723	18,874	13,601	17,884
Member Recycling	9,729	10,018	11,841	12,483	12,260
Non-Member Recycling	227	257	591	272	3,748
Yard Waste	<u>32,564</u>	<u>29,739</u>	<u>26,907</u>	<u>33,524</u>	<u>34,284</u>
TOTAL	116,965	123,897	111,730	112,325	121,173

CAPITAL EXPENDITURES

Capital expenditures for the first six months of the fiscal year totaled \$188,452. The expenditures were for the renovation of the Troy Transfer Station (\$124,000), the installation of the Fire Rover supplemental fire protection system at the MRF (\$63,000) and for the renovation of the Madison Heights Transfer Station (\$2,000).

MAJOR PROJECTS

RECYCLING OPERATIONS

Overall, the new MRF continues to operate very well. The commodity markets continue to be very unstable due to a series of actions taken by the Chinese government that have severely restricted the import of recycled materials and by trade tariff actions taken by the US and China. We continue to be able to find buyers for all of our recycled commodities except for glass, which we are paying to have recycled. However, the prices that we receive for our recycled materials are significantly lower than we budgeted for the year. In particular, the pricing for cardboard, our highest revenue material, is only 50% of the level budgeted for 2019/20. As a result, our revenue from the sale of recyclables was about 40% below budget, which resulted in a revenue shortfall of \$327,000. While none of our products have gone to China in several years, when China imports drop, prices fall across the US.

All of our recycled paper and cardboard is being purchased by GFL (which recently purchased Royal Oak Recycling) under a three-year agreement that began in November of 2018. This contract pays us a premium over market-based prices for all of our paper products. Having the GFL facility located so close to our MRF also enables us to promptly remove our completed materials when required, which is a significant advantage. Pratt Industries has opened a new

papermill in western Ohio that is using large quantities of recycled cardboard and mixed paper. We have had two representatives from Pratt tour the MRF in the past several months. While our paper products are under contract to GFL, having a large, new outlet for recycled paper in western Ohio has served to stabilize market pricing in the Midwest.

The prices we receive for our recycled plastic materials have been highly variable in recent months. The price for natural PE (milk jugs) has increased by 300% since July with the price for PET (water bottles) decreasing by 44% over that same time period. Having such large price swings in opposite directions for different types of plastics is very unusual.

The prices that we receive for our recycled metal products recovered in December to their July levels except for aluminum, the price of which has decreased by about 45% since July 1.

Our glass is being recycled by Strategic Materials, which is located near Chicago. We are paying Strategic to recycle our glass. We will be working with Strategic and Machinex to determine if we need to keep running the glass clean-up system in its current configuration in order to meet Strategic's quality requirements as part of the development of an agreement with Strategic. We are also attempting to identify alternative recyclers for our glass.

For the first six months of the fiscal year, the amount of recycling from the member communities decreased by 1.8% compared to the same period last year.

We began accepting recyclables from other communities in February of 2019. We are charging a tip fee for this service and we sell the recycled products that result from this material. For the first half of 2019/20, the amount of non-SOCRRA recycling was 14 times higher than it was for the same period of the previous year and was 21% of the material processed at the MRF. We are continuing to look for additional third-party recycling tonnage that can be processed at the MRF. The tip fee and the sale of additional tonnage of recycled materials is a significant new revenue source for SOCRRA.

The installation of a Fire Rover supplemental fire suppression system for the MRF was completed in early October. This system shoots fire suppression foam at a hot spot identified by thermal imaging cameras that has been verified as a potential fire by a manual operator using both conventional and thermal imaging cameras. This system continuously monitors the MRF tipping floor area and the feed hopper for our recycling system. The Fire Rover system is completely independent of our existing fire monitoring and prevention systems and it provides an additional layer of fire protection. Our insurance company, the MMRMA, will be providing us a grant for 50% of the cost of this system. The Fire Rover system should substantially lower our fire risk at the MRF

RECYCLING EDUCATION

The Michigan Department of Environment, Great Lakes and Energy (EGLE) has been running a statewide recycling education campaign ("Know It Before You Throw It") using the Recycling Raccoons Squad to communicate messages about recycling since last summer. They now want to communicate that message on a local level and have offered to provide an advertising campaign for SOCRRA using the same marketing firm that created the statewide campaign and funded by EGLE as part of their recycling education efforts. The campaign for the SOCRRA communities will be largely digital and we have given direction to focus on communicating the following messages:

- No plastic bags or plastic film in your recycling cart
- No tanglers (extension cords, wire hangers, ropes, etc.) in your recycling cart
- Do not put recyclables in plastic bags
- Encourage more and correct cardboard recycling – flatten and cut to fit in cart

This campaign will run from late February to April at no expense to SOCRRA. We plan to use the campaign materials on our website and on both SOCRRA's and our communities' social media platforms.

WASTE WIZARD

The Waste Wizard, which is available on our website and as a smart phone app, recently celebrated its first birthday. The Wizard allows residents to determine the proper methods of recycling or disposing of a huge range of materials. Having the Wizard available appears to have reduced the volume of phone calls being made to the SOCRRA office.

TROY TRANSFER STATION

We completed the replacement of the second compactor at the Troy Transfer Station in December. The first compactor was replaced during 2018/19. This restored the Troy Transfer Station to its full capacity and has allowed us to take additional non-SOCRRA refuse tonnage. For December, the amount of non-member refuse increased by 58% compared with December of 2018. Non-member refuse tonnage was 29% of the refuse handled at our Transfer Stations during December.

FALL LEAF SEASON

The fall leaf season was interrupted by the substantial snowfall in early November. Our municipal crews and contractors were able to almost completely clean up the leaves before December 20, when curbside collection of yard waste was completed for the year. During the winter months, residents of the SOCRRA communities can bring in up to 10 kraft paper bags of yard waste to our Troy Transfer Station for disposal. We will be continuing this service until curbside pickup of yard waste begins again on Monday April 6. This service was used very heavily by our residents during late December and early January due to the unseasonably warm temperatures.

COMPOST SITE MASTER PLAN

The SOCRRA Board approved hiring AEW to develop a master plan for SOCRRA's Compost Site in Rochester Hills. Recent changes in the State's stormwater rules combined with the age and poor condition of our buildings prompted the need for a master plan. The plan should be completed this summer and will be used to guide our future capital expenditures.

PENSION FUNDING

The SOCRRA Board approved additional funding for the plan that provides pension benefits for the retired and active salaried employees that provided services to both SOCRRA and SOCWA. We have made incremental contributions to the salaried plan for the past 7 years and have significantly improved the plan funding level. MERS will complete their actuarial study to determine the funding status of SOCRRA's pension plans before June 2020.

ANNUAL AUDIT

The audit report for the 2018/19 fiscal year was completed by our auditors, Plante & Moran. The audit found the Authority to be in complete conformity with generally accepted accounting practices. The auditors concluded that the Authority's level of working capital decreased by \$830,000, which reduced the working capital to 0.0% of annual expenditures, which is below the

goal level of 7.5%. We will be taking measures to increase our level of working capital in 2019/20 and 2020/21. The net position of SOCRRA decreased by \$67,000 during 2018/19. The pension and OPEB funding levels as of June 30, 2019 were 62.3% for the union pension plan, 89.7% for the salaried pension plan, 87.0% for the union OPEB plan and 101.4% for the salaried OPEB plan. SOCRRA has contributed additional funds to most of these plans in the current fiscal year.

Respectfully submitted,

Jeffrey A. McKeen, P.E.
General Manager

SOCRRA
INCOME STATEMENT
07/01/19..12/31/19

	Actual-Period	Budget-Period	Variance
REVENUES			
MUNICIPAL REFUSE			
MEMBER MSW	9,858,068.68	9,716,718.00	141,350.68
MONTHLY SURCHARGE	564,006.00	564,006.00	0.00
NON-MEMBER MSW	769,035.31	920,000.00	-150,964.69
NON-MEMBER YARD WASTE	57,051.11	84,000.00	-26,948.89
	<u>11,248,161.10</u>	<u>11,284,724.00</u>	<u>-36,562.90</u>
SALE OF RECYCLED MATERIAL			
MIXED PAPER	34,473.17	27,000.00	7,473.17
NEWSPAPER	63,189.11	123,000.00	-59,810.89
CARDBOARD	116,477.16	240,000.00	-123,522.84
SORTED OFFICE PAPER	9,927.12	16,000.00	-6,072.88
PLASTICS	190,449.66	244,000.00	-53,550.34
SCRAP METAL	32,618.78	80,000.00	-47,381.22
ALUMINUM CANS	11,792.80	22,000.00	-10,207.20
TIN CANS	20,295.60	54,000.00	-33,704.40
MIXED RECYCLING - OTHERS	236,498.84	210,000.00	26,498.84
GLASS			
BATTERIES	1,142.00	1,300.00	-158.00
ELECTRONICS			
	<u>716,864.24</u>	<u>1,017,300.00</u>	<u>-300,435.76</u>
OTHER INCOME			
COMPOST	65,183.00	60,000.00	5,183.00
RENTAL INCOME	66,744.00	60,000.00	6,744.00
INTEREST ON INVESTMENTS	30,539.49	31,000.00	-460.51
GRANT REVENUE			
MISC INCOME	22,210.46	13,000.00	9,210.46
	<u>184,676.95</u>	<u>164,000.00</u>	<u>20,676.95</u>
TOTAL REVENUES	12,149,702.29	12,466,024.00	-316,321.71
EXPENSES			
MADISON HEIGHTS TRANSFER STATION	144,687.48	155,900.00	-11,212.52
TROY TRANSFER STATION	1,422,266.48	1,393,700.00	28,566.48
MATERIAL RECOVERY FACILITY	863,461.28	1,135,500.00	-272,038.72
HOUSEHOLD HAZARDOUS WASTE	182,286.21	253,800.00	-71,513.79
COMPOST FACILITY	289,798.25	264,400.00	25,398.25
ADMINISTRATIVE AND GENERAL	661,914.60	719,093.00	-57,178.40
COLLECTION CONTRACT EXPENSES	4,819,440.69	5,237,200.00	-417,759.31
IN TRANSIT	3,298,225.84	2,278,600.00	1,019,625.84
	<u>11,682,080.83</u>	<u>11,438,193.00</u>	<u>243,887.83</u>
REVENUE OVER EXPENSES	467,621.46	1,027,831.00	-560,209.54
NET INCOME BEFORE DEPRECIATION	467,621.46	1,027,831.00	-560,209.54
DEPRECIATION	444,535.50		
NET INCOME AFTER DEPRECIATION	23,085.96		

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY
INCOME STATEMENT & TONS
07/01/19..12/31/19
FY 19-20

<u>REVENUES</u>	TOTAL TONS	AMOUNT
MEMBER SERVICES	52,996.83	10,422,074.68
NON-MEMBER MSW	17,884.13	769,035.31
<u>YARD WASTE</u>		
MEMBER	33,999.23	0.00
NON MEMBER	284.42	57,051.11
<u>RECYCLABLES</u>		
MEMBERS	12,260.15	0.00
NON MEMBER	3,748.43	0.00
	<u>121,173.19</u>	<u>11,248,161.10</u>
<u>RECYCLING</u>		
MIXED PAPER		34,473.17
NEWSPAPER		63,189.11
CARDBOARD		116,477.16
SORTED OFFICE PAPER		9,927.12
PLASTICS		190,449.66
SCRAP METAL		32,618.78
ALUMINUM CANS		11,792.80
TIN CANS		20,295.60
MIXED RECYCLING - OTHERS		236,498.84
GLASS		
BATTERIES		1,142.00
ELECTRONICS		
		<u>716,864.24</u>
<u>OTHER</u>		
COMPOST		65,183.00
RENTAL INCOME		66,744.00
INTEREST ON INVESTMENTS		30,539.49
GRANT REVENUE		
MISC INCOME		22,210.46
		<u>184,676.95</u>
TOTAL REVENUES		12,149,702.29
<u>EXPENSES</u>		
MADISON HEIGHTS TRANSFER STATION		144,687.48
TROY TRANSFER STATION		1,422,266.48
MATERIAL RECOVERY FACILITY		863,461.28
HOUSEHOLD HAZARDOUS WASTE		182,286.21
COMPOST FACILITY		289,798.25
ADMINISTRATIVE AND GENERAL		661,914.60
COLLECTION CONTRACT EXPENSES		4,819,440.69
IN TRANSIT		3,298,225.84
		<u>11,682,080.83</u>
NET INCOME BEFORE DEPRECIATION		467,621.46
DEPRECIATION		444,535.50
NET INCOME		23,085.96

SOCRRA
Income Statement w. Budget Comparison
07/01/19..12/31/19

	ACTUAL 6 MONTHS	TOTAL BUDGET 19/20	BALANCE	% RECEIVED OR EXPENDED
REVENUES				
MUNICIPAL REFUSE				
MEMBER MSW	9,858,068.68	19,433,436.00	9,575,367.32	51%
MONTHLY SURCHARGE	564,006.00	1,128,012.00	564,006.00	50%
NON-MEMBER MSW	769,035.31	1,800,000.00	1,030,964.69	43%
NON-MEMBER YARD WASTE	57,051.11	140,000.00	82,948.89	41%
	11,248,161.10	22,501,448.00	11,253,286.90	46%
SALE OF RECYCLED MATERIAL				
MIXED PAPER	34,473.17	65,000.00	30,526.83	53%
NEWSPAPER	63,189.11	292,000.00	228,810.89	22%
CARDBOARD	116,477.16	568,000.00	451,522.84	21%
SORTED OFFICE PAPER	9,927.12	46,000.00	36,072.88	22%
PLASTICS	190,449.66	582,000.00	391,550.34	33%
SCRAP METAL	32,618.78	192,000.00	159,381.22	17%
ALUMINUM CANS	11,792.80	50,000.00	38,207.20	24%
TIN CANS	20,295.60	125,000.00	104,704.40	16%
MIXED RECYCLING - OTHERS	236,498.84	420,000.00	183,501.16	56%
GLASS			0.00	
BATTERIES	1,142.00	4,000.00	2,858.00	29%
ELECTRONICS				
	716,864.24	2,344,000.00	1,627,135.76	31%
OTHER INCOME				
COMPOST	65,183.00	150,000.00	84,817.00	43%
RENTAL INCOME	66,744.00	120,000.00	53,256.00	56%
INTEREST ON INVESTMENTS	30,539.49	65,000.00	34,460.51	47%
GRANT REVENUE			0.00	
MISC INCOME	22,210.46	25,000.00	2,789.54	89%
	184,676.95	360,000.00	544,676.95	51%
TOTAL REVENUES	12,149,702.29	25,205,448.00	13,425,099.61	48%
EXPENSES				
MADISON HEIGHTS TRANSFER STATION	144,687.48	291,800.00	147,112.52	50%
TROY TRANSFER STATION	1,422,266.48	3,827,100.00	2,404,833.52	37%
MATERIAL RECOVERY FACILITY	863,461.28	2,262,500.00	1,399,038.72	38%
HOUSEHOLD HAZARDOUS WASTE	182,286.21	492,400.00	310,113.79	37%
COMPOST FACILITY	289,798.25	481,600.00	191,801.75	60%
ADMINISTRATIVE AND GENERAL	661,914.60	1,380,900.00	718,985.40	48%
COLLECTION CONTRACT EXPENSES	4,819,440.69	13,912,000.00	9,092,559.31	35%
IN TRANSIT	3,298,225.84	0.00	-3,298,225.84	
	11,682,080.83	22,648,300.00	10,966,219.17	52%
REVENUE OVER EXPENSES	467,621.46	2,557,148.00	2,089,526.54	18%

SOCRRA
INCOME STATEMENT
07/01/19..12/31/19

	2019/2020	2018/2019	Variance
REVENUES			
MUNICIPAL REFUSE			
MEMBER MSW	9,858,068.68	9,541,535.51	316,533.17
MONTHLY SURCHARGE	564,006.00	564,006.00	0.00
NON-MEMBER MSW	769,035.31	695,524.58	73,510.73
NON-MEMBER YARD WASTE	57,051.11	70,597.13	-13,546.02
	<u>11,248,161.10</u>	<u>10,871,663.22</u>	<u>376,497.88</u>
SALE OF RECYCLED MATERIAL			
MIXED PAPER	34,473.17	42,860.05	-8,386.88
NEWSPAPER	63,189.11	125,037.81	-61,848.70
CARDBOARD	116,477.16	240,928.81	-124,451.65
SORTED OFFICE PAPER	9,927.12	0.00	9,927.12
PLASTICS	190,449.66	240,566.46	-50,116.80
SCRAP METAL	32,618.78	70,312.35	-37,693.57
ALUMINUM CANS	11,792.80	37,150.83	-25,358.03
TIN CANS	20,295.60	41,062.17	-20,766.57
MIXED RECYCLING - OTHERS	236,498.84	0.00	236,498.84
GLASS			
BATTERIES	1,142.00	4,869.00	-3,727.00
ELECTRONICS			
	<u>716,864.24</u>	<u>802,787.48</u>	<u>-85,923.24</u>
OTHER INCOME			
COMPOST	65,183.00	60,817.00	4,366.00
RENTAL INCOME	66,744.00	62,174.00	4,570.00
INTEREST ON INVESTMENTS	30,539.49	27,074.42	3,465.07
GRANT REVENUE			
MISC INCOME	22,210.46	17,574.52	4,635.94
	<u>184,676.95</u>	<u>167,639.94</u>	<u>17,037.01</u>
TOTAL REVENUES	12,149,702.29	11,842,090.64	307,611.65
EXPENSES			
MADISON HEIGHTS TRANSFER STATION	144,687.48	129,539.54	15,147.94
TROY TRANSFER STATION	1,422,266.48	1,243,489.26	178,777.22
MATERIAL RECOVERY FACILITY	863,461.28	929,732.96	-66,271.68
HOUSEHOLD HAZARDOUS WASTE	182,286.21	267,441.16	-85,154.95
COMPOST FACILITY	289,798.25	284,221.01	5,577.24
ADMINISTRATIVE AND GENERAL	661,914.60	601,914.16	60,000.44
COLLECTION CONTRACT EXPENSES	4,819,440.69	4,632,020.81	187,419.88
IN TRANSIT	3,298,225.84	2,418,000.00	880,225.84
	<u>11,682,080.83</u>	<u>10,506,358.90</u>	<u>1,175,721.93</u>
REVENUE OVER EXPENSES	467,621.46	1,335,731.74	-868,110.28

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY AUTHORITY

TOTAL SERVICE CHARGES

JULY 1, 2019 - DECEMBER 31, 2019

MUNICIPALITY	TONS	SERVICE CHARGES	
BERKLEY	6,091	\$550,960.54	
BEVERLY HILLS	3,801	\$378,558.00	
BIRMINGHAM	9,723	\$848,742.00	
CLAWSON	4,558	\$475,577.66	
FERNDALE	7,930	\$1,031,604.85	
HAZEL PARK	4,956	\$648,756.00	
HUNTINGTON WOODS	2,659	\$201,668.85	
LATHRUP VILLAGE	1,834	\$169,393.41	
OAK PARK	7,692	\$972,279.88	
PLEASANT RIDGE	1,385	\$107,480.32	
ROYAL OAK	24,761	\$2,505,745.05	
TROY	23,866	\$2,531,308.12	
	<hr/>	<hr/>	
	SUB TOTAL	99,256	\$10,422,074.68
OTHER CUSTOMERS	21,616	\$826,086.42	
DROP OFF CENTER	301		
	<hr/>	<hr/>	
	21,917	\$826,086.42	
	<hr/> <hr/>	<hr/> <hr/>	
	TOTAL	121,173	\$11,248,161.10

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY
Construction in Progress
Period 7/1/19-12/31/19

FIXED ASSET EXPENDITURES

MRF FIRE ROVER \$63,187.52

TRANSFER STATION \$123,542.34

MADISON HEIGHTS RENOVATION \$1,722.38

\$188,452.24



* Berkley * Beverly Hills * Bingham Farms * Birmingham
 * Clawson * Huntington Woods * Lathrup Village * Pleasant Ridge
 * Royal Oak * Southfield * Southfield Township

QUARTERLY REPORT January 2020

BOARD OF TRUSTEES	
Representative	Municipality
D. Schueller	City of Berkley
C. Wilson	Village of Beverly Hills
K. Jones	Village of Bingham Farms
P. T. O'Meara	City of Birmingham
H. Drinkwine	City of Clawson
R. Fortura	City of Huntington Woods
S. Mitchell	City of Lathrup Village
J. Breuckman	City of Pleasant Ridge
G. Rassel	City of Royal Oak
L. Sirls	City of Southfield
C. Wilson	Township of Southfield

OFFICERS	
Chairman:	H. Drinkwine
Vice Chairman:	G. Rassel
Secretary:	C. Wilson
Advisory Committee:	H. Drinkwine, P. O'Meara, G. Rassel, C. Wilson

J. A. McKeen	General Manager
R. Jackovich	Operations Manager

Board of Trustees
Southeastern Oakland County Water Authority

Subject: Quarterly Report - January 2020

Board Members:

Attached is a copy of the Southeastern Oakland County Water Authority's Quarterly Report covering the first six months operation of the fiscal year 2019/20. The report contains a financial statement of the Authority's operation and an outline of projects in progress or completed during the second quarter. The report also contains statistical information and other information of general interest to the members of this Authority.

FINANCIAL STATEMENT

The total net operating income before depreciation for the first 6 months of 2019/20 was \$1,104,428, which was \$339,334 lower than budgeted. This was a decrease from the net income of \$1,568,199 for the first six months of 2018/19.

	Actual	Compared to Budget
Revenue	\$14,041,434	- \$864,792
Expenses	\$12,937,006	- \$525,458
Net Income (before depreciation)	\$ 1,104,428	- \$339,334

SOCWA's working capital was 17.2% as of December 31, 2019. This is higher than the 8.3% working capital goal approved by the Board but a decrease from the 23.0% working capital as of December 31, 2018 due to the money expended on capital projects during 2019.

The decrease in revenue was primarily due to lower (-6.4%) than planned water sales to both the member communities (-\$565,000) and to Bloomfield Hills and Bloomfield Twp. (-\$274,000). Revenue from rentals (-\$25,000) was below budget while interest revenue (+\$3,000) was greater than budget. Water sales volumes for the six-month period were 5.8% lower than the actual water sales for the same period in 2018/19 and were lower than the previous year in each month except for August. This was primarily due to the large amount of rain that we experienced for the first six months of 2019/20 which was 50% higher than was experienced during the same period of 2018/19.

The decrease in expenses was due largely to decreased cost for water purchased (-\$435,000) and lower than planned expenses for maintenance (-\$64,000), utilities (-\$19,000), supplies (-\$11,000), and non-labor Administrative & General (-\$8,000) which were partially offset by increased costs for labor (+\$34,000).

Capital expenditures for the first six months of the fiscal year totaled \$483,046 and were for the replacement of the 16" water main in 14 Mile between Greenfield and east of Coolidge

(\$375,000), the final payments for the rehabilitation of the 16” water main in Coolidge from 13 Mile to 14 Mile (\$66,000), the replacement of the computer servers at our Webster offices (\$34,000), and the expenses for the replacement of a water meter (\$8,000).

Additional financial detail is attached.

The following is the Authority’s record of revenues and expenditures based on the average cost per 1,000 cu. ft. of water.

	2017/18	2018/19	2019/20	Over or Under 2019/20
Total Sales (MCF)	737,417	728,542	686,246	-42,296
Water Sales	\$20.06	\$20.42	\$20.34	-0.08
Other Income	<u>0.10</u>	<u>0.12</u>	<u>0.12</u>	<u>0.00</u>
Total Income	\$20.16	\$20.54	\$20.46	-\$0.08
Water Purchased for Resale	16.32	16.84	17.33	+0.49
Operating Expenses	<u>1.27</u>	<u>1.55</u>	<u>1.52</u>	-0.03
Total Operating Expenses	\$17.59	\$18.39	\$18.85	+\$0.46
Available for Improvements	\$2.57	\$2.15	\$1.61	-\$0.54

COMPARATIVE STATEMENT

The following is a comparison of the first six months operation of the current fiscal year with the same period of the previous fiscal year.

Revenues From the Sale of Water	- \$915,806	
Revenues From Other Sources	- <u>15,627</u>	
TOTAL REVENUES		- \$ 931,433
<u>Operating Expenses</u>		
Water Purchased for Resale	- \$374,560	
Other Operating Expenses	- 33,679	
TOTAL EXPENDITURES		- \$408,239
 NET INCOME BEFORE DEPRECIATION		 - \$523,194

The following is the record of SOCWA water sales for the period July 1 through December 31. The six-month record shows a decrease in water sales of 5.8% during the current fiscal year compared with the same period of the previous fiscal year. Water sales were lower than the previous year for five of the six months of the July 1 through December 31 period. For the six-month period, our water sales were 6.4 % lower than budgeted sales.

WATER CONSUMPTION – DAILY AVERAGE (MGD) JULY 1 THROUGH DECEMBER 31						
Month	2015	2016	2017	2018	2019	Over or Under 2018
July	34.59	45.77	40.71	43.59	36.08	-7.51
August	37.06	41.54	38.40	38.31	38.35	+0.04
September	33.86	32.96	33.87	31.95	30.00	-1.95
October	25.69	23.82	25.37	22.80	22.48	-0.32
November	21.19	20.80	20.57	20.54	20.21	-0.33
December	20.66	21.42	20.85	20.30	20.12	-0.18
Average	28.86	31.10	29.99	29.62	27.90	-0.37
Variance	+5.6%	+7.8%	-3.6%	-1.2%	-5.8%	

The following is the precipitation record, as recorded at the Webster Station:

PRECIPITATION – INCHES					
Month	2015	2016	2017	2018	2019
July	1.30	2.85	1.10	1.08	7.15
August	2.10	2.80	2.30	1.36	3.04
September	1.30	4.49	0.70	4.34	4.84
October	1.80	1.80	5.70	5.37	4.97
November	1.30	1.35	4.30	2.71	1.52
December	<u>1.50</u>	<u>1.70</u>	<u>1.50</u>	<u>1.60</u>	<u>2.60</u>
Total:	9.30	14.99	15.60	16.46	24.12

MAJOR PROJECTS

GLWA WATER RATES

GLWA will be announcing the rates for 2020/21 in late January. GLWA is budgeting water sales for 2020/21 that will be lower than the 2019/20 budget which will result in a cost increase from GLWA. GLWA is refinancing some of their outstanding bonds to take advantage of the current low interest rates which should help mitigate GLWA's cost increases. SOCWA water rate estimates will be provided to the SOCWA Board at their February meeting.

GLWA ISSUES

GLWA Customer Outreach

GLWA has adopted the same Customer Outreach Program that DWSD has used for many years. SOCWA staff is continuing to participate in the GLWA Customer Outreach Process. I have been serving as one of seven elected customer co-chairs of the One Water Partnership that guides this process. Significant progress has been made in improving the level of communication and understanding between GLWA and its customers through this process, which will be a continuing effort. SOCWA continues to be a strong proponent of GLWA's customer partnering

process. The Customer Outreach Program continues to be very important in continuing the excellent relationship between GLWA and its customers.

GLWA Board of Directors

Mr. Abe Munfakh, the GLWA Director representing Wayne County was elected Board Chair for 2020. Mr. Munfakh replaces Mr. Brian Baker, the Macomb County representative, who was Board Chair for 2019.

GLWA Debt Refinancing

GLWA will be refinancing about \$1.1 billion of existing water and sewer bonds in early 2020 in order to take advantage of the current record low interest rates. Depending on interest rates, this refinancing could result in annual savings of approximately \$5 million for the GLWA water system and \$7 million for the GLWA sewer system. These savings will help to moderate the rate increase SOCWA will receive from GLWA for 2020/21.

Highland Park

Highland Park continues to owe GLWA approximately \$7.6 million in unpaid water bills and \$34 million in unpaid sewer bills. Highland Park continues to make partial payments to GLWA but these payments are not large enough to keep the total balance owed from continuing to grow. GLWA is continuing to pursue collection of the unpaid amounts.

GLWA Website

The GLWA website, www.gewater.org, is a great source of information regarding GLWA. The agendas and minutes for all Board and Board Committee meetings are posted along with procurement information about all projects being performed by GLWA.

SOCWA ARTICLES OF INCORPORATION

SOCWA has been working on updating its Articles of Incorporation, which were last updated in 1983. During the first half of this fiscal year, the revised Articles were approved by the SOCWA Board and by the governing bodies of each of the member communities and were published in the Daily Tribune. The revised Articles will be effective in early January.

WATER SERVICE REPLACEMENT RFP

SOCWA is using the services of HRC to develop a request for proposals (RFP) to develop a contract for the replacement of lead water services that could be used by the member communities. The RFP should be out to the contractors in March and we should have a contract in place by the end of April. The member communities with lead water services will need to be replacing 5% to 7% of those services each year under the new State of Michigan lead and copper rules. Having a contractor available for all of the member communities could help to reduce the cost of performing this required work.

SOCWA WATER SALES

SOCWA water sales are continuing to decline during non-summer months. This has been a long-term trend that shows no signs of slowing down. This trend is being observed nationwide as residents continue to replace water consuming appliances and fixtures with more water efficient products. When this trend is combined with the wetter summers we have had for the past two years, the result has been a significant reduction in water sales. Water sales during the

first six months of the fiscal year have declined for three consecutive years and were 10% lower in 2019 than they were in 2016.

PENSION FUNDING

The Board continued to take additional steps to address the underfunded status of SOCWA's salaried pension plan by contributing additional funding to the plan. SOCWA has been contributing substantially above the actuarially required amounts to the salaried pension plan for seven years and the unfunded liability for that plan has been significantly reduced. The Union pension plan is fully funded. MERS will complete their actuarial studies to determine the funding status of the pension plans as of December 31, 2019 before June 2020.

ANNUAL AUDIT

The audit report for the 2018/19 fiscal year was completed by our auditors, Plante & Moran, and was reviewed at the November SOCWA Board meeting. The audit found the Authority to be in complete conformity with generally accepted accounting practices. The auditors concluded that the Authority's level of working capital decreased by \$3.1 million during the fiscal year due to the large capital expenditures for the Coolidge and 14 Mile Road main replacement projects. The working capital continues to be maintained above the goal level established by the Board. The net position of SOCWA increased by \$494,000 during the year.

Respectfully submitted,

Jeffrey A. McKeen, P.E.
General Manager

SOCWA
INCOME STATEMENT
07/01/19..12/31/19

	Period Actual	Period Budget	Variance
REVENUES			
SALE OF WATER MEMBERS	8,781,826.92	9,346,973.00	-565,146.08
SALE OF WATER OTHERS	5,176,393.80	5,450,255.00	-273,861.20
	13,958,220.72	14,797,228.00	-839,007.28
RENTALS	35,272.42	59,998.00	-24,725.58
WATER ANALYSIS & MISC	790.00	5,000.00	-4,210.00
GRANT REVENUE			
INTEREST ON INVESTMENTS	47,151.16	44,000.00	3,151.16
TOTAL REVENUES	14,041,434.30	14,906,226.00	-864,791.70
EXPENSES			
PURCHASE OF WATER FOR RESALE	6,590,986.35	6,875,000.00	-284,013.65
POWER, PUMPING & GROUNDS WEBSTER	306,112.21	291,293.96	14,818.25
POWER, PUMPING & GROUNDS	56,148.66	112,705.00	-56,556.34
COMPUTER OPERATIONS	42,098.72	42,354.00	-255.28
PURIFICATION	68,276.49	71,121.00	-2,844.51
METERS & MAINS	68,335.20	111,510.50	-43,175.30
ADMINISTRATION & GENERAL	503,561.61	506,480.00	-2,918.39
IN TRANSIT	5,301,487.00	5,452,000.00	-150,513.00
TOTAL EXPENSES	12,937,006.24	13,462,464.46	-525,458.22
NET INCOME BEFORE DEPRECIATION	1,104,428.06	1,443,761.54	-339,333.48
DEPRECIATION	294,644.00		
NET INCOME AFTER DEPRECIATION	809,784.06		

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
STATEMENT OF REVENUE AND EXPENDITURES COMPARED WITH TOTAL BUDGET
07/01/19..06/30/20

	ACTUAL - 6 MONTHS	BUDGET	REMAINING BUDGET	% Received or Expended
REVENUES				
SALE OF WATER MEMBERS	8,781,826.92	17,500,000.00	8,718,173.08	50%
SALE OF WATER OTHERS	5,176,393.80	9,292,400.00	4,116,006.20	56%
	13,958,220.72	26,792,400.00	12,834,179.28	52%
RENTALS	35,272.42	122,000.00	86,727.58	29%
WATER ANALYSIS & MISC	790.00	10,000.00	9,210.00	8%
GRANT REVENUE				
INTEREST ON INVESTMENTS	47,151.16	75,000.00	27,848.84	63%
TOTAL REVENUES	14,041,434.30	26,999,400.00	12,957,965.70	52%
EXPENSES				
PURCHASE OF WATER FOR RESALE	6,590,986.35	23,674,000.00	17,083,013.65	28%
POWER, PUMPING & GROUNDS WEBSTER	306,112.21	572,110.00	265,997.79	54%
POWER, PUMPING & GROUNDS	56,148.66	231,172.00	175,023.34	24%
COMPUTER OPERATIONS	42,098.72	84,800.00	42,701.28	50%
PURIFICATION	68,276.49	142,250.00	73,973.51	48%
METERS & MAINS	68,335.20	223,900.00	155,564.80	31%
ADMINISTRATION & GENERAL	503,561.61	850,700.00	347,138.39	59%
WATER IN TRANSIT	5,301,487.00	5,452,000.00	150,513.00	97%
TOTAL EXPENSES	12,937,006.24	31,230,932.00	18,293,925.76	41%
NET INCOME BEFORE DEPRECIATION	1,104,428.06	-4,231,532.00	-5,335,960.06	-26%
DEPRECIATION	294,644.00			
NET INCOME	809,784.06			

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
COMPARATIVE STATEMENT
07/01/19..12/31/19

	2019/2020	2018/2019	OVER / UNDER
REVENUES			
SALE OF WATER MEMBERS	8,781,826.92	9,434,240.00	-652,413.08
SALE OF WATER OTHERS	5,176,393.80	5,439,787.00	-263,393.20
	13,958,220.72	14,874,027.00	-915,806.28
RENTALS	35,272.42	34,519.60	752.82
WATER ANALYSIS & MISC	790.00	5,944.97	-5,154.97
INTEREST ON INVESTMENTS	47,151.16	48,356.88	-1,205.72
TOTAL REVENUES	14,041,434.30	14,962,848.45	-921,414.15
EXPENSES			
PURCHASE OF WATER FOR RESALE	6,590,986.35	6,862,354.00	-271,367.65
WATER IN TRANSIT	5,301,487.00	5,404,679.47	-103,192.47
OPERATING EXPENSES	1,044,532.89	1,127,616.53	-83,083.64
TOTAL EXPENSES	12,937,006.24	13,394,650.00	-457,643.76
CURRENT PERIOD INCOME	1,104,428.06	1,568,198.45	-463,770.39

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

INCOME STATEMENT w/ Ave Per Cubic Ft.

07/01/19..12/31/19

USD

	ACTUAL REVENUES	2019/2020 Average Per 1,000 cubic feet	2018/2019 Average Per 1,000 cubic feet
SALE OF WATER	8,781,826.92	17.1264	16.6027
SALE OF WATER OTHERS	5,176,393.80	29.8382	28.6885
	13,958,220.72	20.3400	20.0900
RENTALS	35,272.42	0.0514	0.0418
WATER ANALYSIS-LAB & MISC	790.00	0.0012	0.0018
INTEREST ON INVESTMENTS	47,151.16	0.0687	0.0209
	83,213.58	0.1213	0.0645
TOTAL REVENUES	\$14,041,434.30	20.4612	20.1509
WATER PURCHASED FOR RESALE	6,590,986.35	9.6044	0.0000
POWER, PUMPING & GROUNDS WEBSTER	306,112.21	0.4461	0.2471
POWER , PUMPING & GROUNDS	56,148.66	0.0818	0.0633
COMPUTER OPERATIONS	42,098.72	0.0613	0.0340
PURIFICATION	68,276.49	0.0995	0.0305
METERS & MAINS	68,335.20	0.0996	0.0541
ADMINISTRATIVE & GENERAL	503,561.61	0.7338	0.5155
WATER IN TRANSIT	5,301,487.00	7.7253	14.3619
TOTAL EXPENSES	12,937,006.24	18.8518	15.3064
NET INCOME BEFORE DEPRECIATION	\$1,104,428.06	1.6094	4.8445
DEPRECIATION	294,644.00		
NET INCOME	\$809,784.06		

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

TOTAL CHARGES

Period: 7/1/19-12/31/19

SOCWA

MUNICIPALITY	WATER CONSUMPTION CUBIC FEET	TOTAL WATER CHARGES
BERKLEY	24,412.06	\$421,913.90
BEVERLY HILLS	20,541.50	\$351,867.93
BINGHAM FARMS	6,101.30	\$103,850.05
BIRMINGHAM	64,140.35	\$1,093,966.15
CLAWSON	16,607.90	\$290,269.82
HUNTINGTON WOODS	12,506.05	\$213,831.35
LATHRUP VILLAGE	11,507.07	\$197,137.05
PLEASANT RIDGE	6,064.00	\$103,694.88
ROYAL OAK	122,462.37	\$2,098,896.16
SOUTHFIELD	219,717.90	\$3,759,168.02
DETROIT ZOO & RACKHAM	8,703.74	\$147,231.61
MEMBERS	<u>512,764.24</u>	<u>\$8,781,826.92</u>
NON MEMBERS		
BLOOMFIELD HILLS	34,599.20	\$1,031,160.22
BLOOMFIELD TOWNSHIP	138,882.83	\$4,145,233.58
	<u>173,482.03</u>	<u>\$5,176,393.80</u>
TOTAL	686,246.27	\$13,958,220.72

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY
Construction in Progress

Period: 7/1/19-12/31/19

FIXED ASSET EXPENDITURES

14 MILE MAIN	375,263.68
COOLIDGE MAIN	65,701.09
METER REPLACEMENT	7,635.36
NEW SERVER	34,446.36
	<hr/>
	483,046.49