

**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

**REGULAR MEETING  
AGENDA**

**MONDAY, NOVEMBER 18, 2019**  
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

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**AGENDA ITEMS**

1. **Call to Order of the 2017-2019 Council by Mayor Garrett**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Officials' Comments and Reports**
5. **Motion – Adjournment Sine Die**

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6. **Call to Order – City Clerk**
  7. **Oath of Office 2019-2021 City Council**
  8. **Election of Mayor**
  9. **Election of Mayor Pro Tem**
  10. **Oath of Office – Mayor and Mayor Pro-Tem**
  11. **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.*

**12. Consent Agenda**

- A. **Approval of Minutes** – October 24, 2019, Council Study Session
- B. **Approval of Minutes** – October 24 2019, Council Meeting
- C. **Approval of Minutes** – October 29, 2019, Joint Meeting with Planning Commission and Downtown Development Authority
- D. **Approval of Minutes** – November 4 2019, Study Session
- E. **Approval of Minutes** – November 7, 2019, Joint Meeting with City of Southfield and Village of Beverly Hills

**6. Consider / Approval of Disbursement Reports**

- A. Disbursement Period 10.01.2019-10.15.2019: \$ 62,714.03
- B. Disbursement Period 10.16.2019-10.31.2019: \$998,691.02

**7. Consider / Acceptance of the Department Reports**

**8. Public Comment** – Items not on the agenda

**9. Public Hearings** – 2020 Community Development Block Grant (CDBG)

**10. Action Requests:**

- A. Consider / Approval – Jagged Fork Holdings LLC Class C Liquor License
- B. Consider / Approval – Code of Conduct and Ethics
- C. Consider / Approval – Use of 2020 Community Development Block Grant (CDBG) Funds
- D. Consider / Approval – 2020 Fee Schedule
- E. Consider / Approval – 2020 Indoor/Outdoor Rental Rates and Community Service Credits **(TABLED October 24, 2019)**
- F. Consider / Approval – Employee Holiday / Office Closing on Friday, Dec. 20, 2019 at 12noon
- G. Proclamation – Recognizing January 26 to February 1, 2020 as School Choice Week in the City of Lathrup Village

**11. City Administrator Report**

**12. City Attorney Report**

**13. Reports of Boards, Commissions and Committees**

- a. SOCWA Quarterly Report
- b. SOCRRA Quarterly Report

**14. Unfinished / New Business**

**15. Adjourn**



**COUNCIL COMMUNICATION:**

TO: City Council Members  
FR: Sheryl L. Mitchell, City Administrator  
DA: November 18, 2019

RE: **ELECTION OF MAYOR AND MAYOR PRO TEM**

City Code of Ordinances, Section 3.4 provides:

The Council shall, at its first meeting following each city election, and after the newly elected members take office, elect one of its members to serve as Mayor and one to serve as Mayor Pro Tem., both for a term expiring at the first Council meeting following each regular city election when the election of a Mayor and Mayor Pro Tem. shall be completed as hereinafter provided. Such election shall be by written ballot and by majority vote of the members of the Council in office at the time. Provided, however, each officer shall continue in office until his successor has been selected and sworn in.

**Suggested Motion:**

**Following reading of results of written ballot –**

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, to elect  
\_\_\_\_\_ as Mayor.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, to elect  
\_\_\_\_\_ as Mayor Pro Tem.

# Certificate of Election

I, Clerk of Oakland County, do hereby certify that at the General Election held on Tuesday, November 5, 2019, **Donna P. Stallings** having received a sufficient number of votes was elected to the office of Council Member - City of Lathrup Village, term ending November 13, 2023, as determined by the Oakland County Board of Canvassers.

In Witness Whereof, I have set my signature and affixed the Seal of the Circuit Court for the County of Oakland this 7th day of November, 2019.



*Lisa Brown*

Lisa Brown  
Clerk/Register of Deeds  
Oakland County

# Certificate of Election

I, Clerk of Oakland County, do hereby certify that at the General Election held on Tuesday, November 5, 2019, **MyKale Garrett** having received a sufficient number of votes was elected to the office of Council Member - City of Lathrup Village, term ending November 13, 2023, as determined by the Oakland County Board of Canvassers.

In Witness Whereof, I have set my signature and affixed the Seal of the Circuit Court for the County of Oakland this 7th day of November, 2019.



*Lisa Brown*

Lisa Brown  
Clerk/Register of Deeds  
Oakland County

# Certificate of Election

I, Clerk of Oakland County, do hereby certify that at the General Election held on Tuesday, November 5, 2019, **Ian A. Ferguson** having received a sufficient number of votes was elected to the office of Council Member - City of Lathrup Village, term ending November 08, 2021, as determined by the Oakland County Board of Canvassers.

In Witness Whereof, I have set my signature and affixed the Seal of the Circuit Court for the County of Oakland this 7th day of November, 2019.



A handwritten signature in blue ink, appearing to read "Lisa Brown", is written over a horizontal line.

Lisa Brown  
Clerk/Register of Deeds  
Oakland County

# Certificate of Election

I, Clerk of Oakland County, do hereby certify that at the General Election held on Tuesday, November 5, 2019, **Salem R. Siddiqi** having received a sufficient number of votes was elected to the office of Council Member - City of Lathrup Village, term ending November 08, 2021, as determined by the Oakland County Board of Canvassers.

In Witness Whereof, I have set my signature and affixed the Seal of the Circuit Court for the County of Oakland this 7th day of November, 2019.



*Lisa Brown*

Lisa Brown  
Clerk/Register of Deeds  
Oakland County

**CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES OCTOBER 24, 2019**

MINUTES OF THE STUDY SESSION MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON THURSDAY, OCTOBER 24, 2019 IN THE CITY COUNCIL 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  
Council members Ian Ferguson and Saleem Siddiqi

Absent: Council member Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, City Attorney, Scott Baker, Treasurer, Pamela Bratschi, Police Chief, Scott McKee, Community and Economic Development Manager, Susie Stec and City Clerk, Yvette Talley

Purpose of meeting to discuss Agenda items

B. Discussion Items:

A. Discussion – American Tower Offer

Scott Baker gave an overview and answered specific questions from City Council. Recommendation from the City Attorney is to continue to lease.

B. Discussion – City of Southfield Fire & EMS Contract

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

C. Discussion – Update of Schedule of Fees

Table this item until all City Council are present

D. MML Conference Updates

See Click Fix – It is a platform for public service requests, workflow, communications where residents will be able to report code enforcement violations.

E. Discussion – General Items

Discussed department reports.

C. Mayor and Council comments

Discussed social media monitoring

D. Public Comments

None

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

Motion carried.



The document included in your agenda packet outlines the rates and policies associated with the indoor and outdoor rental rates.

The outdoor rates were previously approved, but will be updated to be consistent with the indoor policies.

The Community Service credits

E. Adjournment- 6:15 p.m.

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Transcribed by Yvette Talley

City Clerk

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON THURSDAY, OCTOBER 24, 2019 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett  
Council members Ian Ferguson and Saleem Siddiqi

Excused: Mayor Pro Tem Kantor and Council member Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, City Attorney, Scott Baker, Pamela Bratschi, Treasurer, Police Chief, Scott McKee, Community and Economic Development Manager, Susie Stec and City Clerk, Yvette Talley

**CO-19-171 APPROVAL OF AGENDA**

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

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-172 CALL TO ORDER AND ROLL CALL**

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

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-173 CONSENT AGENDA**

**Approval of Minutes – Study Session September 23, 2019**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the Study Session minutes of September 23, 2019.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

**CO-19-174 Approval of Minutes – Council Meeting– September 23, 2019**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the minutes of the Council meeting on September 23, 2019.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-175 Approval of Minutes – October 7, 2019 Study Session**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve Study Session Meeting minutes of October 7, 2019.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-176 Approval of Minutes – Special Council Meeting -October 7, 2019**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve Special Council Meeting minutes of October 7, 2019.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-177 APPROVAL OF DISBURSEMENT REPORTS**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the Disbursement Report of September 1, 2019 through September 15, 2019 totaling \$55,352.68.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-178 APPROVAL OF DISBURSEMENT REPORTS**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the Disbursement Report of September 16, 2019 through September 30, 2019 totaling \$605,095.75

Yes: Ferguson, Garrett, Siddiqi

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

No: None

Motion carried.

**CO-19-179 CONSIDERATION OF A MOTION TO ACCEPT DEPARTMENTAL REPORTS**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the Departmental Reports.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-180 PUBLIC COMMENTS**

None

**CO-19-181 PUBLIC HEARING**

None

**CO-19-182 ACTION REQUESTS**

A. Consideration of Approval for Fee Schedule – Planning & Zoning

Susie Stec gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve 2019/2020 fee schedule - Planning & Zoning.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

B. Consideration to Approve the 2019/2020 Fee Schedule – Indoor Rental Fees

Pamela Bratschi gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Council member Ferguson to **table** the Indoor Rental fees.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

C. Consideration to Approve the Contract for See, Click, Fix

Pamela Bratschi gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Council member Ferguson to accept the Scope of Services Proposal from See, Click, Fix, approve contract for \$4,800 per year and authorize the City Administrator to sign any related documents.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

D. Consideration for Approval of the City of Southfield- City of Lathrup Village Agreement for Police and Fire dispatch Services (2019-2021)

Pamela Bratschi gave an overview and answered specific questions.

Motion by Council member Ferguson, seconded by Council member Siddiqi to approve the City of Southfield – City of Lathrup Village Agreement for Police and Fire Dispatch Services (2019-2021).

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

E. Consideration /Approval – City of Southfield – City of Lathrup Village Fire Protection Services Contract (2019-2021)

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the City of Lathrup Village Fire Protection Services Contract.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

F. Consideration to Approve Appointments – Recreation Advisory Committee (3-year terms ending June 30, 2022)

Motion by Council member Ferguson, seconded by Council member Siddiqi to appoint to the Recreation Advisory committee, for 3 – year terms ending June 30, 2022 – Regina Jones & Cheryl Rogers.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

G. Consideration to Schedule Public Hearing for 2020 Community Development Block Grant on November 18, 2019

Clerk Talley gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve scheduling a public hearing for November 18, 2019 for the 2020 Community Development Block Grant application.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

H. Consideration of the Proclamation - 200<sup>th</sup> Birthday Celebration for Oakland County

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the 200<sup>th</sup> Birthday Celebration for Oakland County.

Yes: Ferguson, Garrett, Siddiqi

No: None

Motion carried.

**CO-19-183 CITY ADMINISTRATOR REPORT**

Pamela Bratschi said the new leaf truck has arrived.

**CO-19-184 CITY ATTORNEY REPORT**

NONE

**CO-19-185 CITY ATTORNEY REPORT**

None

**CO-19-186 REPORTS OF BOARDS, COMISSIONS AND COMMITTEES**

Susie Stec said – Shop Small November 30<sup>th</sup>. DDA will have an informational meeting November 18<sup>th</sup>.

Council member Ferguson said -November 4<sup>th</sup> Joint meeting with City Council and Southfield Schools.

**CO-19-187 UNFINISHED/ NEW BUSINESS**

Clerk Talley announced the hours:

Regular Clerk Office Hours – Mon – Friday 8:00 a.m.-4:30 p.m.

Friday, November 1 – last day Absentee ballots will be mailed by 5:00 p.m.

Saturday Hours – November 2, 2019 - 7:00 a.m.-3:00 p.m.

**CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES OCTOBER 24, 2019**

Monday, November 4<sup>th</sup> before 4:00 p.m. – deadline for voters to receive an absentee ballot in person in the Clerk’s Office before 4:00 pm.

**CO-19-188**                      **ADJOURNMENT**

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

Yes:     Ferguson, Garrett, Siddiqi

No:     None

Motion carried.

The meeting was adjourned at 7:20 p.m.

Transcribed by Yvette Talley

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Mykale Garrett, Mayor

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Transcribed by Yvette Talley

City Clerk



Joint Meeting

LATHRUP VILLAGE CITY COUNCIL

LATHRUP VILLAGE PLANNING COMMISSION

LATHRUP VILLAGE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES OF THE COMPREHENSIVE PLAN KICK-OFF MEETING OF THE LATHRUP VILLAGE CITY COUNCIL, LATHRUP VILLAGE PLANNING COMMISSION AND THE DOWNTOWN DEVELOPMENT AUTHORITY TUESDAY, OCTOBER 29, 2019 IN THE COMMUNITY ROOM, 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 6:02 p.m. by Mayor Mykale Garrett

Pledge of Allegiance

Roll call was taken

Present: Mayor Mykale Garrett

Council Members Present: Ian Ferguson, Saleem Siddiqi, (Donna Stallings -arrived at 7:05 p.m.)

Excused: Mayor Pro Tem Kantor

Planning members Present: Chair Mark Piotrowski

Secretary Jason Hammond

Board Member Charo Hulleza, Board Member Bruce Kantor, Board Member Anna Thompson

Excused: Board Members Bruce Kantor and Les Stansbery

Absent: Board Member Bruce Copus

DDA Members Present: Chair Bobbi Lovins, Fred Prime, Mykale Garrett

Also Present: City Attorney, Scott Baker, Manager, Community and Economic Development Susie Stec and City Clerk, Yvette Talley

Purpose of this meeting is to discuss the Economic Development Strategy Report which are the goals and objectives of the Master Plan.

New Business

Susie Stec gave an overview and answered specific questions:

- a. Streamlining the Development Process at the City level

DDA façade improvement program and sign grant program have been reinstated

Placemaking

The Village Center

Southfield Road

Business Attraction – Retention and Expansion

Neighborhood Stabilization & Residential Expansion

Improving Transportation Options

b. Code of Conduct – Mayor Garrett gave an overview – City Attorney Baker explained that it's best to disclose any potential conflicts that you may have.

c. 2020 Meeting dates – Susie Stec gave an overview and answered specific questions- proposed 2020 Joint Meeting dates.

d. Comprehensive Plan update – Residence and Parks & Rec surveys are available on the City's website, (hard copies are available) October is community planning month and the Market study is being updated.

Mayor Garrett stated there will be a town hall meeting October 30, 2019 at 7p.m. and the last town hall will be Sunday, November 3, 2019 at 1 p.m.

Public Comment

None

Adjournment

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

Meeting adjourned at 7: 17 p.m.

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Transcribed by Yvette Talley

City Clerk

**CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES NOVEMBER 4, 2019**

MINUTES OF THE STUDY SESSION MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, NOVEMBER 4, 2019 IN THE MEETING PLACE 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 Ian Ferguson, Saleem Siddiqi, Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, City Attorney, Scott Baker, Treasurer, Pamela Bratschi

Southfield Schools: Dr. Jennifer Green, Superintendent, Dr. Charles Hicks, President, Yolanda Smith Charles, SPS Trustee

Purpose of meeting is to discuss Southfield Public Schools

B. Discussion Items:

A. Discussion – Southfield Public Schools

In 2018 \$2.7 million collected by Lathrup Village for Southfield Public Schools

There are 292 Lathrup Village students who attend Southfield Public Schools which is approximately 31%

There will be a town hall meeting with Southfield Public Schools March 2020

November 21, 2019 – Town Hall with Superintendent

Southfield Public Schools will start sharing their Newsletter

Southfield Public Schools will communicate a response to Council member Ferguson letter – items 1-4

Student representative will start attending Lathrup Village City Council meetings school year 2020/2021

B. Discussion – General Items

City of Lathrup Village will add a link to Southfield Public Schools website

C. Mayor and Council Comments

Agendas are not easy to find on the City's website. Dr. Mitchell has corrected the issue.

On 12 Mile road garbage is not being placed in cans. Is it possible to issue stickers?

There should a notice of no grass clippings in the street

Pile of leaves/sticks/branches on Wiltshire and Redwood

Parking issues on Avilla at the corner. A sign may be needed.

**CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION MEETING MINUTES NOVEMBER 4, 2019**

Santa Barbara near (Bungalow and San Diego) road is in bad condition – pot holes.

D. Public Comments

None

E. Adjourn

Meeting adjourned at 8:30 p.m.

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Transcribed by Yvette Talley

City Clerk

**CITY OF LATHRUP VILLAGE CITY COUNCIL JOINT MEETING MINUTES NOVEMBER 7, 2019**

MINUTES OF THE JOINT MEETING OF THE CITY OF LATHRUP VILLAGE, CITY OF SOUTHFIELD AND THE VILLAGE OF BEVERLY HILLS HELD ON THURSDAY, NOVEMBER 7, 2019 IN THE MEETING PLACE ROOM IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 6:02 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor Mykale Garrett and Mayor Pro Tem Kantor  
Council members Ian Ferguson and Saleem Siddiqi

Absent: Council member Donna Stallings

City of Southfield: City Engineer, Leigh Schultz, City Administrator, Frederick Zorn, Planning Director, Terry Croad

Village of Beverly Hills: Lee Peddie - President of Village Council

Also Present: City Administrator, Dr. Sheryl L. Mitchell, Treasurer, Pamela Bratschi, Community and Economic Development Manager, Susie Stec, Giffels Webster, Scott Ringler and City Clerk, Yvette Talley

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

Discussion on strategies to convince Oakland County Road Commission to move forward with Southfield Rd.

Frederick Zorn – Oakland County Road Commission should concentrate on being a resource for communities.

Terry Croad – Land use concerns will have a significant impact on small businesses. Without acquisition of residences, it will be difficult for small businesses to have parking for customers.

Leigh Schultz - Next step for City of Southfield will be an environmental assessment.

Lee Peddie – concerns about Beverly Road with children crossing and their safety. Would like for the traffic to mover slower. They’ve discussed placing a roundabout in but it’s very expensive.

Mayor Pro Tem Kantor said businesses are complaining because the traffic is moving too fast and that’s the reason they’re not thriving.

Scott Ringler said with parking mitigation they can use side streets for parking in Lathrup Village

Discussion of medians on Southfield Road and allowing enough space for trucks to maneuver.

Susie Stec – gave an overview of communicating with Oakland County Road Commission. There is a meeting scheduled on November 18<sup>th</sup>.

Dr. Sheryl Mitchell said she had conversation with Oakland County Executive David Coulter about Southfield Rd and he’s supportive.

### Next Steps, Strategies and Time Frames

#### Timetable update

Tentatively -January 23, 2020 - Next joint meeting including - Oakland County Road Commission, City of Lathrup Village, City of Southfield and Village of Beverly Hills, State Representative, State Senator, MDOT and all stake holders.

Each community will adopt a resolution before the next joint meeting showing support to move the Southfield Rd. project forward.

Meeting adjourned: 7:30 p.m.

Transcribed by: Yvette Talley, City Clerk

CITY OF LATHRUP VILLAGE

NOTICE OF PUBLIC HEARING

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

NOTICE IS HEREBY GIVEN that the **City of Lathrup Village** will hold a public hearing on the use of Community Development Block Grant Funds. The Hearing will be held on **Monday, November 18, 2019 at 7:00 p.m. at the Municipal Building, 27400 Southfield Road, Lathrup Village, MI 48076** to hear public comments on the CDBG Program Year 2020 application in the approximate amount of **\$7,000** to fund eligible projects. All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at the **Municipal Building 27400 Southfield Road, Lathrup Village, MI 48076 until 4:30 p.m., November 18, 2019.**

Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour advance notice. Contact **Yvette Talley** at **248-557-2600 ext. 226 at 27400 Southfield Rd., Lathrup Village, MI 48076** for special services.

Yvette Talley, City Clerk

Published – October 31, 2019



HAVEN

LIVE WITHOUT FEAR

October 1, 2019

Ms. Yvette Talley  
City of Lathrup Village  
27400 Southfield Rd  
Lathrup Village, MI 48076-3489

(248) 557-2602  
cityclerk@lathrupvillage.org

Dear Ms. Talley:

Violence in families is everywhere, crossing racial, ethnic, cultural, social, and economic boundaries. The impact of this violence invades our schools, places of worship, offices, businesses, factories, and throughout our neighborhoods.

Since 1982, HAVEN has been dedicated to building violence-free communities where everyone can live without fear. HAVEN maintains a 24-hour emergency shelter exclusively for domestic violence victims and their children and sexual assault survivors who are afraid to stay in their own homes. HAVEN offers counseling and education that help families stop the violence, begin the process of healing, and create the hope that their future will be free from abuse. The agency steps out into the community – over the phone, in courtrooms, police stations, hospitals, schools, the workplace, and at community meetings – to provide crisis intervention and education to help victims and families prevent violence in future generations. HAVEN staff manage a Personal Protection Order Office exclusively for victims of domestic violence and sexual assault located in the Circuit Court system, helping victims with the creation and filing of Personal Protection Orders, at no charge, as the first step in their safety plan.

HAVEN, through its comprehensive work, serves to break the silence that has kept the crimes of domestic violence and sexual assault behind closed doors. This silence has only served to allow these crimes to flourish. From July 1, 2018 through June 30, 2019, 4 individuals were seen within our programs and 0 crisis calls were received from families in the City of Lathrup Village who took the first step to break their own silence by contacting HAVEN.

Our agency is again reaching out to you for support of our work with an even greater need as we assume the burden of increased clientele and additional staff to maintain these vital services. We ask that you continue to support these families through a Community Development Block Grant of \$2500 for fiscal year 2020-2021. Please remember that the federal government presumes that domestic violence victims are considered to be low-income and therefore qualify for inclusion in block grant public service requests.

HAVEN looks forward to the opportunity to meet with you this year to provide further information on this request and answer any questions you may have. In the meantime, if you wish to speak with me, I can be reached at (248) 334-1284, Ext. 319, or you may contact our CDBG Coordinator, Wendy Powers at Ext. 306. Thank you.

Sincerely,

Philip D. Whitfield  
Director of Business Operations



**City of Lathrup Village**

**Fiscal Year 2018-19 Costs to provide services**

	<b>Clients Served</b>	<b>Cost</b>
Counseling Program	1	\$ 503.00
Personal Protection Orders	1	\$ 196.00
Court Advocacy	2	\$ 230.00
Residential	0	\$ -
START - Forensic Exams	0	\$ -
Crisis Line	0	\$ -
<b>Total</b>	<b>4</b>	<b>\$ 929.00</b>

**CITY OF LATHRUP VILLAGE**

*Disbursement Report*

**Period covered 10/1/2019-10/15/2019**

**Gross Payroll:**

<b>Payroll Department</b>	<b>Amount</b>	<b>Personnel</b>
<b>Admin</b>	<b>\$15,243.10</b>	<b>Bratschi, Carlton, London, Mitchell Schultz,Talley</b>
<b>DDA</b>	<b>\$2,145.83</b>	<b>Stec</b>
<b>Bldg Mnt</b>	<b>\$0.00</b>	
<b>Police</b>	<b>\$42,431.89</b>	<b>Becker, Button, Carmack, Elhourani,Huston Knoll,Lask,Lawrence, McKee,Roberts Tackett,Tompkins Upshaw, Zang</b>
<b>DPS</b>	<b>\$0.00</b>	
<b>Water</b>	<b>\$1,038.79</b>	<b>Carlton</b>
<b>Recreation</b>	<b>\$1,854.42</b>	<b>Clough</b>

**Total Gross** align="right">**\$62,714.03**

**Deductions** align="right">**\$22,292.23**

**Net Payroll** align="right">**\$40,421.80**

**\* Fund Totals Include Gross Payroll**

<b>General Fund</b>	<b>\$59,529.41</b>
<b>Major Road Fund</b>	<b>\$0.00</b>
<b>Local Road Fund</b>	<b>\$0.00</b>
<b>Capital Acquisition Fund</b>	<b>\$0.00</b>
<b>Debt Service Fund SDS Bonds</b>	<b>\$0.00</b>
<b>Downtown Development Authority</b>	<b>\$2,145.83</b>
<b>Water &amp; Sewer Fund</b>	<b>\$1,038.79</b>

**Total** align="right">**\$62,714.03**

**CITY OF LATHRUP VILLAGE**

*Disbursement Report*

Period covered 10/16/2019-10/31/2019

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	\$37,893.48	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 \$58,175.62

Deductions \$20,341.43

Net Payroll \$37,834.19

**\* Fund Totals Include Gross Payroll**

General Fund	\$513,474.49
Major Road Fund	\$48,178.63
Local Road Fund	\$46,869.75
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$11,945.94
Water & Sewer Fund	\$378,222.21
<b>Total</b>	<b>\$998,691.02</b>

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	392.25	43254
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. GF	INSURANCE	56.34	43262
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	128.60	43284
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	392.25	43321
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	KELLY BLOUNT	COMMUNITY ROOM DEPOSIT	300.00	43250
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	SUE HART	COMMUNITY ROOM DEPOSIT	300.00	43267
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	TONYA JOHNSON	COMMUNITY ROOM DEPOSIT	300.00	43271
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	TONYA PATTON	COMMUNITY ROOM DEPOSIT	300.00	43272
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	YVONNE SOLOMON	COMMUNITY ROOM DEPOSIT	300.00	43277
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	FLORINE TYLER	REFUND FOR NOT USING THE AUDIO	35.00	43311
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JAMES BROWN	COMMUNITY ROOM DEPOSIT	300.00	43316
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	SATRICE COLEMAN-BETTS	COMMUNITY ROOM DEPOSIT	300.00	43336
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	DAMON BARBER	COMMUNITY ROOM DEPOSIT	300.00	43304
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	UNION DUES	132.72	43229
101-000.000-246.000	POLICE UNION DUES	POLICE OFFICERS ASSOC.	UNION DUES	1,748.76	43263
101-000.000-283.000	PERFORMANCE BONDS	Jack's Jobs	BD Bond Refund	1,290.00	43246
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Payment Refund	625.00	43297
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,181.47	43245
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	3,882.65	43313
Total For Dept 000.000				181,765.04	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	213.66	43328
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	8.34	43328
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	47.99	43328
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	7.32	43328
101-100.000-726.000	OFFICE SUPPLIES	DES MOINES STAMP	HD DATER 2 COLOR	75.26	43305
101-100.000-726.000	OFFICE SUPPLIES	NATIONAL BAND & TAG CO.	DOG TAGS	89.60	43322
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CITY OF SOUTHFIELD	OAKLAND COUNTY CITY MANAGERS EVENTS	145.00	43220
101-100.000-803.000	MEMBERSHIPS & MEETINGS	BRUCE KANTOR	PARKING REIMBURSEMENT	30.00	43222
101-100.000-803.000	MEMBERSHIPS & MEETINGS	IAN FERGUSON	MILEAGE AND PARKING REIMBURSEMENT	34.25	43244
101-100.000-803.000	MEMBERSHIPS & MEETINGS	MICHIGAN MUNICIPAL LEAGUE	MML AFFILLIATE LUNCH	65.00	43253
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	837.50	43224
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CHRISTOPHER CLOUGH	MILEAGE REIMBURSEMENT	32.40	43290
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CITY OF BIRMINGHAM	SOCMA MEETING REIMBURSEMENT	499.50	43291
101-100.000-803.000	MEMBERSHIPS & MEETINGS	OAKLAND COUNTY TREASURERS	MEMBERSHIP RENEWAL FOR PAM AND ARRON	40.00	43326
101-100.000-803.000	MEMBERSHIPS & MEETINGS	OAKLAND COUNTY TREASURERS	OAKLAND COUNTY TREASURERS ASSOCIATION W	60.00	43326
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES PROVIDED	1,968.75	43223
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CAMERA OPERATORS	701.00	43223
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES	252.00	43223
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES, AND \$400 OF THAT BEING	675.00	43223
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE SERVICES	179.00	43223
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	SUPPLIES	349.00	43223
101-100.000-805.000	CABLE TELEVISION	B & H PHOTO	SUPPLIES	167.64	43287
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	C V STUDIOS	COMMUNITY ROOM REPAIRS ON SPEAKERS	110.00	43223
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	1,250.00	43226
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNTIY ROOM EVENTS	1,810.00	43295
101-100.000-818.000	APPRECIATION DINNER	CLS CONTINENTAL LINEN SER	LINEN CLEANING	160.05	43227
101-100.000-822.000	TRAINING	PAMELA A. BRATSCHI	MILEAGE REIMBURSEMENT	259.84	43330
101-100.000-822.000	TRAINING	PAMELA A. BRATSCHI	MILEAGE AND FOOD RIEMBURSEMENT	153.68	43330
101-100.000-822.000	TRAINING	ARRON CARLTON	MILEAGE AND FOOD REIMBURSEMENT	147.89	43285
101-100.000-832.000	CITIZEN COMMUNICATION/PR	ZIP ETC.INC.	POST CARD MAILING, BUSINESS CARDS	880.00	43278
101-100.000-832.000	CITIZEN COMMUNICATION/PR	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	51.92	43224
101-100.000-848.000	GOVERNMENT OPERATIONS	PEG-MASTER BUSINESS FORMS	GARAGE SALE SIGNS	1,078.00	43261
101-100.000-848.000	GOVERNMENT OPERATIONS	WATER LANDSCAPES	MONITORING AND TREATMENT	114.00	43275
101-100.000-848.000	GOVERNMENT OPERATIONS	MUNETRIX LLC	CONTRACT RENEWAL	4,059.00	43255
101-100.000-848.000	GOVERNMENT OPERATIONS	ZIP ETC.INC.	POST CARD MAILING, BUSINESS CARDS	404.00	43278
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	1,981.35	43224
101-100.000-848.000	GOVERNMENT OPERATIONS	SEECLICKFIX	ANNUAL LICENSE	2,400.00	43337
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	CABLE AND INTERNET	258.18	43228

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE  
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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	PAETEC	TELEPHONE BILL	383.68	43260
101-100.000-850.000	TELEPHONE EXPENDITURES	PAETEC	PHONE BILL	1,267.57	43260
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONE BILLS	182.92	43344
101-100.000-860.000	VEHICLE EXPENSE	SHERYL MITCHELL	VEHICLE ALLOWANCE	400.00	43217
101-100.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	OIL CHANGE ON 2009 ESCAPE	56.96	43288
101-100.000-860.000	VEHICLE EXPENSE	SHERYL MITCHELL	CAR ALLOWANCE	400.00	43347
101-100.000-900.000	PRINTING/PUBLICATION COSTS	DR. MARTIN LUTHER KING, JR.	ADVERTISING	500.00	43307
Total For Dept 100.000 GOVERNMENT SERVICES				24,787.25	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	220.02	43274
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	3,520.87	43280
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	509.35	43281
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	172.54	43339
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	220.02	43343
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL SERVICES PROVIDED	1,040.00	43279
101-101.000-718.000	ELECTIONS	I.T. RIGHT	OFFICE 365 EXCHANGE ONLINE	15.39	43243
101-101.000-718.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION PRODUCTS	829.33	43264
101-101.000-718.000	ELECTIONS	OFFICE MANAGEMENT & CONSUMER	PRE TESTING OF ALL VOTING MACHINES FOR	1,075.00	43329
101-101.000-718.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION FORMS & SUPPLIES	38.00	43331
101-101.000-718.000	ELECTIONS	WILLIE WESLEY	INSTRUCTION FOR E-POLL CLASS AND SET UP	200.00	43345
101-101.000-722.000	LEGAL SERVICES	KELLER THOMA	GENERAL MATTERS	332.50	43249
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES PROVIDED	3,215.00	43279
Total For Dept 101.000 ADMINISTRATION				11,388.02	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	43254
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED	538.43	43226
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HALL	538.43	43295
101-201.000-702.000	SALARIES PART-TIME	AFLAC	AFLAC INSURANCE	71.64	43284
101-201.000-702.000	SALARIES PART-TIME	CONTRACTORS CLOTHING CO.	WORK JACKET AND BOOTS TO BE REIMBURSED	370.97	43301
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	43321
101-201.000-920.000	UTILITIES	DTE ENERGY	ELECTRIC BILL	2,764.36	43234
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	157.86	43300
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE, VILLAGE	WATER BILLS FOR CITY BUILDINGS	1,372.07	43293
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NELSON BROTHERS	REPAIR TOLIET, AND UNCLOG TOLIET IN LAUNDRY	835.00	43256
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	ROUTINE MAINTENANCE, OCTOBER 2019	207.00	43231
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	STATE OF MICHIGAN	ELEVATOR CERTIFICATE RENEWAL	185.00	43340
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH CO. INC	PEST CONTROL	87.00	43314
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CLS CONTINENTAL LINEN SERVICE	CLEANING SUPPLIES	71.47	43296
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	881.15	43323
101-201.000-938.000	PARKING LOT & GROUNDS	EXCELL SNOW & TURF MAINTENANCE	FERTILIZER APPLICATION	200.00	43236
Total For Dept 201.000 BUILDING & GROUNDS				9,579.88	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	10,709.33	43219
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	535.21	43274
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	43274
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	986.41	43280
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	3,122.83	43281
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	10,709.33	43282
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	321.24	43339
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	535.21	43343

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	38.02	43343
101-301.000-726.000	OFFICE SUPPLIES	CITY OF LATHRUP VILLAGE	COFFEE/WATER, TRUNK OR TREAT	23.94	43292
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	344.19	43224
101-301.000-803.000	MEMBERSHIPS & MEETINGS	FRATERNAL ORDER OF POLICE	MEMBERSHIP DUES 2020	60.00	43238
101-301.000-822.000	TRAINING	OAKLAND COMMUNITY COLLEGE	TRAINING FOR OFFICER ELHOURANI	250.00	43258
101-301.000-822.000	TRAINING	THERESA KNOLL	MILEAGE AND FOOD REIMBURSEMENT	346.54	43270
101-301.000-822.000	TRAINING	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	579.00	43224
101-301.000-822.000	TRAINING	OAKLAND COMMUNITY COLLEGE	TRAINING	60.00	43258
101-301.000-822.000	TRAINING	PROFESSIONAL POLICE TRAINING	LEGAL UPDATE REVIEW FOR OFFICER ROBERTS	99.00	43333
101-301.000-823.000	FIREARMS TRAINING	VANCE OUTDOORS, INC.	9MM LUGER AMUNITION	526.80	43273
101-301.000-823.000	FIREARMS TRAINING	PRIORITY ONE EMERGENCY, INC.	MAGPUL MS3 SLING G2 BLK	335.94	43332
101-301.000-823.000	FIREARMS TRAINING	PRIORITY ONE EMERGENCY, INC.	MAGPUL MS3 SLING BLACK AND COYOTE	143.97	43332
101-301.000-826.000	YOUTH & DRUG PROGRAMS	CITY OF LATHRUP VILLAGE	COFFEE/WATER, TRUNK OR TREAT	50.50	43292
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	CITY OF SOUTHFIELD	FIRE SERVICE CONTRACT	150,591.25	43225
101-301.000-829.000	POLICE UNIFORMS & CLEANING	HURON VALLEY GUNS	UNIFORMS	213.96	43241
101-301.000-829.000	POLICE UNIFORMS & CLEANING	HURON VALLEY GUNS	UNIFORMS	233.96	43241
101-301.000-829.000	POLICE UNIFORMS & CLEANING	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	100.89	43224
101-301.000-829.000	POLICE UNIFORMS & CLEANING	HURON VALLEY GUNS	MENS TACLITE PDU	123.98	43312
101-301.000-829.000	POLICE UNIFORMS & CLEANING	KEITH ROBERTS	BOOT RIEMBURSEMENT	66.77	43317
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MICHAEL TACKETT	BOOT REIMBURSEMENT	100.00	43320
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	DISPATCH	54.34	43286
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONE BILLS	182.93	43344
101-301.000-851.000	RADIO COMMUNICATIONS	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP FEE, SOFTWARE, PARTI	2,621.00	43325
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	CAR WASHES FOR POLICE VEHICLES	24.00	43248
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC.	AUTO PARTS	3.99	43257
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	87.96	43224
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTER	OIL CHANGE ON 2018 TAHOE	63.95	43288
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTER	OIL CHANGE ON 2018 IMPALA	49.97	43288
Total For Dept 301.000 PUBLIC SAFETY				184,334.43	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	DTE ENERGY	ELECTRIC BILL	97.45	43234
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	95.90	43300
101-401.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILLS FOR CITY BUILDINGS	53.71	43293
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	10,333.30	43252
101-401.000-936.000	EQUIPMENT MAINTENANCE	TRUCK AND TRAILER SPECIALTIES	FIRE EXTINGUISHER AND TRIANGLE WARNING	60.96	43341
101-401.000-936.000	EQUIPMENT MAINTENANCE	KILBURNS EQUIPMENT RENTAL,	REPAIRS ON EDGER AND BACK PACK BLOWER	241.49	43318
Total For Dept 401.000 PUBLIC SERVICE				10,882.81	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL WASTE PICKUP	144.14	43338
Total For Dept 501.000 LEAF COLLECTION				144.14	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE, RECYCLABLES, AND YARD WASTE COI	14,803.00	43266
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE, RECYCLABLES, AND YARD WASTE COI	13,155.00	43338
Total For Dept 502.000				27,958.00	
Dept 601.000 RECREATION					
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	27.82	43274
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	321.26	43280
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	21.51	43339
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	27.82	43343

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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	ONE LIFE FITNESS	FITNESS CLASSES HELD FROM JULY-SEPTEMBER	2,016.00	43259
101-601.000-806.000	OTHER RECREATION PROGRAMS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	48.70	43224
101-601.000-807.000	BUS TRANSPORTATION	CITY OF SOUTHFIELD	SHUTTLE SERVICES	570.00	43294
101-601.000-812.000	COMMUNITY EVENTS	DISCOVERY & TAX ENFORCEMENT	SALES TAX RETURN	29.64	43232
101-601.000-812.000	COMMUNITY EVENTS	DISCOVERY & TAX ENFORCEMENT	SALES TAX RETURN	5.82	43232
101-601.000-812.000	COMMUNITY EVENTS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	2,580.35	43224
101-601.000-812.000	COMMUNITY EVENTS	WHISKEY ENTERTAINMENT	ENTERTAINMENT FOR FALL FEST 2019	600.00	43283
101-601.000-812.000	COMMUNITY EVENTS	DISCOVERY & TAX ENFORCEMENT	SALES TAX RETURN	10.44	43306
101-601.000-812.000	COMMUNITY EVENTS	RAYMOND HESANO	FALL FEST SUPPLIES	784.56	43334
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	ASSISTED WITH FALL FEST 2019	150.00	43295
101-601.000-812.000	COMMUNITY EVENTS	VAN HOVE LIMOUSINE	TREE LIGHTING TROLLEY	450.00	43342
Total For Dept 601.000 RECREATION				7,643.92	
Total For Fund 101 GENERAL FUND				458,483.49	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	34.74	43280
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	2.69	43339
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	104.08	43289
202-702.000-862.000	ROADSIDE MAINTENANCE	EXCELL SNOW & TURF MAINTENANCE	LAWN MAINTENANCE	28.00	43236
202-702.000-862.000	ROADSIDE MAINTENANCE	EXCELL SNOW & TURF MAINTENANCE	LAWN MAINTENANCE	400.00	43236
202-702.000-862.000	ROADSIDE MAINTENANCE	EAGLE LANDSCAPING & SUPPLY	GRASS SEED	239.96	43308
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAND	SUB SIGNALS	910.02	43335
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAND	SUB SIGNALS	158.90	43335
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	206.72	43315
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL, STUMP CREW	518.12	43315
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING AND TREE REMOVAL	2,603.00	43315
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	43252
202-702.000-970.000	CAPITAL EXPENDITURE	TRUCK AND TRAILER SPECIALTY	NEW DUMP TRUCK LEAF BOX AND PLOW PACKAG	37,637.50	43341
Total For Dept 702.000				48,178.63	
Total For Fund 202 MAJOR ROAD FUND				48,178.63	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	34.74	43280
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	2.69	43339
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	104.07	43289
203-703.000-862.000	ROADSIDE MAINTENANCE	EXCELL SNOW & TURF MAINTENANCE	LAWN MAINTENANCE	28.00	43236
203-703.000-862.000	ROADSIDE MAINTENANCE	EXCELL SNOW & TURF MAINTENANCE	LAWN MAINTENANCE	400.00	43236
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	206.72	43315
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL, STUMP CREW	518.13	43315
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING AND TREE REMOVAL	2,603.00	43315
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,334.90	43252
203-703.000-970.000	CAPITAL EXPENDITURE	TRUCK AND TRAILER SPECIALTY	NEW DUMP TRUCK LEAF BOX AND PLOW PACKAG	37,637.50	43341
Total For Dept 703.000				46,869.75	
Total For Fund 203 LOCAL ROAD FUND				46,869.75	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	ALLEY CLEAN UP	375.00	43213



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Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-702.000	SALARIES PART-TIME	RANALDO GRANT	ALLEY CLEAN UP	525.00	43214
494-000.000-702.000	SALARIES PART-TIME	RAYMONDO JACKSON	ALLEY CLEAN UP	240.00	43215
494-000.000-702.000	SALARIES PART-TIME	THOMAS ROSH	ALLEY CLEAN UP	435.00	43216
494-000.000-702.000	SALARIES PART-TIME	TERRANCE WILLIAMS	ALLEY CLEANUP	465.00	43218
494-000.000-702.000	SALARIES PART-TIME	THOMAS ROSH	ALLEY CLEAN UP	90.00	43221
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	43.18	43274
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	1,107.32	43280
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	31.96	43339
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	43.18	43343
494-000.000-822.000	TRAINING/MEMBERSHIP	SUSIE STEC	MILEAGE REIMBURSEMENT	102.49	43269
494-000.000-822.000	TRAINING/MEMBERSHIP	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	12.00	43224
494-000.000-844.000	MAIN STREET PROGRAM	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	67.69	43224
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING SERVICES	1,575.00	43239
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	9.27	43274
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	9.27	43343
494-000.000-900.000	PRINTING/PUBLICATION COSTS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	9.00	43224
494-000.000-933.000	REPAIRS & MAINTENANCE	DTE ENERGY	STREET LIGHTS	1,809.66	43233
494-000.000-933.000	REPAIRS & MAINTENANCE	WEINGARTZ	LAWN EQUIPMENT	749.90	43276
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	HOME DEPOT CREDIT SERVICES	ALLEY CLEAN UP	100.19	43240
494-000.000-971.000	SIGN GRANT PROGRAM	JAGGED FORK	SIGN GRANT AWARDED TO JAGGED FORK	2,000.00	43247
Total For Dept 000.000				9,800.11	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				9,800.11	
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	43274
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	5,676.70	43280
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	9.49	43339
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43343
592-536.000-902.000	BILLING SERVICES	ROSEMARIE ABRAHAM	REIMBURSEMENT FOR LOST MONEY ORDER	14.00	43265
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	43252
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS	WATER MAIN PARTS	898.65	43237
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	STOP BOX REPAIR, WATER SERVICE LOCATION	3,225.00	43268
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON ENTERPRISES LLC	LINE AND PIPE LOCATOR	3,140.00	43310
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER CHARGES FOR SEPTEMBER 2019	32,613.32	2508
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	7,751.98	43230
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	922.68	43230
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	16,474.80	43230
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	4,136.61	43230
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	1,445.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, LIMESTONE, DEBRIS HAULED OUT	5,530.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	3,690.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED AWAY	2,890.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	TRACTOR RENTAL	250.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	3,750.00	43235
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	4,335.00	43235
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	1,970.21	43302
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	LIMESTONE	1,286.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	2,245.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	2,890.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	2,245.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	5,780.00	43308

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Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	4,335.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	DEBRIS HAULED OUT	800.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	3,535.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	TRACTOR RENTAL	250.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	TRACTOR RENTAL	250.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	TRACTOR RENTAL	250.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	FILL SAND, DEBRIS HAULED OUT	4,770.00	43308
592-536.000-974.000	WATER MAIN PROJECT	EJ USA, INC.	WATER MAIN PARTS	466.60	43309
592-536.000-974.000	WATER MAIN PROJECT	NICO INC	CEMENT WORK AROUND THE CITY	8,844.00	43324
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN PARTS	17,668.17	43302
592-536.000-974.000	WATER MAIN PROJECT	EAGLE LANDSCAPING & SUPPLY	TRACTOR RENTAL	250.00	43308
592-536.000-974.000	WATER MAIN PROJECT	NICO INC	ASPHALT WORK FOR WATER MAIN PROJECT	23,440.00	43346
Total For Dept 536.000 WATER DEPARTMENT				184,054.66	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43274
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	133.31	43280
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	9.50	43339
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	15.85	43343
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	5,994.75	43252
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE ENERGY	ELECTRIC BILL	14.36	43234
592-537.000-939.000	SEWER SYTEM MAINTENANCE	OAKLAND COUNTY WATER RESOU	SEWER SYSTEM MAINTENANCE CHARGE	18,750.00	43327
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL FOR THE MONTH OF AUGUST	81,786.82	2506
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SEWERAGE CHARGES FOR THE MONTH OF SEPT	81,786.82	2507
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	ELECTRIC BILL	248.74	43234
592-537.000-946.000	RETENTION TANK UTIL-WATER	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	674.74	43293
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	ENERGY BILLS	14.43	43300
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	INTERNET SERVICE	111.85	43228
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	KENNEDY INDUSTRIES INC	FIELD SERVICE AT RETENTION TANK	566.25	43251
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	CSM MECHANICAL, LLC	REPAIR STEEL PIPE INSIDE WET WELL AT RE	1,143.70	43303
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	OAKLAND COUNTY TREASURER	INDUSTRIAL WASTE CONTROL	1,336.79	2507
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM	525.00	43242
Total For Dept 537.000 SEWER DEPARTMENT				193,128.76	
Total For Fund 592 WATER & SEWER FUND				377,183.42	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	458,483.49
Fund 202 MAJOR ROAD FUNI	48,178.63
Fund 203 LOCAL ROAD FUNI	46,869.75
Fund 494 DOWNTOWN DEVELC	9,800.11
Fund 592 WATER & SEWER I	377,183.42

Total For All Funds:	<u>940,515.40</u>
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LAW OFFICE

# BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207  
NOVI, MICHIGAN 48375  
Phone: (248) 230-4103 Fax: (248) 929-0835  
[www.bakerelowsky.com](http://www.bakerelowsky.com)

SCOTT R. BAKER  
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

October 12, 2019

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 September 1 through September, 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 August 2019:

1. General Retainer	\$2,500.00
2. Special Legal Services	\$ 715.00
3. Downtown Development Authority	\$0
4. Project Reimbursement	\$0
5. Prosecution/Code Enforcement	<u>\$ 1,040.00</u>
	\$4,255.00

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker  
Lathrup Village Attorney

Enclosures



LAW OFFICE

# BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207  
NOVI, MICHIGAN 48375  
Phone: (248) 230-4103 Fax: (248) 929-0835  
[www.bakerelowsky.com](http://www.bakerelowsky.com)

10-12-2019

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

**Invoice Number: 890**

Invoice Period: 09-01-2019 - 10-31-2019

## RE: General Retainer

### Time Details

Date	Professional	Description	Hours	Amount
09-03-2019	SRB	Review correspondence from Admin re fire contract	0.25	No Charge
09-03-2019	SRB	Review correspondence from Admin re Officer Imber	0.25	No Charge
09-04-2019	SRB	Review correspondence from Admin re dispatch contract	0.25	No Charge
09-04-2019	SRB	Review correspondence from Police Chief re dispatch contract.	0.25	No Charge
09-05-2019	SRB	Review correspondence and Telephone call with Admin re Trademark renewals	0.50	No Charge
09-07-2019	SRB	Review correspondence from Admin re study session agenda	0.25	No Charge
09-07-2019	SRB	Review and respond to correspondence from Clerk re ballot question	0.25	No Charge
09-09-2019	SRB	Appear for City Council Study Session	1.50	No Charge
09-09-2019	SRB	Review correspondence from Admin re weekly update report.	0.25	No Charge
09-11-2019	SRB	Review correspondence from S. Stec re 27465 Southfield.	0.25	No Charge
09-11-2019	SRB	Review correspondence from Admin re franchise revenues.	0.25	No Charge
09-12-2019	SRB	Review correspondence from Mayor Pro-tem re fire inspections.	0.25	No Charge
09-12-2019	SRB	Review correspondence from Admin re Caribbean Fest inquiry	0.25	No Charge
09-12-2019	SRB	Review correspondence from Mayor re Caribbean Fest.	0.25	No Charge
09-12-2019	SRB	Review correspondence from S. Stec re Planning Commission Agenda.	0.25	No Charge
09-13-2019	SRB	Review correspondence from Admin re Lathrup Townhomes	0.25	No Charge
09-17-2019	SRB	Review correspondence from Admin re 11 Mile resurfacing	0.25	No Charge
09-19-2019	SRB	Review correspondence from Clerk re treasurers statement on ballot	0.25	No Charge
09-19-2019	SRB	Review Correspondence from Admin re Liquor license	0.25	No Charge

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

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<b>Date</b>	<b>Professional</b>	<b>Description</b>	<b>Hours</b>	<b>Amount</b>
		application.		
09-19-2019	SRB	Review correspondence from Admin re City Council Meeting Agenda.	0.25	No Charge
09-19-2019	SRB	Review Agenda for City Council Meeting	0.25	No Charge
09-19-2019	SRB	Review and respond to correspondence from Admin re zoning ordinance interpretation inquiry.	0.25	No Charge
09-19-2019	SRB	Review correspondence from Admin re 28505 Southfield Road	0.25	No Charge
09-19-2019	SRB	Review correspondence from Admin re ordinance updates.	0.25	No Charge
09-23-2019	SRB	Appear for City Council Study Session and Regular Meeting.	3.50	No Charge
09-23-2019	SRB	Review correspondence from Admin re election info.	0.25	No Charge
09-23-2019	SRB	Review correspondence from Admin re school performance.	0.25	No Charge
09-23-2019	SRB	Review correspondence from Admin re citizen inquiry log.	0.25	No Charge
09-24-2019	SRB	Review correspondence from Admin re weekly report	0.25	No Charge
09-24-2019	SRB	Review correspondence from Admin re Audit	0.25	No Charge
09-25-2019	SRB	Review and respond to correspondence from Clerk re FOIA inquiry.	0.25	No Charge
09-26-2019	SRB	Review correspondence from Clerk re FOIA	0.25	No Charge
09-30-2019	SRB	Review correspondence from Admin and S. Stec re alley vacation	0.25	No Charge
09-30-2019	SRB	Review correspondence from Clerk Re FOIA request	0.25	No Charge
09-30-2019	SRB	Review correspondence from Admin re 28841 Southfield Road	0.25	No Charge
09-30-2019	SRB	Review correspondence from Admin re school board correspondence.	0.25	No Charge
09-30-2019	SRB	Services Rendered		2,500.00
			<b>Total Fees</b>	2,500.00

**Time Summary**

<b>Professional</b>	<b>Hours</b>	<b>Amount</b>
Scott Baker	13.75	2,500.00
		<b>Total Fees</b>

**Total for this Invoice** 2,500.00



LAW OFFICE

# BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207  
NOVI, MICHIGAN 48375  
Phone: (248) 230-4103 Fax: (248) 929-0835  
[www.bakerelowsky.com](http://www.bakerelowsky.com)

10-12-2019

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

**Invoice Number: 891**

Invoice Period: 09-01-2019 - 10-31-2019

## RE: Prosecution/Code Enforcement

### Time Details

Date	Professional	Description	Hours	Amount
09-03-2019	SRB	Telephone conference with defense attorney re stipulation to adjourn Buxbaum matter	0.25	32.50
09-03-2019	SRB	Phone call with defense counsel concerning court date for formal hearing re: 19LV01673A.	0.25	32.50
09-04-2019	SRB	Receipt and review correspondence from the 46th District Court concerning garnishment authority for collection of funds owing for City of Lathrup Village cases.	0.25	32.50
09-05-2019	SRB	Receipt and review of 46th District Court draft docket for 09/11/2019.	0.25	32.50
09-05-2019	SRB	Phone call with defense counsel and receipt and review of stipulation concerning court date re: 19LV01781A.	0.25	32.50
09-09-2019	SRB	Receipt and review of final docket for 46th District Court formal hearings for 09/11/2019.	0.25	32.50
09-09-2019	SRB	Phone call with defense counsel concerning court date for formal hearing re: 19LV01618A.	0.25	32.50
09-10-2019	SRB	Telephone conference with 46th District Court probation department re restitution issue.	0.25	32.50
09-10-2019	SRB	Draft correspondence to Police Clerk re restitution request	0.25	32.50
09-11-2019	SRB	Appear in 46th District Court for Prosecution Docket	3.50	455.00
09-11-2019	SRB	Receipt and review notice from 46th District Court and order for adjournment; phone call with defense counsel concerning same re: 19LV01617A.	0.25	32.50
09-13-2019	SRB	Review correspondence from Police Clerk re restitution inquiry.	0.25	32.50
09-19-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01677A; copy to Police Clerk.	0.25	32.50

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

Page 1 of 2

<b>Date</b>	<b>Professional</b>	<b>Description</b>	<b>Hours</b>	<b>Amount</b>
09-19-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01874A; copy to Police Clerk.	0.25	32.50
09-19-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 19LV01781A; copy to Police Clerk.	0.25	32.50
09-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001563.	0.25	32.50
09-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001564.	0.25	32.50
09-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001565.	0.25	32.50
09-26-2019	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 19L0001566.	0.25	32.50
			<b>Total Fees</b>	1,040.00

**Time Summary**

<b>Professional</b>	<b>Hours</b>	<b>Amount</b>
Scott Baker	8.00	1,040.00
		<b>Total Fees</b>

**Total for this Invoice** 1,040.00





LAW OFFICE

# BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207  
NOVI, MICHIGAN 48375  
Phone: (248) 230-4103 Fax: (248) 929-0835  
[www.bakerelowsky.com](http://www.bakerelowsky.com)

10-12-2019

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

**Invoice Number: 892**  
Invoice Period: 09-01-2019 - 10-31-2019

## RE: Special Legal Services

### Time Details

Date	Professional	Description	Hours	Amount
09-06-2019	SRB	Review correspondence from Building official	0.25	32.50
09-12-2019	SRB	Review correspondence from Code enforcement officer.	0.25	32.50
09-12-2019	SRB	Review Agenda for Planning Commission Meeting.	0.25	32.50
09-17-2019	SRB	Appear for Planning Commission Meeting	1.50	195.00
09-18-2019	SRB	Review and respond to multiple correspondence from code enforcement officer re Olga's dumpsters	0.50	65.00
09-19-2019	SRB	Review multiple correspondence from property management company and Code Officer re Olga's.	0.50	65.00
09-19-2019	SRB	Review correspondence from Applicant and attached application for liquor license re Jagged Fork.	0.75	97.50
09-20-2019	SRB	Review correspondence from planner re zoning ordinance interpretation inquiry.	0.25	32.50
09-20-2019	SRB	Review correspondence from Code officer re 28505 Southfield Road	0.25	32.50
09-20-2019	SRB	Review correspondence from Code Officer re Dhal Real Estate	0.25	32.50
09-25-2019	SRB	Research FOIA inquiry.	0.50	65.00
09-25-2019	SRB	Review correspondence from attorney for Jagged Fork	0.25	32.50
			<b>Total Fees</b>	<b>715.00</b>

### Time Summary

Professional	Hours	Amount
Scott Baker	5.50	715.00
		<b>Total Fees</b>
		<b>715.00</b>

**Total for this Invoice**

715.00

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

Page 2 of 2

**BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED OCTOBER 31, 2019**

	<u>Revenues Through 10/31/2019</u>	<u>Expenses Through 10/31/2019</u>	<u>Revenues Over (Under) Expenses</u>
<b>101-GENERAL FUND</b>	3,324,123	1,288,286	2,035,837
<b>202-MAJOR STREET FUND</b>	54,944	87,442	(32,498)
<b>203-LOCAL STREET FUND</b>	38,189	125,024	(86,835)
<b>258-CAPITAL ACQUISITION FUND</b>	591	47,464	(46,874)
<b>494-DOWNTOWN DEVELOPMENT AUTHORITY</b>	16,410	62,872	(46,462)
<b>592-WATER &amp; SEWER FUND</b>	737,189	970,986	(233,797)
<b>GRAND TOTAL ALL FUNDS</b>	<u>4,171,446</u>	<u>2,582,075</u>	<u>1,589,371</u>

## October 2019 Police Summaries

10/1/2019 - 19-9312: Retail Fraud

Officers were dispatched to a local business for a retail fraud that had recently occurred. Upon arrival, the suspect had already left the area. Officers spoke with the store manager and reviewed the videotape. A report was taken and the case was turned over to the LVPD Detective Bureau.

10/2/2019 - 19-9326: 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.

10/2/2019 - 19-9327: Mental Health Call

Officers conducted a traffic stop and found the driver was having a medical episode. A family member arrived on scene and the driver was turned over to their custody.

10/2/2019 - 19-9328: DWLS

Officers conducted a traffic stop and discovered the driver to have a suspended driver's license. The driver was issued a citation and released.

10/6/2019 - 19-9503: DWLS

Officers conducted a traffic stop and discovered the driver did not have a valid driver's license. The driver was issued a citation and turned over to their father.

10/7/2019 - 19-9535: 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.

10/8/2019 - 19-9575: Civil Matter

Officers were dispatched to a residence for former spouses that were having a verbal altercation over property within the residence. Officers stood by and helped mediate the situation

10/9/2019 - 19-9598: 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.

10/10/2019 - 19-9670: Prisoner Transport

Officers transported an individual from the 46<sup>th</sup> District Court to Oakland County Jail after their court hearing.

10/11/2019 - 19-9730: 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.

10/13/2019 - 19-9749: Road Hazard

Officers found an unoccupied vehicle in the ditch. Officers were unable to locate the driver of the vehicle, so the vehicle was impounded.

10/13/2019 - 19-9767: Suspicious Circumstances

Officers were dispatched to a local residence for two individuals having a verbal altercation. Officers spoke with both parties and helped to mediate the situation. One of the parties left the area for the evening.

10/14/2019 - 19-9802: Flee/Eluding

Officers attempted to make a traffic stop on a vehicle for speeding. When Officers activated their lights and sirens, the vehicle accelerated and fled westbound on I696. Officers terminated the pursuit at our city border. Vehicle information was provided to Southfield Dispatch.

10/15/2019 - 19-9820: Suspicious Vehicle

Officers attempted to make a traffic stop on a vehicle but the vehicle would not stop. When the vehicle did eventually stop, Officers discovered that the driver was having a medical emergency. The individual was transported to a medical facility for evaluation.

10/15/2019 - 19-9849: DWLS

Officers conducted a traffic stop and discovered the driver to have a suspended driver's license. The driver was issued a citation and released.

10/17/2019 - 19-9911: Attempt Suicide

Officers were dispatched to a local residence for a suicide attempt. LVPD Officers and Southfield Fire Personnel arrived on scene and provided medical care. Southfield Fire transported the individual to a medical facility for further evaluation. LVPD Officers investigated the scene, took statements, photos, and completed a report. The case was turned over to the LVPD Detective Bureau.

10/20/2019 - 19-10049: 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.

10/22/2019 - 19-10128: Vehicle Impound, No Insurance

Officers made a traffic stop and found the vehicle had expired plates and did not have valid insurance. The vehicle was impounded and the driver was issued a citation.

10/23/2019 - 19-10175: 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.

10/24/2019 - 19-10180: Assist Citizen - Vehicle Lockout

Officers were dispatched to a local business to assist a citizen who locked their keys in their vehicle. Officers were able to gain access to the vehicle without incident.

10/25/2019 - 19-10259: 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.

10/25/2019 - 19-10263: Arrest Warrant

Officers made a traffic stop and discovered the driver had a warrant out of another agency. Per the request of the other agency, LVPD Officers collected bond money from the driver, then released the driver.

10/28/2019 - 19-10349: Resisting Officer

Officers made a traffic stop and found the driver did not have a drivers license in their possession. The driver then provided Officers with a fake name. The individual was taken in custody and transported to Berkley PD for processing.

10/28/2019 - 19-10360: 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.

10/29/2019 - 19-10423: 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.

10/30/2019 - 19-10475: Suspicious Circumstances

Officers were dispatched to a local residence for a complaint of their front yard being toilet papered. Officers spoke with the reporting party, took pictures, and completed a report on the incident.



Date: November 6, 2019  
To: Sheryl Mitchell, City Administrator  
From: Christopher Clough, Parks & Recreation Coordinator  
Re: Department Report

### **Events**

#### **Fall Fest: Saturday, Oct. 19**

We got great weather for Fall Fest and ended up selling more than the 75 tickets I anticipated. The pumpkin patch, crafts, trunk or treat and costume contests were a big hit. We also got a significant return on our alcohol investment for the day, although it was small in scale. However, there was not enough attendance overall to support the food trucks and band. I was hoping for around 300 people but I think we got closer to 150. Recommendations from residents included having an “adults” party in the evening. Costs were higher than I would have liked because we didn’t get enough sponsors to come through. Total Expense: \$1,320.33, Total Revenue: \$586.00

#### **Shop Small Saturday/Artisan Fair: Saturday, Nov. 30, 10-4 pm**

The Shop Small Saturday events are programs I am running with my DDA hat on. This is one of the events which interested the DDA board when I pitched replacements for the Farmer’s Market. It has two parts, both taking place on Nov. 30:

Artisan Fair- I am restarting the annual November craft fair with a focus on handmade, unique items. The fair will be relatively small this year with 20-30 vendors, but hopefully it will grow quickly to around 50, which would be our max in the space. The vendors are paying \$20 for a 10x6 space or \$30 for a 10x8 in the community room. I have 8 vendors confirmed and invitations out to about 30. I have been attending local shows on the weekends to pick off vendors that I think are a good fit for our community. Other vendors such as scout troops or high school band/athletics fundraisers would be helpful as their relatives would come out to support, but I don’t have those contacts. Follow up with each vendor is the biggest necessity right now.

Shop Small Saturday- This is a national event sponsored by American Express in which local communities encourage shoppers to visit small businesses on Saturday, Nov. 30, the day after Black Friday. Oakland County sponsors contests for shoppers (and businesses) as part of this event. Shoppers who buy from a small business in Oakland County on Nov. 30 can send in a picture of their receipt to have the chance to win up to \$5,000. We are hosting an event as part of this campaign. We have developed “Lathrup Village Business Bingo”. We have bingo cards featuring the logos of participating businesses in Lathrup Village. Shoppers can pick up a card at the Artisan Fair or at participating businesses that day. By going around town to visit other businesses, they can earn a bingo, which can be redeemed for prizes at the Artisan Fair. So far Susie and I have spoken with 14 local businesses and have had positive responses.



Seven businesses are confirmed to participate. We need 24. The biggest challenge is getting out to the businesses to speak with them in person, however members of the RAC have indicated they are willing to go out.

Marketing- Both these events are being marketed separately and jointly. We have paid for a \$90 Facebook ad targeting people within 10 miles who are interested in crafting and similar interests. Because this is a DDA event, there is more budget available than usual, so we are placing two separate ads in the Southfield Sun. One is specifically for the Artisan Fair and the other is a general "Shop Small Lathrup Village" ad. The RAC delivered quarter page flyers door-to-door with the recreation master plan surveys and flyers have been available at City Hall. Additionally, there is a banner up on Southfield Road. The Artisan Fair is also being advertised on Eventbrite and the Craft Show Yellow Pages, both free.

#### **Breakfast with Santa: Saturday, Dec. 7, 9-11 am**

Breakfast with Santa is being conducted in the same manner as Breakfast with the Bunny. Cliff will be hired to prepare a pancake breakfast in-house. The only addition is a hot chocolate bar with various toppings and pins that say, "I had breakfast with Santa," a nod to Detroit Christmas's past. I'm planning to have a fireplace playing in the background. Tickets are on sale now, \$5 for residents and \$7 for non-residents. Budget: \$375.00, Expenses so far: About \$100

#### **Tree Lighting: Tuesday, Dec. 17, 7-9 pm**

The tree lighting has been moved from Dec. 6 to Dec. 17. The Homeowner's Association is managing a tour of Lathrup Village homes lighted for the holidays. They felt the 6<sup>th</sup> would be too early to for people to have their lights out. LVHA is paying for a trolley to shuttle folks around the city to see the lights during the Tree Lighting event. The actually tree lighting will probably take place around 8 pm. I'm hoping to have one of the school choirs out to sing carols and I will ask the Children's Garden if they want to sell coffee and hot chocolate. I invited one food truck and we will have the community room open if people want to eat or mill around inside.

#### **Other Upcoming Events**

January: Senior Appreciation Lunch Saturday, Jan. 12 from 12-3 pm

MLK Day program Jan. 20 in the afternoon

#### **Classes/Programs**

I am behind in setting up winter classes but I'm also kind of waiting on the results of the recreation master plan survey. I am hoping to offer some youth classes as well as senior programming starting in January.

The Fall senior programming was hit or miss. Fall session II was entirely miss. Its clear to me that 1) the programs need to be published and mailed in Your Town and 2) we will not be able to run enough programming to spend down the CDBG money from 2017-2019 in a timely fashion. I think we should apply to use our 2020 CDBG money for other things.

## **Rentals**

I have some additional work to do for the indoor rental rate proposal. I need to finish the application and policies to accompany the rates. I am having continuous communication problems with the Russian Ballet.

## **Parks**

The dead memorial trees in Annie Lathrup Park were removed in October and the stumps were ground. They can be replaced in the Spring if enough money can be raised. We did not receive the tree grant we applied for.

The sign for Annie Lathrup Park was painted by Jerry Stone as a community credit project and it turned out very nice. He plans to do Goldengate and Warren parks in the Spring.

A donated Norway Spruce was planted on city property at Bungalow and Rainbow Drive. We purchased a Tree Gator watering bag to keep the tree watered. When we have all our new trees we will purchase the tow-behind water tank for the Gator to make watering them feasible.

## **Social Media**

On Facebook our posts have reached more than 3,000 people over the past month. Our followers continue to grow. I've learned how to use Facebook ads.

We have started posting some of our events on Eventbrite such as the Shop Small Saturday Artisan Fair.

Andrea restarted the Instagram account which we are using as exclusive for parks.

I recently tried using the event and invitation capability through Constant Contact and the results were surprisingly effective.

## **Building**

We have not made any progress on the capital improvement projects but we have all the quotes needed for the floors upstairs.

Recent building issues have been relatively minor. We are making progress on cleaning projects as Cliff has started paying for an assistant to help him.

Future cleaning projects planned include the vestibule ceilings and the stairwell.

## Sheryl Mitchell

---

**From:** Susan Stec  
**Sent:** Friday, November 15, 2019 11:23 AM  
**To:** Bobbi Lovins (bobbilovins@gmail.com); Daniel Sugg; Fred Prime; Jet Dhaliwahl; Kelly Garrett; Pamela Bratschi; Ryan Hertz; Sam Surnow; Sheryl Mitchell; Verderbar, Dan  
**Cc:** Chris Clough  
**Subject:** Important Coming Events & Information  
**Attachments:** Info Meeting 11-19-19 Agenda.docx

DDA Board Members-

I wanted to make you all aware of a few upcoming events that will be occurring over next couple of weeks. It would be ideal and fantastic to have board representation and involvement at each of these.

- **DDA Informational Meeting & Open House on Tuesday, November 19<sup>th</sup> at 4:30 – 6:30 pm**  
This meeting/open house is being held in accordance with the parameters set forth in PA 57 of 2018 (in short: the DDA is required to have 2 per year). The intent is to provide information to businesses, residents, and other interested stakeholders regarding the DDA's programs/initiatives. Chris & I will be providing updates on the 2019 projects and a preview of what is in the planning stages for 2020. Attached is the agenda for the event. Please help promote the event and encourage individuals to attend. It is posted on the DDA's webpage, as well as on the DDA's FB page.
- **Ferris State University Student Presentation on Friday, November 22<sup>nd</sup> at 12 Noon**  
As you should all be aware, FSU students have been working diligently this semester on civic center concepts that would encompass both city hall and the school. The students will be presenting their final proposals on Friday, Nov. 22<sup>nd</sup>. They are eager to present to a broad range of stakeholders and I will be sending invitations to City Council, Planning Commission, and others to attend (sorry in advance if you're one of the few on multiple email lists). We will be providing a light lunch, so please RSVP by Wednesday, Nov. 20<sup>th</sup> at 4 pm if you will be attending.
- **Shop Small Artisan Fair on Saturday, November 30<sup>th</sup> at 10 am – 4 pm**  
This is a joint initiative of the DDA & Parks & Rec Department, and there are a few elements to this event. First, we are still seeking vendors for the Artisan Fair. We have about a dozen vendors confirmed thus far. If you are, or know of, a crafty person who is looking to sell their fabulous creations, please put them in touch with Chris as soon as possible (he's copied on this email). Second, as part of this event, we've put together a Lathrup Village BINGO card, which will be distributed at the Artisan Fair, as a way to encourage shoppers to visit Lathrup Village businesses (small or otherwise). Anyone who gets a BINGO should bring their card back to City Hall for a prize. Anyone who fills their card will be entered to win the grand prize. We've signed up a few LV businesses, but need more! It is free for businesses to participate, they just need to provide Chris with their logo and commit to marking the BINGO card in a unique way. Finally, though still related to the BINGO card, we are in need of small giveaways for BINGO (approximately 20). If you have items to donate, please let me know. I'm happy to come pick them up.

Hope you're all having a great Friday!

**Susie Stec**

Manager – Community & Economic Development  
248.557.2600 ext. 223

# Monthly Permit List

11/04/2019

## Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PB190043	05/08/2019	LUNN, DAVID	18140 LINCOLN DR	40-24-23-280-046	\$2,509.00	\$0
<b>Work Description:</b> NEW CONSTRUCTION						
PB190104	09/17/2019	Izzabelle Thorpe	27330 RED RIVER DR	40-24-14-376-011	\$466.00	\$0
<b>Work Description:</b> converting egress window to door removing a closet to add shower removing half wall in eatryway Complete home renovation and site improvement						
PB190111	09/30/2019	MARTINETTI, VICTOR	18860 SARATOGA BLVD	40-24-14-253-007	\$570.00	\$0
<b>Work Description:</b> FRONT PORCH AND FOYER						
PB190113	10/03/2019	HAGEN, LAURIE E	17376 CATALPA DR	40-24-13-158-006	\$260.00	\$0
<b>Work Description:</b> EGRESS WINDOW						
PB190114	10/07/2019	CRENSHAW, GARY	27586 RAINBOW CIR	40-24-14-353-019	\$185.00	\$0
<b>Work Description:</b> replace 2 windows and a doorwall						
PB190115	10/07/2019	GAKO, STEVE	19200 W 11 MILE RD	40-24-14-385-001	\$140.00	\$0
<b>Work Description:</b> deck install						
PB190116	10/08/2019	MONCRIEF, WILLIAM	26665 LATHRUP BLVD	40-24-24-104-029	\$502.00	\$0
<b>Work Description:</b> NEW ROOF						
PB190117	10/09/2019	LYONS, JAMES R	18782 W GLENWOOD BLVD	40-24-14-252-009	\$431.00	\$0
<b>Work Description:</b> new roof						
PB190118	10/10/2019	JOHNSON, VANESSA	18554 ROSELAND BLVD	40-24-14-226-039	\$155.00	\$0
<b>Work Description:</b> replacement window and doorwall						

PB190119	10/10/2019	GARDNER, ODETTE	18430 MIDDLESEX AVE	40-24-23-276-008	\$140.00	\$0
<b>Work Description:</b>						
PB190121	10/16/2019	FISHER, SEAN ANDRE	27475 GOLDENGATE W DR	40-24-14-476-022	\$260.00	\$0
<b>Work Description:</b> New Roof						
PB190122	10/16/2019	ODDO, SHANNON L	18826 SUNNYBROOK AVE	40-24-14-453-009	\$230.00	\$0
<b>Work Description:</b> Basement Waterproofing						
PB190123	10/17/2019	OLSEN, LEA	18800 SAN DIEGO BLVD	40-24-14-404-013	\$245.00	\$0
<b>Work Description:</b> Interior Basement Waterproofing						
PB190124	10/18/2019	BERNARD, DONALD K	26715 LATHRUP BLVD	40-24-24-103-023	\$170.00	\$0
<b>Work Description:</b> Bathroom Remod						
PB190125	10/18/2019	SIDERS, TONI D	18725 SUNNYBROOK AVE	40-24-14-454-009	\$275.00	\$0
<b>Work Description:</b> Replacing 1 window and 2 patio doors						
PB190126	10/22/2019	TRUZA, PETER	28125 LATHRUP BLVD	40-24-13-155-009	\$452.00	\$0
<b>Work Description:</b> replace kitchen window						
PB190127	10/23/2019	KELLEY, BRENT	28678 BLACKSTONE DR	40-24-14-232-009	\$245.00	\$0
<b>Work Description:</b> New Roof						
PB190128	10/24/2019	BAILEY, ANDREA D	28666 ELDORADO PL	40-24-14-228-006	\$424.00	\$0
<b>Work Description:</b> New Roof						
PB190129	10/29/2019	DOUGHERTY, LYNDASAY	18527 SAN JOSE BLVD	40-24-14-403-004	\$200.00	\$0
<b>Work Description:</b> Install 6 vinyl windowns and a doorwall						

**Total Permits For Type: 19**  
**Total Fees For Type: \$7,859.00**  
**Total Const. Value For Type: \$0**

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PE190080	10/03/2019	KNIGHT, WILLIAM	28145 LATHRUP BLVD	40-24-13-155-008	\$123.00	\$0
<b>Work Description:</b> ELECTRICAL UPDATES						
PE190083	10/16/2019	FIRST HOLDING MANAGEME	26600 SOUTHFIELD RD	40-24-24-104-033	\$90.00	\$0
<b>Work Description:</b> A/C install						
PE190084	10/18/2019	SANKOLFA HOLDINGS, INC	27330 RED RIVER DR	40-24-14-376-011	\$63.00	\$0
<b>Work Description:</b> electrical updates for remodel						
PE190085	10/21/2019	MICETIC, RONALD	18601 CAMBRIDGE BLVD	40-24-14-456-002	\$80.00	\$0
<b>Work Description:</b> new light fixture						
PE190086	10/22/2019	JALEN ROSE	27277 RACKHAM DR	40-24-14-377-014	\$93.00	\$0
<b>Work Description:</b> Electriccal for pool heater						
PE190087	10/23/2019	DEMERLY, SARAH	28050 GOLDENGATE E DR	40-24-13-158-003	\$70.00	\$0
<b>Work Description:</b> Car Charger						
PE190088	10/23/2019	GDOWSKI, ALICE	28635 ELDORADO PL	40-24-14-207-013	\$110.00	\$0
<b>Work Description:</b> A/C and Furance Install						
PE190089	10/23/2019	BYRANT, RENEE	27219 LATHRUP BLVD	40-24-13-357-017	\$95.00	\$0
<b>Work Description:</b> Furance and A/C Install						
PE190090	10/29/2019	HARRIS, YOLANDA D	27424 EVERGREEN RD	40-24-14-306-070	\$85.00	\$0
<b>Work Description:</b> Change of Service						

**Total Permits For Type: 9**  
**Total Fees For Type: \$809.00**  
**Total Const. Value For Type: \$0**

**EXTRA CEMENT PERMIT**

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PEXC-014-19	10/16/2019	PAT & SONS CONSOLIDATED,		40-24-13-360-030	\$80.00	\$0
<b>Work Description:</b> curb cut and approach						

**Total Permits For Type: 1**  
**Total Fees For Type: \$80.00**  
**Total Const. Value For Type: \$0**

## Fence

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PF190019	09/26/2019	O'BRIEN, MICHAEL S	27620 CALIFORNIA SE DR	40-24-13-306-005	\$65.00	\$0
<b>Work Description:</b> Fence Not to exceed 6' in height						
PF190021	10/09/2019	MOORE, MARVA L	27204 MEADOWBROOK WAY	40-24-14-483-007	\$65.00	\$0
<b>Work Description:</b> 6' Vinyl fence Note any chain link fencing must be removed						
PF190022	10/23/2019	MOORHEAD, TERESE M	28288 SUNSET W BLVD	40-24-14-276-005	\$65.00	\$0
<b>Work Description:</b> 6ft vinyl fence Note chain link fences must be removed						
PF190023	10/23/2019	LINDSAY, CHARLES E	27683 RAINBOW CIR	40-24-14-328-006	\$65.00	\$0
<b>Work Description:</b> 4' Ornamental in front						

**Total Permits For Type: 4**  
**Total Fees For Type: \$260.00**  
**Total Const. Value For Type: \$0**

## Mechanical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
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PM190219	10/16/2019	FIRST HOLDING MANAGEME	26600 SOUTHFIELD RD	40-24-24-104-033	\$115.00	\$0
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**Work Description:** A/C & Furance Install

PM190220	10/22/2019	JALEN ROSE	27277 RACKHAM DR	40-24-14-377-014	\$125.00	\$0
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**Work Description:** Pool Heater

PM190221	10/23/2019	GDOWSKI, ALICE	28635 ELDORADO PL	40-24-14-207-013	\$130.00	\$0
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**Work Description:** Furance Install

PM190222	10/23/2019	BYRANT, RENEE	27219 LATHRUP BLVD	40-24-13-357-017	\$100.00	\$0
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**Work Description:** A/C and Furance Install

**Total Permits For Type: 4**  
**Total Fees For Type: \$470.00**  
**Total Const. Value For Type: \$0**

## Outside Refuse Container

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PORC-190009	10/18/2019	BERNARD, DONALD K	26715 LATHRUP BLVD	40-24-24-103-023	\$25.00	\$0

**Work Description:** Dumpster

**Total Permits For Type: 1**  
**Total Fees For Type: \$25.00**  
**Total Const. Value For Type: \$0**

## Plumbing

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PP190046	10/16/2019	ODDO, SHANNON L	18826 SUNNYBROOK AVE	40-24-14-453-009	\$70.00	\$0

**Work Description:** Storm Drain



PP190047	10/17/2019	OLSEN, LEA	18800 SAN DIEGO BLVD	40-24-14-404-013	\$70.00	\$0
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**Work Description:** sump install for basement waterproofing

PP190048	10/18/2019	BERNARD, DONALD K	26715 LATHRUP BLVD	40-24-24-103-023	\$70.00	\$0
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**Work Description:** Bathroom Remod

PP190049	10/18/2019	SANKOLFA HOLDINGS, INC	27330 RED RIVER DR	40-24-14-376-011	\$55.00	\$0
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**Work Description:** plumbing for remod

PP190051	10/28/2019	BERNARD, DONALD K	26715 LATHRUP BLVD	40-24-24-103-023	\$105.00	\$0
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**Work Description:** Plumbing for Bath remod

**Total Permits For Type: 5**  
**Total Fees For Type: \$370.00**  
**Total Const. Value For Type: \$0**

## Sign

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PS190007	09/12/2019	INTERNATIONAL TITLE CLEA	28460 SOUTHFIELD RD	40-99-00-007-022	\$145.00	\$0

**Work Description:** monument sign

**Total Permits For Type: 1**  
**Total Fees For Type: \$145.00**  
**Total Const. Value For Type: \$0**

# Report Summary

Permit.DateIssued Between  
10/1/2019 12:00:00 AM AND  
10/31/2019 11:59:59 PM AND  
Permit.Status = ISSUED

**Grand Total Fees: \$10,018.00**

**Grand Total Permits: 44**  
**Grand Total Const. Value: \$0**

# Enforcements By Category

11/06/19

## FIREWOOD STORAGE

Enforcement Number	Address	Status	Filed	Closed
18851 BUNGALOW DR			10/18/19	
17570 MEADOWOOD AVE			10/28/19	

**Total Firewood Storage Entries: 2**

## INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
18520 SANTA ANN AVE			10/28/19	
26489 MEADOWOOD S CT			10/28/19	

**Total Inoperable Vehicle Entries: 2**

## REFUSE CONTAINER W/O PERM

Enforcement Number	Address	Status	Filed	Closed
27426 MORNINGSIDE PLZ			10/28/19	

**Total Refuse Container w/o Permit Entries: 1**

## TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
28725 BLOOMFIELD DR			10/14/19	

**Total Tall Grass/ Weeds Entries: 1**

## YARD WASTE

Enforcement Number	Address	Status	Filed	Closed
18785 W GLENWOOD BLVD			10/28/19	

# Enforcements By Category

11/06/19

**Total Yard waste Entries: 1**

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**Total Records: 7**

Enforcement.CodeOfficer = Kelda  
London AND  
Enforcement.DateFiled Between  
10/1/2019 12:00:00 AM AND  
10/31/2019 11:59:59 PM

Total Pages2

# Enforcements By Category

11/06/19

## INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
28558	LATHRUP BLVD	Resolved	10/18/19	10/30/19
Red mustang lic # OLFT27 expired in drive				

**Total Inoperable Vehicle Entries: 1**

## ITEMS IN R. O. W.

Enforcement Number	Address	Status	Filed	Closed
26350	MEADOWBROOK WAY	Citation Issued	10/18/19	
Wrote ticket				

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

## PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
18100	W 11 MILE RD	Citation Issued	10/04/19	
dumpster being emptied to early				
28000	SOUTHFIELD RD	Discovered	10/18/19	
Dumpster enclosure damaged with rubbel piled up on back side of it. Weeds through out parking lot in rear				

**Total Property Maintenance Entries: 2**

## TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
28730	SUNSET W BLVD	Citation Issued	10/18/19	
Cargo trailer parked in Driveway Must be removed				

**Total Trailer in Yard Entries: 1**

## WORK W/O A PERMIT

Enforcement Number	Address	Status	Filed	Closed
26715	LATHRUP BLVD	Discovered	10/18/19	10/23/19
Interior remodel no permit				

**Total Work w/o a permit Entries: 1**

# Enforcements By Category

11/06/19

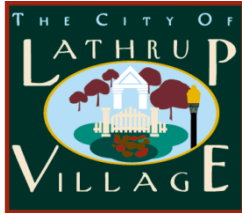
## YARD WASTE

Enforcement Number	Address	Status	Filed	Closed
26221 SOUTHFIELD		Resolved	10/16/19	10/25/19
Trash being placed out for pickup prior to allowable time. TRASH COLLECTION - RESIDENTIALResidential trash collection				
<b>Total Yard waste Entries:</b>				<b>1</b>

**Total Records: 7**

Enforcement.CodeOfficer = Jim  
Wright AND  
Enforcement.DateFiled Between  
10/1/2019 12:00:00 AM AND  
10/31/2019 11:59:59 PM

Total Pages2



A HERITAGE OF GOOD LIVING

**COUNCIL COMMUNICATION:**

TO: Mayor and City Council Members  
FR: Sheryl L. Mitchell, City Administrator  
DA: November 18, 2019

RE: **MOTION TO APPROVE JAGGED FORK APPLICATION FOR CLASS C LIQUOR LICENSE**

Jagged Fork Holdings, LLC submitted an application for a Class C Liquor License for the restaurant located at 28601 Southfield Road.

The Planning Commission held a public hearing on Feb. 26, 2019 and on March 4, 2019, City Council approved the Special Land Use Resolution.

The police department has conducted its background investigation and no issues have been reported.

**Suggested Motion:**

To approve the Application of Jagged Ford Holdings, LLC's Class C Liquor License and authorize to submit the proper documentation to the Michigan Department of Licensing and Regulatory Affairs – Liquor Control Commission.

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

**CITY OF LATHRUP VILLAGE  
LIQUOR LICENSE RESOLUTION**

MOTIONED BY COUNCILPERSON \_\_\_\_\_

SECONDED BY COUNCILPERSON \_\_\_\_\_

The City of Lathrup Village is a home rule City incorporated under the provisions of 1909 Public Act 279 as amended, with principal offices at 27400 Southfield Road, Lathrup Village, Michigan 48076, and

WHEREAS, Jagged Fork Holdings, LLC did apply for approval to use the land within the Village Center Zoning District to allow a sit down restaurant including the sale of alcoholic beverages for consumption on the premises for the property located at 28601 Southfield Road, Lathrup Village, Michigan 48076.

WHEREAS, the City of Lathrup Village Planning Commission did hold a public hearing on February 26, 2019 after proper notice to the public was given as required in Section 7.6 of the Zoning Ordinance. The public hearing was held in the City Council Chambers located at 27400 Southfield Road, Lathrup Village, Michigan 48076. Thereafter, the City of Lathrup Village Council at its meeting of March 4, 2019 approved a Special Land Use Resolution. After commencing the public hearing and considering suggestions and comments of the public and after reviewing the information provided by the applicant and the City staff, and after the analysis of materials presented:

WHEREAS, Jagged Fork Holdings, LLC has applied for and submitted a complete application for approval of a Class C liquor license pursuant to ordinance 18-134.

IT IS THEREFORE RESOLVED, that the City of Lathrup Village Council specifically finds and determines from the materials and information submitted that:

1. That Applicant is allowed to use the property at 26801 Southfield Road, Lathrup Village, Michigan for a sit down restaurant which may include the sale of alcoholic beverages within the premises as controlled by the Michigan Liquor Control Act and for no other use whatsoever other than those specifically allowed in the Village Center Zoning District.
2. The proposal is reasonable when measured against the information contained within the completed application.



IT IS FURTHER RESOLVED that this Resolution is specifically contingent upon the Applicant agreeing by submitting a letter to the City that if a Quota Liquor License is issued from the City of Lathrup Village that said License cannot be removed from the City of Lathrup Village boundaries during the first five years after issuance.

VOTED FOR: \_\_\_\_\_

VOTES AGAINST: \_\_\_\_\_

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

**CERTIFICATION**

I, Yvette Talley, the city clerk of the city of Lathrup Village do hereby certify that the foregoing is a true and complete copy of a resolution duly made and passed by the Lathrup Village City Council at a meeting held on November 18, 2019.

\_\_\_\_\_  
YVETTE TALLEY  
Clerk, Lathrup Village

**CITY OF LATHRUP VILLAGE, MICHIGAN**

**Liquor License Application  
(Questionnaires A & B)**

**RECEIVED**

SEP 19 2019

*SS*

CITY OF LATHRUP VILLAGE

**Lathrup Village Alcoholic Liquor Ordinance**

**RECEIVED**

SEP 18 2019

CITY OF LATHRUP VILLAGE

**Questionnaire A - Applicant Cover Information and Procedures for Liquor License**

The Lathrup Village City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide all required information or attachments could result in delay or denial of liquor license. All Liquor License applications are subject to final approval by the Lathrup Village City Council. Please refer to Lathrup Village Alcoholic Liquor Ordinance, 97-324.

1(a) Name and address of applicant:  
JAGGED FORK HOLDINGS, LLC.  
1241 WOODWARD AVE.  
DETROIT MICHIGAN 48226

1(b) Name and address of business:  
THE JAGGED FORK  
28601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI 48076

NOTE: If the applicant is a partnership, you must include the name and address of each partner, and attach a copy of the partnership agreement. If the applicant is a privately held corporation, you must include the name and address of each corporate officer, member of the board of directors, and/or stockholders. Attach a copy of the articles of incorporation.

(See attached)

2. Type of liquor license applying for (circle all those that apply):

Class C     Resort     Tavern Club     Hotel A B     Quota     Transfer     Microbrewery/Brewpub

Theme of Proposed Business: UPSCALE BREAKFAST + LUNCH  
RESTAURANT

3. Street address and legal description of the property where the liquor license is to be located:

28601 SOUTHFIELD ROAD, LATHRUP VILLAGE, MI 48076

LOT 750, 751, AND 752, LOUISE LATHRUP'S  
CALIFORNIA BUNGALOW SUBDIVISION NO. 2 AS  
RECORDED IN LIBER 21 OF PLATS, PAGE(S) 47, OAKLAND  
COUNTY RECORDS.

**Requirements and Procedures**

1. \_\_\_ Complete the Michigan Liquor Control Commission Application. Contact M.L.C.C. in Lansing at 517-322-1400.
2. \_\_\_ Fully complete the Lathrup Village Liquor License Applications A\_\_\_ B\_\_\_ C\_\_\_
3. \_\_\_ Please review and include with the applicant's initial cover letter, a response to the Lathrup Village Alcoholic Liquor Ordinance, Section 202 *Facilities for which new licenses may be granted.*
4. \_\_\_ Attach a non-refundable application fee of \$500.00, plus \$200.00 for each person with a financial or management interest in the application including, but not limited to, partnership partners, corporate officers, and directors. Please make payable to the City of Lathrup Village.
5. \_\_\_ \*Site Plan (15 copies, signed and sealed by a registered architect/engineer). If the facility is to be located in a proposed building for which site plan approval has not yet been obtained, or in an existing building that is to be remodeled, you must submit a conceptual site plan showing proposed building and the relationship of the building to the surrounding properties and their uses.
6. \_\_\_ \*Building Facade Plan (15 copies, signed and sealed by a registered architect/engineer) - all sides including signage. If the proposed building final site plan has been previously approved by the Building Inspector or by the City Council of the City of Lathrup Village, and there are **NO** changes, then please submit with this application, a letter of verification stating there will be no such changes.
7. \_\_\_ \*Interior Plan with seating arrangement (15 copies, signed and sealed by a registered architect/engineer). If the proposed interior has been previously approved by the City of Lathrup Village Building Official, and there are **NO** changes, then please submit a letter of verification stating there will be no such changes, along with this application.
8. \_\_\_ Proposed Menu (15 menus).
9. \_\_\_ Provide any other information pertinent to the applicant and operation of the proposed facility that may be required by the Lathrup Village Alcoholic Liquor Ordinance.
10. \_\_\_ Provide any other pertinent information required by the Planning and Community Development Department:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*No site plan, building facade plan, interior plan, or any part thereof, may be changed by the applicant once they have received approval in conjunction with the liquor licensing process. Applicant must submit separate plans and fees as required, by other City of Lathrup Village departments and consultants in accordance with standard review procedures, if applicable.

**Questionnaire B - Administrative Background Information for Liquor License**

The Lathrup Village City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide the required information or attachments could result in delay or denial of liquor license. All Liquor License applications are subject to approval by the Lathrup Village City Council.

1. What is the applicant's management experience in the alcohol liquor business? APPLICANTS CURRENTLY OWN AND OPERATE 3  
OTHER BRANCH LOCATIONS THAT SERVE ALCOHOL  
LOCATED IN DETROIT, GROSSE POINTE FARMS &  
ROCHESTER HILLS.
2. What is the applicant's general business management experience? APPLICANTS  
CURRENTLY OWN AND OPERATE 4 BRANCH  
RESTAURANTS IN THE METRO DETROIT AREA AND  
HAVE A COMBINED 50+ YEARS IN MANAGING  
RESTAURANTS.
3. What is the applicant's general business reputation? APPLICANTS HAVE  
A REPUTATION OF BEING AN UPGRADE, FAMILY  
FRIENDLY BRUNCH DESTINATION SPOT.  
(SEE ATTACHED ACCOLADES)
4. What is the applicant's moral character? APPLICANTS HAVE &  
CONTINUE TO MAINTAIN A GOOD MORAL CHARACTER.  
APPLICANTS ARE EQUAL OPPORTUNITY EMPLOYERS  
AND HAVE A DIVERSE CUSTOMER BASE. APPLICANTS  
RESTAURANTS ARE FAMILY FRIENDLY & OFFER SOMETHING  
FOR EVERYONE.
5. What is the applicant's financial status and ability to build and/or operate the proposed facility on which the proposed liquor license is to be located? APPLICANTS OWN THE  
BUILDING IN LATHRUP VILLAGE AND HAVE PAID  
CASH FOR THE BUSINESS AND ALL RENOVATIONS,  
EQUIPMENT AND FIXTURES.
6. What is the applicant's past criminal convictions involving moral turpitude, violence or alcoholic liquors? STAVROS ADAMOPOULOS CHARGED WITH  
D.U.I. AND PLED TO D.U.I. OCTOBER 2014

B-1

7. Does the applicant use alcoholic beverages to excess? NO. THE INTENTION IS NOT TO OPERATE A LOCAL "WATERING HOLE"  
THE INTENT IS TO OFFER AN ALCOHOLIC BEVERAGE WITH ONE'S BRUNCH. CUSTOMERS MOST OFTEN CONSUME 1 BEVERAGE PER VISIT, 2 AT MOST.

8. What is the effect that the issuance of a license would have upon the economic development of the surrounding area? THE AREA IS IN NEED OF A BRUNCH LOCATION. WITH SO MANY LOCAL BUSINESSES AND LARGE OFFICES, APPLICANT WILL OFFER AN UPSCALE BRUNCH SPOT TO ENTERTAIN CLIENTS, MEET FRIENDS/FAMILY. THE REVENUE ON A LICENSE WILL HELP MAKE  
(CONTINUED ATTACHED)

9. What effect would the issuance of a license have on the health, welfare and safety of the general public? NONE. THE HEALTH, SAFETY AND WELFARE OF THE GENERAL PUBLIC WILL REMAIN THE SAME.

10. Has the applicant received responses from the police department, building department and/or fire department with regard to the proposed facility? BUILDING DEPARTMENT IS AWARE OF APPLICANTS INTENT TO SERVE ALCOHOL, AND APPLICANT HAS RECEIVED A SPECIAL LAND USE PERMIT.

11. What is the public need or convenience for issuance of a liquor license for this facility at the proposed location? THERE IS A NEED FOR A FRESH, HEALTHY AND UPSCALE BRUNCH SPOT IN THE AREA, WITH A LIQUOR LICENSE, APPLICANT WILL BE ABLE TO OFFER ALCOHOL TO ITS CUSTOMERS TO ENHANCE THEIR DINING EXPERIENCE.

12. What is the uniqueness of the proposed facility when contrasted against other existing or proposed facilities and the compatibility of the proposed facility to surrounding architecture and land use? APPLICANTS OFFER A UNIQUE DINING EXPERIENCE LIKE NO OTHER IN THE AREA. THE FACILITY WILL CONFORM TO SURROUNDING ARCHITECTURE AND LAND USE.

13. Does the facility to which the proposed liquor license is to be issued comply with the applicable building, plumbing, electrical and fire prevention codes and zoning statutes and ordinances applicable in the City? (Has applicant received information from these departments?)

YES. APPLICANT HAS COMPLIED WITH ALL APPLICABLE CODES, STATUTES AND ORDINANCES. APPLICANTS HAVE RECEIVED ALL NECESSARY INSPECTIONS AND APPROVALS TO DATE.

14. What effect will the facility to which the proposed license is to be issued have upon vehicular and pedestrian traffic in the area?

APPLICANTS OTHER LOCATIONS HAVE A REPUTATION OF BEING BUSY. VEHICULAR AND PEDESTRIAN TRAFFIC, HOWEVER, WILL NOT BE HEAVILY IMPACTED. APPLICANT HOPES TO BRING INCREASED ACTIVITY TO THE AREA BY BRINGING IN INCREASED CUSTOMER TRAFFIC TO THE AREA.

15. What is the proximity of the proposed business facilities to other similarly situated licensed liquor facilities?

THERE IS NOT AN ABUNDANCE OF ALCOHOL SERVING RESTAURANTS IN THE AREA, SO APPLICANTS BUSINESS WOULD BE A WELCOMED ADDITION TO THE AREA.

16. What is the proximity of the proposed facility to complimentary uses such as office and commercial development?

APPLICANTS FACILITY IS VERY CLOSE TO OFFICES AND OTHER LOCAL BUSINESSES. APPLICANT PROVIDES A GREAT FACILITY FOR CORPORATE MEETINGS, ENTERTAINING CLIENTS AND/OR MEETING COLLEAGUES.

17. What effect would the proposed facility have upon the surrounding neighborhood and/or business establishments, including impacts upon residential areas, church and school districts?

NONE. APPLICANT IS A FAMILY FRIENDLY, ALL INCLUSIVE ESTABLISHMENT. APPLICANT CATERES TO PEOPLE OF ALL AGES, DIETARY RESTRICTIONS AND THE LIKE. THERE WILL BE NO NEGATIVE IMPACT TO THE AREA.

18. What proposed or actual commitments are being made by the applicant to establish permanency in the community?

APPLICANT PURCHASED THE BUILDING WHERE IT PLANS TO OPERATE. APPLICANT HAS ALSO USED ITS SOCIAL MEDIA TO ANNOUNCE THIS NEW LOCATION AND WAS ON FOX 2 NEWS ANNOUNCING THIS NEW LOCATION. THE EXTENSIVE RENOVEL IS ALMOST COMPLETE.

19. What utilities are available to serve the facility? ALL.

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20. What other factors should Council consider? THE PREVIOUS OWNERS WERE IN VIOLATION OF THE SPECIAL LAND USE CONDITIONS, AND APPLICANT HAS GONE ABOVE AND BEYOND TO CURE SAID VIOLATIONS AND BRING THE FACILITY INTO CONFORMING USE.

**\*\*NOTE:** Please respond to the requirements of Section 202(a)...Facilities for which new licenses may be granted (page 2 of attached Ordinance 97-324) in your initial submittal and/or cover letter.

**\*\*NOTE:** Once "initial action by Council has been taken (Sec. 202(g), the applicant will be required to provide additional information as called for in 202(j) (page 7, Ordinance 97-324).

**\*\*NOTE:** Applicant must also file for and complete a Special Land Use Application pursuant to Chapters 24 and 16 of the Zoning Ordinance.



Page B-2 Continued

Question 8 – the experience even better by allowing Applicant to offer alcoholic beverages to its customers. Alcohol service has increased Applicant’s gross sales and customer traffic at its other locations. Increased sales and customer traffic will benefit all businesses in the area.

Liquor License Questionnaire

VII. BUSINESS EXPERIENCE

- 1. Have you ever had a liquor license (On-Premises or Off-Premises) in Michigan or any other state? If yes, answer the following questions:

Name of Licensee(s) THOMAS TEKNOS, STAVROS ADAMOPOULOS, FRANCESCO ADAMOPOULOS, CHRISTINA ADAMOPOULOS
Company or Corporation Name TEK-ADAMS FOODS, LLC

Doing Business As (Assumed Name) THE HUDSON CAFE

Type of License CLASS C w/ SUNDAY SALES

Dates of License (Start to Finish) MAY 2012 - PRESENT

Full Address 1241 WOODWARD AVE, DETROIT, MI 48226

List all violations of liquor laws: N/A

Date

Disposition of violation

- 2. Was license ever suspended or revoked? NO If yes, explain circumstances.
3. If you had more than one previous liquor license, use a separate sheet of paper for each license and follow the above format to answer the same questions. SEE ATTACHED

4. Business Name JAGGED FORK HOLDINGS, LLC

Business Address 28601 SOUTHFIELD ROAD (Number and Street)

LATHRUP VILLAGE, MICHIGAN 48076 (City) (State) (Zip)

Business Telephone Number 313 410-6400

- 5. List all stockholders: THOMAS TEKNOS, STAVROS ADAMOPOULOS, FRANCESCO ADAMOPOULOS

**Liquor License Questionnaire**

6. Have you ever been refused a liquor license in Michigan or any other State? If yes, give details:

NO.

7. Explain what qualifies you as being experienced in management of an alcoholic liquor business and management in general. List all pertinent information regarding your experience.

GRADUATE OF FRENCH CULINARY INST. OF MANHATTAN MANAGEMENT PROGRAM ALSO YEARS OF CONTINUED SUCCESS AT OTHER LOCATIONS

8. Check the type of entity applying for license:

Individual  Partnership  Limited Partnership

Public Corporation  Private Corporation

Other (explain)  LIMITED LIABILITY COMPANY

How long have you been doing business at your current business address? CURRENTLY REMODELING

How long have you been doing business in Michigan? 8 YEARS

List all business addresses for the last ten (10) years where applicable. SEE ATTACHED

9. BUSINESS INFORMATION AND FINANCIAL STATEMENT

A. Land Owned By: Deed  Mortgage  Land Contract

Lease  Option

Name: HUNTINGTON BANK

Address: 800 S. MAIN STREET, ROYAL OAK, MI 48067

**Liquor License Questionnaire**

3) City of Lathrup Village Council if a Special Use Permit is required?  
List date of Approval 2-26-19

4) Local Health Department if On-Premises license is being sought?  
List date of Approval NOT YET

List Agency issued by \_\_\_\_\_  
Attach copy of certificate.

5) For Occupancy? If yes, list date Occupancy Permit issued NOT YET

What is the approved capacity? N/A

If not approved, give approximate capacity TBD

P. 1) Do you intend to have dancing or entertainment at your business? NO

If yes, describe size of dance floor and type of entertainment to be provided.

2) If the entertainment permit is being sought, answer the following questions: N/A

(a) Type of entertainment?

(b) Are dressing rooms required for the type of entertainment that is being requested?

(c) Are adequate dressing rooms provided for each sex, other than restrooms, public rooms, kitchens or other similar areas for the changing of clothes by the entertainers?

(d) Are acts secured through a booking agent? List the name, address and telephone number of the booking agent.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Liquor License Questionnaire**

(e) Give the size and location of the stage (if any): **N/A**

If no stage, in what section of the premises do entertainers perform?

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(f) Do you plan to have coin operated amusement devices on the premises such as video games, pool tables, juke boxes, etc.? **N/A**

If yes, please specify the type and number of such devices.

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(g) Are gas pumps located on the premise or directly adjacent to your proposed business? If yes, explain: **NO.**

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Liquor License Questionnaire

IMPORTANT: ANY QUESTIONS IN THIS QUESTIONNAIRE ANSWERED FALSELY WILL RESULT IN THE IMMEDIATE REJECTION OF YOUR LIQUOR LICENSE APPLICATION OR REVOCATION OF YOUR LIQUOR LICENSE.

Signature of Applicant FM  
Date 9/16/19  
Address 10411 IRVING AVE.  
City ROYAL OAK State MI zip 48067

State of Michigan, County of Oakland.

On this 16 day of September, 19 2019, before me personally appeared Thomas Tehnos who being duly sworn, says that he/she signed the above questionnaire consisting of twenty pages and that the statements contained therein are true.

[Signature]  
Notary Public, County of  
State of Michigan

My commission Expires 01-03-2026

BLAKE HARE  
NOTARY PUBLIC - MICHIGAN  
OAKLAND COUNTY  
MY COMMISSION EXPIRES 01/03/2026  
ACTING IN OAKLAND COUNTY

Liquor License Questionnaire

VII. BUSINESS EXPERIENCE

- 1. Have you ever had a liquor license (On-Premises or Off-Premises) in Michigan or any other state? If yes, answer the following questions:

Name of Licensee(s) Class C

Company or Corporation Name Free EST Foods

Doing Business As (Assumed Name) The Jagged Fork

Type of License Class C

Dates of License (Start to Finish) 3/1/15

Full Address 18480 Mach Ave Cross Pointe Farms MI 48236

List all violations of liquor laws:

Date None

Disposition of violation None

- 2. Was license ever suspended or revoked? If yes, explain circumstances.
3. If you had more than one previous liquor license, use a separate sheet of paper for each license and follow the above format to answer the same questions.

4. Business Name The Hudson Cafe / The Jagged Fork

Business Address 188 Adams Rd Rochester Mills / 1241 Woodward (Number and Street)

(City) (State) (Zip)

Business Telephone Number( )

- 5. List all stockholders: Radu Triton, Tom Teknis, Stavros Adamopoulos, Francesco Adamopoulos, Christina Adamopoulos

Liquor License Questionnaire

IMPORTANT: ANY QUESTIONS IN THIS QUESTIONNAIRE ANSWERED FALSELY WILL RESULT IN THE IMMEDIATE REJECTION OF YOUR LIQUOR LICENSE APPLICATION OR REVOCATION OF YOUR LIQUOR LICENSE.

Signature of Applicant [Signature]

Date 9/10/19

Address 101 Carry Unit 606

City Royal Oak

State Mi

Zip 48067

State of Michigan, County of Wayne.

On this 10<sup>th</sup> day of September, 19 2019, before me personally appeared Francesco Adamopoulos who being duly sworn, says that he/she signed the above questionnaire consisting of twenty pages and that the statements contained therein are true.

Leopn Makenna

Notary Public, County of macomb  
State of Michigan

My commission Expires 7/08/2022





Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the City of Lathrup Village council/board
called to order by on Nov 18, 2019 at 7:00pm
the following resolution was offered:

Moved by and supported by
that the application from Jagged Fork Holdings, LLC
for the following license(s): Class C Liquor License

to be located at: 28601 Southfield Road, Lathrup Village, MI 48076

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility:

It is the consensus of this body that it this application be considered for
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are

Vote

Yeas: \_\_\_\_\_
Nays: \_\_\_\_\_
Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Lathrup Vill
council/board at a Regular meeting held on November 18, 2019

Yvette Talley
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

**CITY OF LATHRUP VILLAGE  
SPECIAL LAND USE RESOLUTION**

MOTIONED BY COUNCILPERSON Kantor

SECONDED BY COUNCILPERSON Ferguson

That a grant of a special land use permit to Jagged Fork Holdings LLC for the property located at 28601 Southfield Road, Lathrup Village, Michigan 48076 is approved and that the resolution hereafter be adopted.

The City of Lathrup Village is a home rule City incorporated under the provisions of 1909 Public Act 279 as amended, with principal offices at 27400 Southfield Road, Lathrup Village, Michigan 48076, and

WHEREAS, Jagged Fork Holdings, LLC did apply for approval to use the land within the Village Center Zoning District to allow a sit down restaurant including the sale of alcoholic beverages for consumption on the premises for the property located at 28601 Southfield Road, Lathrup Village, Michigan 48076.

WHEREAS, the City of Lathrup Village Planning Commission did hold a public hearing on February 26, 2019 after proper notice to the public was given as required in Section 7.6 of the Zoning Ordinance. The public hearing was held in the City Council Chambers located at 27400 Southfield Road, Lathrup Village, Michigan 48076. Thereafter, the City of Lathrup Village Council at its meeting of March 4, 2019 approved this Special Land Use Resolution. After commencing the public hearing and considering suggestions and comments of the public and after reviewing the information provided by the applicant and the City staff, and after the analysis of materials presented:

IT IS THEREFORE RESOLVED, that the City of Lathrup Village Council specifically finds and determines from the materials and information submitted that:

1. That Applicant is allowed to use the property at 26801 Southfield Road, Lathrup Village, Michigan for a sit down restaurant which may include the sale of alcoholic beverages within the premises as controlled by the Michigan Liquor Control Act and for no other use whatsoever other than those specifically allowed in the Village Center Zoning District.
2. The use is a "reasonable use" (As defined in Section 2.2 of the Zoning Code) for this location.

3. The use does conform to all of the other regulations of the zoning ordinance and other ordinances of this City.
4. The location, intensity and periods of operation of the use are such that they will likely eliminate any reasonable likelihood that the use will be, cause or create a public or private nuisance in fact.
5. The use, where proposed, will not be inconsistent with the spirit and purpose of the zoning ordinance nor contrary to the principles of solid community planning.
6. The use is of such a character and will be so arranged on the site so as not to cause or create adverse affect on neighboring properties or the community at large by reason of noise, dust, dirt, glare, odor, fumes, pedestrian or vehicular, or other factors discernible to the human senses beyond those customarily resulting in the uses permitted in the same zoning district.
7. The use will not diminish the fair market value of neighboring lands or buildings to any substantial or significant degree.
8. The site design and proposed manner of operation for the use will provide for the maximum reasonable and feasible enhancement of the environment of the surrounding area considering the provisions for buffering, landscaping, and other site amenities over and above the minimum requirements of the zoning ordinance.
9. The applicant has demonstrated a quantifiable need for the proposed use within the City of Lathrup Village and the surrounding area.

The above findings being made as a requirement of Section 6.2.10. of the Zoning Ordinance and;

IT IS FURTHER RESOLVED that the following conditions are imposed on this special land use approval as permitted by Article 6 Section 6.2, the City of Lathrup Village Zoning Ordinance.

- a. That the land regulated by this Special Land Use Resolution shall be developed, occupied, utilized and maintained for a sit down restaurant which may include the sale of alcoholic beverages within the premises as controlled by the Michigan Liquor Control Act and for no other use whatsoever other than those specifically allowed in the Village Center Zoning District.

- b. The hours of operation for the business during which it may be opened to the public shall be from 8:00 a.m. to 3:00 p.m.
- c. The applicant will strictly enforce, advise, and not allow any customers visiting their premises to park in any fire lane.
- d. The business and the building in which the business is located shall at no time have any delinquency to the City of Lathrup Village for any required permits or licenses or for any tax, assessments or fees levied on the business or the premises.
- e. The business and the building in which the business is located must at all times meet current building and safety codes and be in compliance with all ordinances of the City of Lathrup Village and statutes of the State of Michigan.
- f. The occupancy limit of the building shall be limited to the approved number of occupants set by the Fire Marshall.
- g. The business will adhere to the City of Lathrup Village Southfield Corridor Design Guidelines for the exterior of the building and will maintain the landscaping and signage as required by City ordinances.
- h. This Special Land Use Resolution shall only be valid for the applicant Jagged Fork Holdings, LLC. Any other entity or tenant desiring to continue the same use must apply for new special land use permit to the City of Lathrup Village.
- i. That the Applicant and/or its agents and employees shall not sell alcohol to any minor or to a visibly intoxicated person in violation of State law. And, the Applicant voluntarily agrees to consent to undercover operations by any police agency to investigate any illegal sales activities.
- j. If the business shall cook, in any manner, food within the premises, it shall provide a concealed roof top air purification system which will substantially limit the odor leaving the premises to the best standard of the industry using the activated carbon product method or such other similar method as approved by the Building Official.
- k. The business shall provide a trash compaction system as approved by the Building Official with a minimum of twice a week refuse pick-up which must be verified in writing to the Building Official.

- l. If there is any cooking, of any kind, within the premises, the business shall provide and maintain an interior grease capture system and there shall be no outside storage of grease in containers of any type.
- m. The business shall not clean any equipment outside of the building.
- n. This Special Land Use Resolution is specifically contingent upon final approval of the site plan by the City of Lathrup Village Planning Commission and of the interior building plans by the City of Lathrup Village Building Official.
- o. This Special Land Use Resolution is specifically contingent upon the Applicant, or a legal entity owned by the Applicant, from obtaining a Class C Quota License from the City of Lathrup Village with subsequent approval by the Michigan Liquor Control Commission or the approved transfer of a Class C Liquor License with approval by the Michigan Liquor Control Commission and the City of Lathrup Village Council. Further, the Applicant must agree by submitting a letter to the City that if a Quota Liquor License is issued from the City of Lathrup Village that said License cannot be removed from the City of Lathrup Village boundaries during the first five years after issuance.
- p. The site will be maintained and be free from rubbish on a daily basis.
- q. The site improvements identified by the City Planner, identified in their February 18, 2019 correspondence (attached hereto) are to be completed, including but not limited to: 1) Screening the dumpster and grease containers; 2) replacing dead landscaping in the front and side yards; 3) removing concrete on the west side of the parking area and replacing it with landscaping; and 4) repositioning the concrete bumper blocks and maintaining in the appropriate position.
- r. Failure upon the part of the applicant, its successors, grantees or assigns for any condition of this special land use resolution shall constitute the commission of a nuisance per se under the provisions of the City of Lathrup Village Zoning Ordinance and under the provisions of the statutes of the state of Michigan as they currently exist or may subsequently be amended.
- s. Further, the failure upon the part of the applicant, its successors, grantees or assigns for any condition of the Special Land Use Resolution contained herein shall cause the City Council of Lathrup

Village to call a hearing, within fourteen (14) days notice to the applicant, and at said hearing, the City Council shall determine whether the applicant has violated any term of this Special Land Use Resolution and, if so, whether the Special Land Use should be revoked.

VOTED FOR: Ferguson, Garrett, Kantor, Siddiqi, Stallings

VOTES AGAINST: None

ABSENT: None

**CERTIFICATION**

I, Yvette Talley, the city clerk of the city of Lathrup Village do hereby certify that the foregoing is a true and complete copy of a resolution duly made and passed by the Lathrup Village City Council at a meeting held on March, 4 2019.

  
\_\_\_\_\_  
YVETTE TALLEY  
Clerk, Lathrup Village

**CITY OF LATHRUP VILLAGE**  
**ETHICS AND CODE OF CONDUCT**

17.01 Ethics and Code of Conduct

Each employee, official, or volunteer is required to conduct him/herself efficiently and in a professional manner at all times. No employee, official or volunteer of the City shall:

1. Use their public office or employment for private gain;
2. Give preferential treatment to any organization or person except as expressly permitted by law, ordinance, resolution or policy;
3. Impede government efficiency or economy for personal gain or profit;
4. Engage in private or other public employment or render services for private or other public interests when such employment or service is incompatible with the proper discharge of his/her duties of the City;
5. Expend public funds unlawfully or without proper authorization;
6. Verbally, physically or psychologically abuse any citizen, elected official, supplier, vendor, guest or co-worker;
7. Be insubordinate, or refuse to carry out work assignments or day-to-day instructions pertaining to the job which are properly issued by the employee's immediate Supervisor;
8. Be excessively absent or tardy;
9. Work or report for work under the influence of alcohol or unlawful drugs, and/or possess alcohol or unlawful drugs on the premises of the City;
10. Falsify or misuse City forms, records or reports, including time sheets and employment applications;
11. Steal, misappropriate, remove, abuse, destruct, or misuse property belonging to the City or another employee. The City reserves the right to inspect all City offices, desks, files, vehicles and packages;
12. Fail to return from an authorized leave of absence or vacation at the designated time;
13. Discriminate against or harass others;
14. Possess weapons, firearms or explosives on City property (except for law enforcement officers);
15. Disclose or misuse confidential information;
16. Fail to maintain proper grooming, dress cleanliness and hygiene.
17. Misrepresent time worked;
18. Gamble on City property;
19. Engage in fraud, embezzlement, misrepresentation or any other act of dishonesty;
20. Engage in any conduct which reflects adversely on the City



**Action Request**

**COUNCIL COMMUNICATION:**

**TO:** Mayor Mykale Garrett and City Council Members

**FROM:** Dr. Sheryl Mitchell, City Administrator

**DATE:** November 18, 2019

**RE: MOTION TO ADOPT A RESOLUTION FOR THE USE OF THE 2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

The City of Lathrup Village is allocated funds from the Community Development Block Grant Program. Attached is a proposed resolution outlining proposed expenditures for 2020 as listed below.

**Program Year 2020**

**City Allotment:** \$7,000

**Proposed Use:** \$7,000

**Reasoning:** Entire allotment will be used to provide transportation services.

**Suggested Motion:**

**Adopt the attached Resolution for the use of 2020 CDBG Funds.**

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



**CITY OF LATHRUP VILLAGE**

**RESOLUTION**

**ADOPTED ON: November 18, 2019**

**WHEREAS**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

**WHEREAS**, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

**WHEREAS**, the City of Lathrup Village has duly advertised and conducted a public hearing as follows:

Mayor Garrett opened the Public Hearing at \_\_\_\_\_

Public Comments:

Mayor Garrett closed the Public Hearing at \_\_\_\_\_

on November 18, 2019 to receive public comments regarding the proposed use of PY 2019 Community Development Block Grant funds (CDBG) in the approximate amount of \$7,000, and

**WHEREAS**, the City of Lathrup Village found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Remove Architectural Barriers - #172170-731619

Project Amount - \$7,000

Remove architectural barriers at the front counters of the Administration and Police Departments.

**THEREFORE, BE IT RESOLVED**, that the City of Lathrup Village CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

Yes:

No:

Absent:

Motion carried.

\_\_\_\_\_  
Mykale Garrett, Mayor

I, **Yvette Talley**, City Clerk for the City of Lathrup Village, Oakland County, MI do hereby certify that the above is a true copy of a resolution adopted by the City Council at a meeting held on November 18, 2019.

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Yvette Talley, City Clerk



**COUNCIL COMMUNICATION:**

TO: Mayor Garrett and City Council Members  
FR: Sheryl L. Mitchell, City Administrator  
DA: November 19, 2019

RE: **MOTION TO ADOPT 2020 LATHRUP VILLAGE FEE SCHEDULE**

After consulting with the Building Official and staff, the attached amendments to the Fee Schedule is being recommended.

Highlights:

- Clerk/FOIA – added fee for copies on electronic media
- Film Permit Applications – removed this section
- Police
  - vehicle impound increased \$5 (from \$20 to \$25)
  - reduced Parade permit from \$165 to \$100
  - Included: VIN Inspection/Salvage Title \$20
  - Added Alarm Registration (\$20) and Alarm Renewal (\$5)
  - Added multiple false alarms (\$100)
  - Revised Gun Permits – no fee
  - Included Alarm Registration (\$20), Renewal (\$5) and Multiple False Alarms (\$100)
- Permit Fees
  - added construction cost schedule
  - accessory structures increased from \$65 to \$80
  - Changes in electrical service permit fees
  - Added \$40 fee for missed appointments/rescheduling
  - Electrical appliance permits increased from \$15 to \$25
  - Increase fees for generators, by residential (\$80) or commercial (\$100)

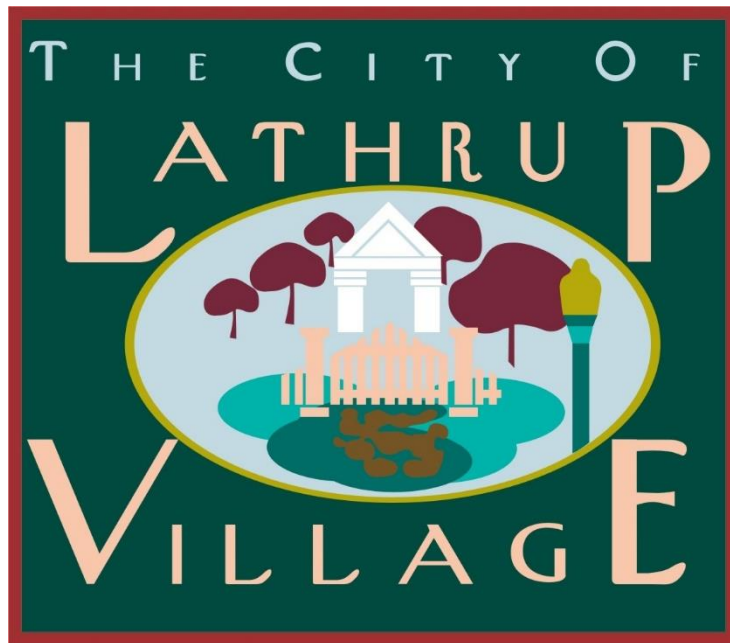
**Suggested Motion:**

To approve the Lathrup Village Fee Schedule with an effective date of January 1, 2020.

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

# CITY OF LATHRUP VILLAGE

## FEE SCHEDULE



A HERITAGE OF GOOD LIVING

Adopted \_\_\_\_\_, 2019

Effective, January 1, 2020

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# CITY OF LATHRUP VILLAGE

## PLANNING & ZONING FEES

ADOPTED OCTOBER 24, 2019

<i>Planning Review Fees</i>	
<b>Application Type</b>	<b>New Fee</b>
Lot Split	\$400 + \$10/lot
Rezoning	\$895 plus \$15/acre over 10
Special Land Use Request	\$1,750
Multi-Family Site Plan Review	\$1,225 + \$1/unit
Commercial Site Plan Review	\$1,300
Engineering Plan Review	\$500
Planned Unit Development	\$1,000 plus \$100/acre or fraction thereof
Administrative Review	\$250
<i>Zoning Board of Review</i>	
Commercial (Dimensional)	\$500 for 1st variance; \$150/additional variance on the same site
Residential (Dimensional)	\$300 for 1st variance; \$100/additional variance on the same site.
Use Variance	\$850
Extra Pre-Application Meeting	\$300

# CITY CLERK FEES

<u>AUDIT REPORT</u>	\$ 25.00
<u>BUDGET BOOKLET</u>	\$ .50/pp
<u>FREEDOM OF INFORMATION ACT REQUEST (FOIA)</u>	
For hard and/or email copies	\$ .10 pp + hourly rate
Additional cost for copies on electronic media (CD, disk, drive)	\$20.00
Please see the City's FOIA Policy For Additional Information	
<u>MUNICIPAL REFERENCE BOOKS</u>	
➤ City Charter	\$ 5.00
➤ Municipal Code of Ordinances (not bound)	\$ 75.00
➤ Municipal Code of Ordinances (bound)	\$ 125.00
➤ Zoning Book	\$ 25.00
<u>NOTARY SERVICE</u>	\$ 10.00
<u>PRECINCT MAP/CITY MAP</u>	\$ 2.00
<u>VOTER REGISTRATION</u>	
➤ List	\$ 30.00
➤ Labels	\$ 35.00
➤ CD or Memory Stick	\$ 50.00

# Licenses and Registrations

## BUSINESS LICENSE

- New \$ 55.00
- Renewal (on or before March 1<sup>st</sup>) \$ 25.00
- Late Fee \$ 45.00

## GARAGE SALE

- 2 Signs \$ 5.00
- 3 Signs \$ 7.00

## HANDBILL DISTRIBUTION LICENSE

- Application fee \$ 25.00 plus
- Per Day \$ 5.00
- Per Week \$ 10.00
- Per Year \$ 50.00

## LIQUOR LICENSE APPLICATION

- Plus per person with management or financial interest \$ 200.00

## PEDDLERS, SOLICITORS & TRANSIENT MERCHANTS

- Application fee \$ 25.00 plus
- One year license \$ 25.00
- 90 day Registration for Independent Individual or Group \$ 15.00
- 90 day Registration for each individual in a group \$ 5.00/per person
- Charitable Solicitors no fee, must register

## PET LICENSE

- Dog or Cat \$ 6 until March 1st  
\$11 thereafter

## RESIDENTIAL& COMMERCIAL RENTAL LICENSING

- Prior to Occupancy \$ 75.00\*
  - After Occupancy \$ 100.00\*
  - Re-inspection \$ 40.00
- \*Both fees include cost of initial inspection

## VACANT PROPERTY REGISTRATION

\$200.00 Annually

# DEPARTMENT OF PUBLIC SERVICE

## RECYCLING BIN

\$ 12.00

## OUTSIDE REFUSE CONTAINERS (1-day)

\$ 25.00 with \$50 Bond

\*Applies to roll-off dumpsters and storage containers (SAM, PODs, etc.)



# WATER DEPARTMENT

## WATER SERVICE

➤ WATER SHUTOFF/RESTORATION FOR NON-PAYMENT:	\$ 50.00
➤ REMOVE/REPLACE METER FOR WINTER:	\$ 50.00
➤ METER TEST:	\$ 25.00, first time is free
➤ WATER METER REPLACEMENT/INSTALLATION	
<u>Meter Size</u>	<u>Installation Cost</u>
5/8 Inch	\$ 180.00
3/4 Inch	\$ 235.00
1 Inch	\$ 310.00
1 ½ Inch	\$ 595.00
2 Inch	\$ 730.00
➤ PENALTY FOR LATE WATER BILL PAYMENT	10% of Overdue Bill

# FINANCE DEPARTMENT

<u>RETURNED CHECK FEE</u>	\$ 50.00
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# POLICE & FIRE FEES

## FIRE DIVISION

248.796 5700

Southfield Fire Inspector

- For Fire Alarm Permit & Inspections
- Fire Suppression Permit & Inspections

## PATROL DIVISION

- |                           |                                   |
|---------------------------|-----------------------------------|
| ➤ Vehicle Impound Release | \$ 25.00                          |
| ➤ Adm. Warrant Fee        | \$ 10.00 (All Warrant Situations) |

## RECORDS BUREAU

- |   |          |
|---|----------|
| ➤ Accident Reports  | \$ 10.00 |
| ➤ Incident Reports  | \$ 10.00 |
| ➤ VIN Inspection / Salvage Title  | \$ 20.00 |
| ➤ Vehicle Impound Release Form  | \$ 20.00 |
| ➤ Police Clearance Letter   | \$ 10.00 |
| ➤ Gun Permits   | \$ 0.00  |
| ➤ Parade, Athletic Event and Public Assembly Permit<br>(Per Ordinance 399-08) | \$100.00 |
| ➤ Court Ordered Preliminary Breath Test (PBT)                                 | \$ 20.00 |

## ALARM

- |   |          |
|---|----------|
| ➤ Alarm Registration Form (in effect for 3 years)                                 | \$ 20.00 |
| ➤ Alarm Registration Renewal  | \$ 5.00  |
| ➤ Excessive False Alarms (more than 3 in 12 months)<br>(per City Code Sec. 26-29) | \$100.00 |

# BUILDING AND CODE ENFORCEMENT

## GENERAL FEES

<u>LICENSING AND REGISTRATION FEE</u>	\$ 15.00
<u>COMMERCIAL INSPECTION</u>	\$ 75.00/per unit
<u>INSPECTION FEE</u>	\$ 40.00/each
<u>RENEWALS</u>	\$25.00

Any permit issued shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after time to commencing the work.

### PERMIT CANCELLATION REFUND

- Before Work Begins 50% of permit fee returned
- After Work Begins 0% of permit fees returned

**MISSED APPOINTMENT** – with the Building Official or inspectors are subject to a \$40.00 fee for rescheduling.

### **DOUBLE FEE**

Work started prior to obtaining a permit will be charged at "double fee" rates.

NUISANCE CUT \$ 160.00 per hour\*  
\*calculated in 15 minutes increments

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# BUILDING AND CODE ENFORCEMENT

## MISCELLANEOUS PERMITS

NOTE: Time permits, rough inspections, sign inspections, special inspections, and fire alarm fees will be computed separately and not in combination.

### DEMOLITION (exterior)

➤ Residential	\$ 300.00
➤ Commercial	\$ 1,000.00
➤ Plus CASH bond	\$ 1,000.00

### EXTRA CEMENT PERMITS

Sidewalk (Right of Way sidewalk only)	\$.10 per linear ft (\$10.00 min)
Approach	\$40.00
Culvert	\$40.00
Inspections	\$40.00

### RIGHT-OF-WAY

<u>Construction Cost</u>	<u>Deposit (% of construction cost)</u>
0 - \$25,000	\$1,250 minimum
\$25,000 - \$100,000	\$1,250+ 4% of amt. over \$25,000
\$100,000 - \$250,000	\$4,250+ 3.5% of amt. over \$100,000
Over \$250,000	\$9,500+ 3% of amt. over \$250,000

\*Separate applications must be completed and submitted for each location

### SIGNS

➤ Permanent Signs	
Up To \$1,000.00	\$ 55.00
\$1,001.00 and above	\$ 110.00
➤ Temporary Signs	
(14 day maximum, per event)	\$ 15.00

### SOIL EROSION

Issued by Oakland County

### SWIMMING POOLS AND HOT TUBS

➤ Portable-Above Ground	\$ 50.00
➤ In-Ground, Built in	\$ 110.00

### TELECOMMUNICATIONS PERMIT

\$ 500.00

## **BUILDING PERMIT FEES**

APPLICATION REVIEW \$ 50.00

PLAN REVIEW \$75.00 Minimum or Twenty (20%) percent of the permit fee

### BOND- PERFORMANCE / CLEAN-UP

Rates may be increased or decreased at the discretion of the Building Official. Bonds will be forfeited for failing to comply with applicable regulations, upon suspension of the permit or to pay uncollected fees. Bonds unclaimed by written consent within one year of final inspection will be forfeited.

- Residential in ground pools \$ 250.00
- Residential new structures or additions
  - Under \$ 1,000.00 \$ 100.00
  - \$1,000 - \$10,000 \$ 150.00
  - Over \$10,000 2% of cost
- Multi-family (per building) \$ 5,000.00
- Sign erection or alteration \$ 50.00
- Commercial new structures and alterations
  - Under \$ 1,000.00 \$ 100.00
  - \$1,000 - \$10,000 \$ 150.00
  - Over \$10,000 2% of cost

# Building Permit Fees

## CONSTRUCTION COST SCHEDULE

The International Code Council square foot construction cost table is to be used with the City of Lathrup Village Building Permit and Plan Review Fee Schedules for computation of total cost of construction improvement.

The building permit and plan review fees are based on the estimated construction value as calculated in accordance with the International Code Council's square foot construction code table (gross area x sq. ft. construction cost). The most current (BVD) Building Valuation Data Table in effect on July 1<sup>st</sup> of each year at the (ICC) International Code Council web site ([www.iccsafe.org/](http://www.iccsafe.org/)) will be the table utilized for present and future calculations. ICC BVD outlines the base cost per square foot for any given Use/Group/Type of construction combination. These figures are not intended to reflect actual cost of construction, but are used as a basis for determination of fees related to services rendered for projects.

Projects where it is not feasible to determine the construction value using the BVD Table will have the construction value set by the Building Official. The Building Officials decision may be based on executed contracts, the BVD Table, other similar projects or other engineer or architects estimates. The Building Officials decision will be final.

Application fee non-refundable	\$50.00
Contractor registration fee	\$25.00
Re- Inspection fee	\$40.00

- (1) A building permit fee shall be paid for all new buildings, alterations, additions based on the construction cost evaluation of the Building Valuation Data Table and the following permit fee schedule:

Minimum Building Permit Fee (Under \$1,000)	\$100.00
Valuation \$1,000 up to \$10,000 multiplied by .016	\$100 plus valuation over \$1,000 multiplied by .016
Valuation over \$10,000 up to \$100,000	\$244 plus valuation over \$10,000 multiplied by .015
Valuation over \$100,000 up to \$1,000,000	\$1,594 plus valuation over \$100,000 multiplied by .0148
Valuation over \$1,000,000	\$14,614 plus valuation over \$1,000,000 multiplied by .0076

- (2) All interior demolitions (non-structural) \$150.00

- (3) Temporary theatres, Carnivals and Exhibitions (Site plan approval required) \$250.00

- (4) In no case shall the total number of inspections requested exceed the permit fee paid at \$50.00 per inspection. Work not repaired at the time of re- inspection, or works not ready or available for inspection at the time the inspection is requested, will require an additional re-inspection fee of \$50.00.

- |  |          |
|--|----------|
| (5) All roofing permits  | \$120.00 |
| (6) Window permits up to 10 windows  | \$ 80.00 |
| (7) Each additional window   | \$ 5.00  |
| (8) Accessory Structures – Fences, Sheds, Dumpster Enclosures, Satellites and Flag Poles | \$ 80.00 |

# Electrical Permit Fees

Application fee non-refundable \$ 40.00

Electrical permit fees shall be paid for all permits, including but not limited to, apparatus and equipment installed in new buildings, alterations, additions, field inspection service and repairs, according to the following schedule. In no case shall less than \$50.00 be charged for any one permit, and fees for additions to open permits under the same contractor's name shall not be charged less than \$15.00.

**(1) Electrical Contractor Registration Fee \$25.00**

**(2) Inspection Fee minimum 2 inspections contractor must provide total # of inspection required at application \$40.00**

**(3) Commercial Electrical Permit Fees:**

Annual Permits: (includes 2 status inspections) \$150.00

**Circuits:**

Furniture Systems – EACH OUTLET \$6.00

All New or Extended \$6.00

**Generators KW: Optional Standby**

**Generators Up to 30 KW - Residential \$80.00**

**Generators over 30 KW– Commercial \$100.00**

Transfer Switch \$50.00

**Emergency or Legally Required**

30 KW and under PER HOUR \$50.00

Over 30 KW PER HOUR \$50.00

Transfer Switch PER HOUR \$50.00

**HVAC:**

Furnace \$40.00

Geothermal \$50.00

**Space Heater \$30.00**

**Low Voltage: Excluding Data/Telecom**

Per Device \$ 7.00

**Appliances: \$25.00**

Includes: Dishwasher, Disposal, Door Opener, Dryer,

Electric Air Cleaner, Hand Dryer, Humidifier, Hydro Massage Tub

**Note: There is an additional unit fee if there are multiples of the SAME appliance**

**Miscellaneous:**

Fixtures \$ 3.00

Manufactured Buildings \$50.00

Ovens / Ranges \$15.00

Pools / Spas \$45.00

Power Outlet \$14.00

Retro-fit Energy Conservation (groups of 10)

Specs / Documentation Required. \$ 6.00

Solar PV System \$75.00

Under-floor Raceways each 100 feet \$30.00

Water Heater \$15.00

**Motors KV, HP, KW, KVA:**

1/4 to 10	\$25.00
11 to 30	\$30.00
31 to 50	\$35.00
Over 50	\$50.00

**Refrigeration A/C:**

Up to 5 ton	\$50.00
5 to 40 ton	\$65.00
Over 40 ton	\$80.00

**Service (600 volts and under):**

100 to 400 amp	\$40.00
401 to 800 amp	\$60.00
Over 800	\$75.00
Temporary	\$50.00

**Service (Over 600 volts):**

Up to 100 amps	\$40.00
Over 100 amps	\$60.00
Feeders: Each 100 Feet or less	\$30.00

**Signs:**

Circuit - EACH	\$45.00
Connect / Reconnect - EACH	\$45.00
Outline Lighting (Neon) First 50 Feet	\$50.00
Each Additional 50 Feet	\$30.00

**Special Inspections:**

Circus / Carnival	\$100.00
Temporary Displays	\$ 50.00

**(4) Fire Alarm System Fees:****Fire Alarm Systems:**

Plan Review (3 or more devices)	\$150.00
Alarm Control Panel, NAC Panel, Initiating Device, Auxiliary Control Device Dialer	\$ 50.00
A/V device, Communication Device - EACH	\$25.00
Remote Annunciators	\$10.00
	\$25.00

**System Recertification: As Built Plans Required**

Minimum 10% of devices to be tested	\$250.00
	\$10.00 per device

**Special Fire Suppression Systems:**

(FM200, Pre Action, Dry Chemical, CO2, Clean Agent and similar systems) Devices monitored by FACP / Releasing panel (Fire Suppression Permit and plan review required)	\$10.00 per device
--	--------------------

**(5) Residential Electrical Permit Fees:****Circuits: Each individual**

All New or Extended	\$10.00
Arc Fault Protection	\$12.00

**HVAC:**

Condenser - New or Replacement	\$20.00
Furnace	\$15.00
Geothermal HVAC	\$50.00
Humidifier	\$15.00
Space Heater	\$20.00
Whole House Fan	\$15.00

<b>Low Voltage:</b>	
Per Device	\$7.00
<b>Luminaires:</b>	\$5.00
Retro-fit Energy Conservation (groups of 10) Specs / Documentation Required	\$6.00
<b>Miscellaneous:</b>	
Ceiling Fans	\$15.00
Compactors	\$15.00
Detached Garage	\$50.00
Dishwasher	\$15.00
Disposal	\$15.00
Door Opener	\$15.00
Dryer	\$15.00
Electric Air Cleaner	\$15.00
Manufactured Homes	\$60.00
Ovens/Ranges	\$15.00
Pools/Spas/Hydro Massage Tubs	\$45.00
Receptacle Outlets (groups of 5)	\$20.00
Smoke Alarm - Hard Wired	\$10.00
Solar PV System	\$50.00
Water Heater	\$15.00
Well Pump	\$15.00
<b>Service (New Service or Change in Service):</b>	
100 to 400 amp	\$50.00
Temporary	\$50.00
Sub-metering / IAC	\$25.00
<b>General Repairs, Investigations, Specials, Etc.</b>	
For the general repairs and alterations to electrical equipment not Specifically covered in the above classifications, a charge of \$40.00 per hour or \$10.00 per ¼ fraction thereof shall be made For inspection rendered with a minimum fee of \$40.00	\$40.00



# Plumbing Permit Fees

Application fee non-refundable \$40.00

Plumbing permit fees shall be paid for all permits, including but not limited to, apparatus and equipment installed in new buildings, alterations, additions, field inspection service and repairs, according to the following schedule. In no case shall less than \$50.00 be charged for any one permit, and fees for additions to open permits under the same contractor's name shall not be charged less than \$15.00.

**Plumbing Contractor Registration Fee \$15.00**

Inspection Fee (minimum 2 inspections contractor must provide total # of inspection required at application) \$40.00

**Commercial Plumbing Fees:**

Air Admittance Valve

**Backflow Preventer:** \$15.00

Beverage Dispenser \$15.00

Coffee Maker \$15.00

Fire Sprinkler \$35.00

Lawn Sprinkler \$50.00

Miscellaneous \$15.00

Source Line Protection \$35.00

Basement Waterproofing System \$50.00

Bath \$15.00

Building Drain to Sewer \$25.00

Catch Basin/Manhole \$50.00

Dishwasher \$15.00

Disposal \$15.00

Drinking Fountain \$15.00

Floor Drain \$15.00

Grease / Oil Interceptor \$30.00

Hose Bibb \$15.00

Hot Water Supply Boilers with **\$35.00**

Separate Storage Tanks (over 52 gallons)

Humidifier \$15.00

Ice Maker (including backflow) \$15.00

Inside Drains (ground water) \$25.00

Laundry Tub \$15.00

Lavatory \$15.00

Medical/Dental Equipment \$15.00

**Medical Gas Piping – EACH SYSTEM:** \$40.00

Gas Pressure Test \$35.00

Outlet - EACH \$ 5.00

**Vacuum System Piping:** \$40.00

Pressure Test \$35.00

Inlet - EACH \$ 5.00

Miscellaneous Fixtures \$15.00

Mixing Valve \$15.00

**New Sewer Service:** \$125.00

Over 4 Inspections - EACH \$40.00

<b>New Water Service:</b>	\$125.00
Over 4 Inspections - Each	\$40.00
<b>Pools:</b>	
In-ground With or Without Heater	\$65.00
Roof Conductors	\$15.00
Roof Sump	\$15.00
Septic Tank Replacement	\$20.00
Service Sink	\$15.00
Sewer Repair	\$50.00
<b>Shower Pan:</b>	\$25.00
When Requested Separately	\$50.00
Shower Trap	\$15.00
Sink - Any type	\$15.00
<b>Site Storm Sewer:</b>	\$125.00
Over 4 Inspections- EACH	\$40.00
Stacks/Waste/Soil/Vent	\$15.00
Standpipe	\$15.00
<b>Sump Pump:</b>	\$30.00
Sump Pump Discharge	\$30.00
When Requested Separately	\$50.00
Underground (Sanitary)	\$25.00
Urinals	\$15.00
Wastes - Safe or Special	\$15.00
Water Closet	\$15.00
Water Cooled A/C units	\$35.00
<b>Water Distribution Systems:</b>	
<b>Each floor or per dwelling unit on multiples</b>	
1/2" - 1"	\$30.00
1-1/4" - 4"	\$50.00
Over 4"	\$100.00
Water Heater	\$50.00
<b>Residential Plumbing Fees:</b>	
Air Admittance Valve	\$15.00
Backflow Preventer	\$15.00
Basement Waterproofing System	\$50.00
Bath	\$15.00
Building Drain to Sewer	\$25.00
Dishwasher	\$15.00
Disposal	\$15.00
Floor Drain	\$15.00
Hose Bibb	\$15.00
Humidifier	\$15.00
Ice Maker (including backflow)	\$15.00
Inside Drains (ground water)	\$25.00

Laundry Tub	\$15.00
Lavatory	\$15.00
Lawn Sprinkler Supply/Backflow	\$50.00
Miscellaneous Fixtures	\$15.00
Mixing Valve	\$15.00
Standpipe	\$15.00
<b>New Sewer Service:</b>	\$55.00
With Septic Bypass	\$100.00
Over 4 Inspections - EACH	\$40.00
<b>New Water Service:</b>	\$65.00
Over 4 Inspections - EACH	\$40.00
Well Abandonment	\$50.00
<b>Pools:</b>	
In-ground With or Without Heater	\$65.00
Above Ground Heater	\$35.00
Roof Conductors	\$15.00
Roof Sump	\$15.00
Septic Tank Replacement	\$20.00
Sewer Repair	\$50.00
<b>Shower pan:</b>	\$25.00
When Requested Separately	\$50.00
Shower Trap	\$15.00
Sink - Any Type	\$15.00
Site Storm Drain	\$50.00
Stacks/Waste/Soil/Vent	\$15.00
<b>Sump Pump:</b>	\$30.00
Sump Pump Discharge	\$30.00
When Requested Separately	\$50.00
Underground (sanitary)	\$25.00
Water Closet	\$15.00
<b>Water Distribution Systems:</b>	
1/2" - 1"	\$30.00
1-1/4" - 4"	\$50.00
Over 4"	\$100.00
Water Heater	\$50.00

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# Heating, Cooling and Burning Equipment and Apparatus Fees

Application fee non-refundable \$40.00

Heating and cooling permit fees shall be paid for all permits, including but not limited to, apparatus and equipment installed in new buildings, alterations, additions, field inspection service and repairs, according to the following schedule. In no case shall less than \$50.00 be charged for any one permit, and fees for additions to open permits under the same contractor's name shall not be charged less than \$15.00.

- |     |                                    |         |
|-----|------------------------------------|---------|
| (1) | <b>Contractor registration fee</b> | \$15.00 |
|     | <b>Each Inspections Minimum 2</b>  | \$40.00 |
|     | <b>Commercial Mechanical Fees:</b> | \$50.00 |

**Chiller Systems:**

Air Cooled Condenser	
Chiller	\$60.00
Cooling Tower	\$50.00
Water Cooled Condenser	\$50.00

**Duct:**

Under 5,000 sq. ft. (per floor)	\$45.00
Over 5,000 sq. ft. (per floor)	\$60.00
Diffuser (relocate/replace) - EACH	\$ 5.00
Fan Coil/Reheat Box - EACH	\$10.00
Fire Dampers - EACH	\$10.00
VAV Box - EACH	\$10.00

**Exhaust Booth:**

Plan Review (Required)	\$50.00
Auto-Body	\$25.00
Exhaust Duct	\$25.00
Exhaust Fan	\$25.00
Hood	\$25.00
Industrial Labs PER HOOD	\$10.00
Make-up Air Equipment	\$25.00

**Gas Piping:**

Up to 5 Openings Includes Pressure Test	\$60.00
Each Additional Opening	\$ 5.00

**Generator: Includes Pressure Test** \$80.00

**HVAC Equipment:**

A/C only	\$50.00
Boiler	\$50.00
Computer Room HVAC	\$60.00
Duct Smoke Detector - EACH	\$20.00
Economizer	\$25.00
Furnace only	\$50.00
Infrared Spot Heater - EACH	\$20.00
Mini-split Heat Pump	\$50.00
Radiant Tube Heater - EACH	\$20.00
RTU (roof top unit)	\$60.00

**Kitchen:**

Capture Test	\$75.00
Hood/Duct Work	\$75.00
Make-up Exhaust Fan (per system)	\$75.00

**Kitchen Equipment:**

Fryer	\$15.00
Grill	\$15.00
Stove	\$15.00
Broiler	\$15.00
Barbeque	\$15.00
All Others	\$15.00

**Process Piping:**

Hydronic/Steam	\$60.00
Pressure Test	\$50.00

**Refrigeration:**

Coolers/Freezers	\$50.00
Evaporator Coils	\$50.00
Pressure Test	\$50.00

**Solar Piping**

\$60.00

**Water Heater**

\$50.00

**(2) Fire Suppression System Fees:**

**Fire suppression systems:**

Plan review (3 or more devices)	\$150.00
Standpipe systems	\$ 50.00
Each hose connection / FDC	\$ 10.00
Fire or jockey pumps and connections - each	\$100.00

**Special fire suppression systems:**

FM200, Pre Action, Dry Chemical, CO2, Clean Agent, Deluge (Fire Alarm Permit and plan review required when tied to building fire alarm system)	\$100.00
Hood and duct fire suppression systems – each	\$ 75.00
Additional system at same location	\$ 50.00

Fire suppression systems - Based on number of sprinkler heads / nozzles in system according to the following schedule (per floor):

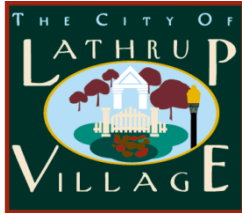
1-10 / \$50.00	51-100 / \$150.00	301-400 / \$350.00
11-20 / \$75.00	101-200 / \$200.00	401-500 / \$425.00
21-50 / \$125.00	200-300 / \$275.00	500+heads / \$575.00
Re-inspection fee for systems not ready for inspection		\$50.00
System Recertification (As Built Plans Required)		\$250.00

**(3) Residential Mechanical Fees:**

**Air Conditioning:**

A/C Unit	\$50.00
Air handler Replacement	\$50.00
Condenser Replacement	\$50.00
Evaporator Coil Replacement	\$50.00
Mini-split heat pump	\$50.00
Heat Pump with Air Handler	\$50.00

<b>Boiler:</b>	
Up to 2000 square feet	\$40.00
Over 2000 square feet	\$60.00
Baseboard Radiant	\$40.00
In Floor Radiant Pressure Test	\$40.00
<b>Fireplace:</b>	
Gas Vented	\$40.00
Insert	\$40.00
Log set	\$40.00
Outdoor	\$40.00
Wood	\$40.00
<b>Gas Piping:</b>	
1-5 Openings	\$30.00
Each Additional Opening	\$5.00
Underground Includes 5 Openings	\$40.00
Pressure Test	\$40.00
<b>Geothermal: Plans Required</b>	
Heat Pump	\$50.00
Manifold Test - Underground Pipe	\$75.00
Plan Review	\$50.00
<b>Heating Equipment:</b>	
Furnace	\$40.00
<b>Duct Work:</b>	
Alteration	\$45.00
Duct Pressure Test Verification	\$25.00
New Residential	\$60.00
Zoned System – Per Zone	\$10.00
<b>Kitchen Hood:</b>	
Exhaust Air System	\$40.00
Exhaust With Make Up Air	\$60.00
Recycle Air System	\$15.00
<b>Miscellaneous:</b>	
Air to Air Heat Exchanger	\$50.00
Air Cleaner	\$15.00
Bath Fans	\$15.00
Generator Includes Pressure Test	\$60.00
Humidifier	\$25.00
Manufactured Home	\$60.00
Pool Heater	\$40.00
Solar Piping	\$60.00
U. V. Light	\$15.00
Water Heater	\$50.00
<b>Venting:</b>	
Chimney Liner	\$25.00
Class B	\$25.00
Class C	\$30.00



A HERITAGE OF GOOD LIVING

**COUNCIL COMMUNICATION:**

TO: Mayor and City Council Members  
FR: Sheryl L. Mitchell, City Administrator  
DA: November 18, 2019

RE: **MOTION TO APPROVE 2020 INDOOR/OUTDOOR RENTAL RATES AND COMMUNITY SERVICE CREDITS**

**Overview:**

The document included in your agenda packet outlines the rates and policies associated with the indoor and outdoor rental rates.

The outdoor rates were previously approved, but will be updated to be consistent with the indoor policies.

The Community Service Credits program is outlined. Individuals can earn a maximum of 1,000 hours per year. The credits expire after 2 years. The credits can be transferred to another person or organization.

The credits do not offset setup and cleaning fees. The one free event for organizations ends December 31, 2019, but groups have an increased capacity to have “free” access to rentals through the earned community credits.

This item appeared on the October 24, 2019 council agenda and was tabled.

The effect date is January 1, 2020.

**Suggested Motion:**

1. To place back on the table the 2020 Indoor and Outdoor Rental Rates.
2. To approve the 2020 Indoor and Outdoor Rental Rates and Community Service Credits Program, effective January 1, 2020.

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

# Parks & Recreation Indoor/Outdoor Rental Fees

Revised November 2019



# Summary of Changes & Recommendations

## Recommend...

- Increases to community room rental rates based on market-value of our space
- Adoption of policies for a multitude of indoor rental situations which do not currently have any written procedures
- Minor changes to outdoor rental rates for consistency with indoor rates
- Adoption of streamlined new rental application forms
- Changes to community service credit program based on building & staffing costs

# Summary of Rates

## CITY OF LATHRUP VILLAGE

### Summary of Current and Proposed Rental Fees

*Proposed effective for bookings completed after January 1, 2020*

#### Community Room

Four-hour minimum, no max. Rentals may not extend past midnight.

CATEGORY	CURRENT RATE	PROPOSED RATE
Refundable Deposit	\$300	\$300
Resident (One-time or recurring)	\$75 per hour	\$100 per hour
Non-Resident (One-time or recurring)	\$100 per hour	\$125 per hour
Set up & Cleaning Fee	\$50	\$100
Kitchen Use w/ room rental	\$80/\$100	\$100/\$125
Kitchen Use w/o room rental (once approved by Oakland County)	\$6 per hour	\$20 per hour one-time use, \$15 per hour recurring use
Repast	\$300 for 4 hours, \$75 per add hour, no cleaning fee or optional fees applied	\$300 for 4 hours, \$75 per add hour, cleaning fee and optional fees req
Staff Rate	\$100 per event	Resident Rates
Community Groups/Non-profits/Schools	One free event, \$100 deposit, \$100 room fee, \$110 cleaning fee	Normal resident or non-resident rates
Government Partners	No policy	Discounted fee, with City Administrator approval
Off-Peak Hours Ex. Tues/Thursday evenings	Regular Rates	As advertised, with Rec. Coordinator approval*
Projector	\$20	\$35
Audio	\$15	\$25

Rates increased based on market-value. Set up/cleaning fee increased to cover costs.

Staff rates increased. Community group rates simplified, can be offset with community service credits.

Policies created for government partners and opportunities to increase revenue during off-peak hours. Projector increased due to new technology.

#### Proposed Rate Examples:

A non-resident renting the room from 1-11 pm on a Saturday for a 70<sup>th</sup> birthday party, using the kitchen, would have a \$300 deposit and a balance of \$1,475

A resident renting the room from 10 am to 4 pm for a baby shower, using the kitchen, projector and audio would have a \$300 deposit and a balance of \$860

\*Off peak/sales hours discounted to \$75 per hour, dates selected at Recreation Coordinator's discretion, published online at least 2 weeks in advance and open to anyone

# Summary of Rates

## Meeting Place

No minimum, no maximum time.

CATEGORY	CURRENT RATES	PROPOSED RATES
M-F 8 am-8:30 pm, June-August 8 am-4 pm	\$35 per hour	NA
Saturdays 8 am-12 pm, Sept-May	\$35 per hour	NA
Saturdays 8 am-12 pm, June-Aug	Not Available	NA
Saturdays after 12 pm	\$35 per hour, \$120 staffing fee	NA
Resident	NA	\$20 per hour
Non-Resident	NA	\$25 per hour
Recurring-Resident	No policy	\$15 per hour
Recurring- Non-Resident	No policy	\$20 per hour
Set Up & Cleaning Fee	No policy	\$30 Flat Fee

Added a recurring rate option.  
Added a set up/cleaning fee.

## Conference Room

CATEGORY	CURRENT RATES	PROPOSED RATES
Resident (One-time or recurring)	No policy	\$5 per hour
Non-Resident (One-time or recurring)	No policy	\$10 per hour

All spaces now have some fee associated with them to make sure we're covering ever-increasing building costs.

## Council Chambers

CATEGORY	CURRENT RATES	PROPOSED RATES
Resident (One-time or recurring)	No policy	\$5 per hour
Non-Resident (One-time or recurring)	No policy	\$10 per hour
Set Up & Cleaning Fee	No policy	\$30 Flat Fee

## Dance Studio

CATEGORY	CURRENT RATES	PROPOSED RATES
Resident	No policy	\$25 per hour
Non-Resident	No policy	\$30 per hour
Recurring-Resident	No policy	\$15 per hour
Recurring- Non-Resident	No policy	\$20 per hour

## Fitness Room

CATEGORY	CURRENT RATES	PROPOSED RATES
Resident (One-time or recurring)	No policy	\$15 per hour
Non-Resident (One-time or recurring)	No policy	\$20 per hour

# Summary of Rates

## Municipal Park

CATEGORY	CURRENT RATES	PROPOSED RATES
Refundable Deposit	\$100	\$100
Resident	\$ 50 per hour	\$50 per hour
Non-Profit Group	\$ 50 per hour	NA
Lathrup Village Community Group	\$ 60 per hour	NA
Lathrup Village Business	\$ 60 per hour	NA
Non-Resident	\$100 per hour	\$100 per hour
Other Community Group	\$100 per hour	NA
Other Business	\$100 per hour	NA

Park rates adjusted to cooperate with indoor rates, eliminating extra categories.

## Annie Lathrup Park

There is no fee associated with obtaining a permit for use of the soccer fields or roller hockey rinks for a singular event.

For recurring events, such as sport team practices, there will be a fee of \$5 per event listed on the permit for any users.

## Sarrackwood/Saratoga Park

CATEGORY	CURRENT RATES	PROPOSED RATES
Refundable Deposit	\$100	\$100
Resident	\$ 50 per hour	\$20 per hour
Non-Profit Group	\$ 50 per hour	NA
Lathrup Village Community Group	\$ 60 per hour	NA
Lathrup Village Business	\$ 60 per hour	NA
Non-Resident	\$100 per hour	\$50 per hour
Other Community Group	\$100 per hour	NA
Other Business	\$100 per hour	NA

Non-resident rate lowered.

## Goldengate Park

CATEGORY	CURRENT RATES	PROPOSED RATES
Refundable Deposit	\$100	\$100
Resident	\$ 50 per hour	\$30 per hour
Non-Profit Group	\$ 50 per hour	NA
Lathrup Village Community Group	\$ 60 per hour	NA
Lathrup Village Business	\$ 60 per hour	NA
Non-Resident	\$100 per hour	\$75 per hour
Other Community Group	\$100 per hour	NA
Other Business	\$100 per hour	NA

# Rental Application- Single Event

## Facility Rental Application- Single Event

Date of Event \_\_\_\_\_ Arrival Time \_\_\_\_\_ End Time \_\_\_\_\_  
 Name of Host & Organization \_\_\_\_\_  
 Address of Host \_\_\_\_\_ City \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_  
 Work Phone \_\_\_\_\_ **Deposit** Park  \$100  
 Type of Event \_\_\_\_\_ Community Room  \$300  
 Attendance Min \_\_\_\_\_ Attendance Max \_\_\_\_\_ Other  \$\_\_\_\_\_  
 Alcohol Waiver  Yes  
 Needed  No  
 Deposit Paid On \_\_\_\_\_  
 Recieved By \_\_\_\_\_

Form consolidated and simplified.

Facility	Rate			Hours Requested	Sub Total
	Resident	Non-Resident	Other:		
Community Room	\$100 per hour	\$125 per hour			
Community Room Setup/Cleaning Fee	\$100 Flat Fee	\$100 Flat Fee			
Projector	\$35 Flat Fee	\$35 Flat Fee			
Audio	\$25 Flat Fee	\$25 Flat Fee			
Kitchen	\$100 Flat Fee	\$125 Flat Fee			
Meeting Place	\$20 per hour	\$25 per hour			
Meeting Place Setup/Cleaning Fee	\$30 setup/cleaning fee	\$30 setup/cleaning fee			
Conference Room	\$5 per hour	\$10 per hour			
Council Chambers	\$5 per hour	\$10 per hour			
Council Chambers Setup/Cleaning Fee	\$30 setup/cleaning fee	\$30 setup/cleaning fee			
Dance Studio	\$25 per hour	\$30 per hour			
Fitness Room	\$15 per hour	\$20 per hour			
Municipal Park	\$50 per hour	\$100 per hour			
Electricity in Park	\$20 flat fee	\$20 flat fee			
Goldengate Park	\$30 per hour	\$75 per hour			
Sarrackwood Park	\$20 per hour	\$50 per hour			

Other category allows space for special situations such as government partners.

**Balance Due by** \_\_\_\_\_ **Total Due** \_\_\_\_\_  
**Payment History**  
 (date, method, amount, staff initials)  
 \_\_\_\_\_

Payment history provides place to track payments on balances.

# Rental Application- Recurring Events

Specialized form provides the flexibility needed for recurring events.

## Facility Rental Application- Multiple or Recurring Events

Name of Host & Organization \_\_\_\_\_

Address of Host \_\_\_\_\_ City \_\_\_\_\_

Email Address \_\_\_\_\_

Cell Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Type of Events \_\_\_\_\_

- Deposit**      Park  \$100  
 Community Room  \$300  
 Other  \$ \_\_\_\_\_  
 NA

Is room setup the same for all events?      Y      N  
 (If not a room setup is needed at least 2 weeks before each event)  
 Alcohol Waiver Needed?      Y      N  
 Deposit to carry over?      Y      N

Deposit Paid On \_\_\_\_\_  
 Recieved By \_\_\_\_\_

Event	Room/Facility	Date	Times	Rate Per Hour	Extras	Sub Total

**Balance Due by** \_\_\_\_\_ **Total Due** \_\_\_\_\_

Special Instructions

**Payment History**  
 (date, method, amount, staff initials)

# Rental Application- Page 2 General Policies

## GENERAL RENTAL POLICIES

### Community Service Credits

Groups or individuals may apply community service credits to all or a portion of their total rental fee, except for setup/clean up fees. For more information about Community Service Credits, visit [lathrupvillage.org](http://lathrupvillage.org) or speak with the recreation coordinator.

Note about  
Community  
Service Credits.

### Damage and Cleanup Agreement

Said group agrees to pay the City of Lathrup Village ACTUAL costs for damages and/or cleaning required for property caused by said groups at said location, which may be above and beyond the security deposit amount.

### Release and Hold Harmless Agreement

In consideration of entering into this agreement with the City of Lathrup Village, the undersigned, by this instrument does hereby expressly stipulate and agree to release, waive, discharge and indemnify and forever hold harmless the City of Lathrup Village, its departments, offices, officers, its assigns, agents' servants and employees and volunteers of any damage, loss, injury or death which heretofore has been or which may hereafter be sustained by the said INDIVIDUAL, GROUP, ORGANIZATION OR FAMILY as a consequence of their participation in any and all activities in connection with this agreement.

This release extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, death, loss and liability, and the consequence thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries, death or damages, which are unknown or are unsuspected to exist at the time to the person executing such release, are hereby expressly waived.

Having read the above conditions and receiving the guidelines pertaining to this rental, I/we agree to adhere to the conditions of this agreement and the guidelines established by the City of Lathrup Village.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### Deposits

A refundable deposit is required for all park or community room rentals, due at the time of application. Deposits will be returned within four weeks after the event if there has been no damage to the facilities and all rules, regulations and policies were followed. Parties entering the premises before their booked time or vacating after their booked time will be charged the full hourly rate for any part of an hour.

### Cancellations

**Indoor Rentals** Events cancelled within 2 business days of booking will be refunded their full deposit, less a \$20.00 processing fee. Events cancelled between 3 business days after booking and up to 60 days before the date of the event will be refunded ½ of their deposit. Events cancelled for any reason within 60 days of the date of event forfeit their entire deposit.

**Parks** Events cancelled between the time of booking and up to 3 weeks before the date of the event will be refunded their full deposit, less a \$20.00 processing fee. Events cancelled for any reason within 3 weeks of the date of event forfeit their entire deposit. Events booked at the parks should be considered, "rain or shine," as there are no refunds for cancellations due to weather conditions the day of the event.

Adjusted  
cancellation  
process, slightly  
more generous.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### General Rental Policies

- Park and building rental by permit only.
- The rental applicant must remain on site for the duration of the rental period.
- Event organizers must have a printed copy of their rental permit to display to Police Department if requested.
- Reservation holders may not transfer a rental permit.
- The use of any park/facility is at your own risk. The City does not assume responsibility for injury or for any loss, theft or damage to personal items.
- Reservation holders must comply with State of Michigan laws and City of Lathrup Village ordinances.
- Individuals or groups who fail to comply with these policies or who are responsible for damage to a facility may lose their deposit and their ability to rent City of Lathrup Village facilities in the future.
- Observe all posted and written park/facility rules.

Policies are now  
consistent between  
indoor/outdoor  
rentals,  
consolidated form  
and simplified.

# Rental Application- Indoor Policies

## INDOOR SPECIFIC POLICIES

### Indoor General Policies

- Setup may not begin before the rental time. All activities, including cleanup, must be completed by the end of the rental time.
- An alcohol use agreement must be completed prior to the event in order for alcohol to be served. Users should keep the alcohol use agreement present and easily accessible throughout the event. Alcohol is not permitted for graduation parties/open houses. Any party observed to be serving alcohol without an alcohol use agreement or in violation of our alcohol policies will be closed immediately with no refund or fees or deposit.

### Building Usage Policies

- Renters have access to the entire city hall parking lot unless otherwise specified by city personnel. If directed to use a certain area of the lot, renters agreed to make every effort to direct their guests to use that area.
- Renters and their guests are limited to the bathrooms on the floor of the room(s) they are renting unless otherwise specified. Users of Municipal Park are also able to use the bathrooms at city hall. All users are responsible for cleaning up after themselves and leaving the facility in good condition. Renters are responsible for ensuring their guests do not wander throughout the building and/or utilize spaces that have not been rented to that party.
- Renters are required to remove all of their decorations from the premises at the end of their event. Trash should be placed in the trash bins.
- Rental of the kitchen includes access to ice machine, dishwasher, refrigerator, stove top/ovens and coffee maker for the purpose of reheating, warming and/or cooling foods only. The kitchen may not be rented stand-alone except by professional chefs. Event organizers or participants are not allowed to open cupboards or drawers to use items belonging to the facility. If the kitchen is not rented, it will be locked.
- A digital projector, screen, wired microphone, cd player, dvd player and audio are available for rent in the community room only. Event organizers must contact the recreation coordinator or rental assistant at least one week before their event to set up a time to test compatibility of their equipment with our equipment. Event organizers must provide their own connections to the projector and audio equipment.
- Rental of an indoor space includes use of furniture, limited to tables and chairs. The meeting place, council chambers and community room can be arranged according to the needs of the applicant as long as a room diagram is provided at least two weeks before the event. Furniture for rent is subject to availability. For an update inventory of what furniture is available, applicants may contact the Recreation Coordinator. Furniture may not be rented by itself for use off-site or outside. Linens, place settings, dinnerware, silverware, serving dishes, glasses, coffee/tea sets, kitchen utensils, etc. are not available for rent or use outside of city events. Rental of dance studio or fitness room includes use of equipment in the room unless otherwise marked.
- Music and noise levels must be respectful towards other users of the building. Renters must abide by directives from city personnel in regards to excessive music or noise volume. Music and behavior of users should be respectful of use of a public building.

New policies written and old policies clarified.

### Decorations, Prohibited Items and Events

- Decorations are limited to tables only. Nothing may be attached to walls, floors, ceiling or fans. No loose decorations such as confetti or glitter may be used. All decorations must be removed by the users at the end of the event. Open flames and candles are prohibited.
- Events with tickets or admission fees are prohibited. Exceptions may be made for “suggested donation” events for non-profit organizations and schools if known in advance.
- Events in which products/services will be sold or promoted, ex. Mary Kay parties, are prohibited.
- Children’s parties are prohibited in the community room.
- Smoking of any kind, vaping/electronic cigarettes, marijuana and marijuana infused products are prohibited.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# Rental Application- Outdoor Policies

## PARK SPECIFIC POLICIES

### Outdoor Facility Policies

- Setup may not begin before 8:00 am. All activities, including cleanup, must be completed by 9:00 pm.
- Vehicles may not be driven on the grass or park walkways at any time, including setup and cleanup.
- Parking is limited to designated areas for each park.
- The City will not provide any setup or cleanup assistance for events. Any furniture or materials (including tables and chairs) must be provided by the event organizer and are not available for rent through the City of Lathrup Village.
- Electricity is only available at the Gazebo and Pavilion within the Municipal Park. There is a \$20 flat fee, to be paid in advance, to use electricity at Municipal Park.
- Except for the Municipal Park, none of the other parks have restrooms. Events lasting more than 4 hours are required to arrange and pay for their own portable toilets. A list of vendors serving this area is available. All other rentals may opt to provide their own portable toilets. Portable toilets must be delivered and removed the same day as the event. Portable toilets should be positioned to be out of direct view of neighboring homes and may not be placed within 100 feet of neighboring homes. The City of Lathrup Village assumes no responsibility for portable toilets brought on to city property for use by private rentals.
- Music levels must stay under 65 decibels at all times. For comparison purposes, that’s about as loud as a vacuum cleaner. Music should be considered background to your event and quiet enough for people to speak over. You should not be able to hear the music outside of the park.
- Area must be thoroughly cleaned after use. All trash must be bagged and placed in bins. Trash that does not fit neatly in the bins provided must be taken off-site by the renters. Trash may not be left sitting next to bins. Used charcoal must be disposed of in designated charcoal bins.

### Prohibited Items and Events

- Bounce houses, inflatables, petting zoos, and animal rides are prohibited at all parks except for City of Lathrup Village sponsored events. The City and the Police Department reserve the right to prohibit any activity considered to be a public nuisance or danger to park users.
- Decorations are not to be attached to the pavilion/picnic shelter or gazebo at Municipal Park in any way. Loose decorations such as confetti and glitter are prohibited at all parks. Remnants of spent water balloons must be thoroughly removed. Steel or wood pins/stakes are not allowed to be placed in the ground at any park site due to underground wiring and irrigation systems. Open flames and candles are prohibited.
- Commercial activity, the promotion of any business or commercial venture, fundraising, or a requiring anyone to pay or make a donation to attend the event is prohibited.
- Deep-frying is prohibited.
- Fireworks of any kind, including sparklers, are prohibited.
- No glass containers allowed (bottles, etc.).
- Smoking of any kind, vaping/electronic cigarettes, marijuana and marijuana infused products and alcohol are prohibited. Events with alcohol will be immediately terminated and deposits will not be returned.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# Community Service Credits Program

Updated and clarified.

## Community Service Credits Program

### Introduction

The City of Lathrup Village recognizes the contributions of individuals and organizations which benefit the people of Lathrup Village. The Community Service Credit Program provides an opportunity to record those contributions.

Lathrup Village's municipal building and parks are frequently rented by community service organizations for meetings and events. In the past, there have not been set policies directing building rentals for individuals and groups, such as community service organizations, who are directly benefiting the City. The Community Service Credit Program seeks to create a process by which the contributions of individuals and organizations can be assigned a monetary value and applied to building rentals.

### Who can earn Community Service Credits?

Any individual (resident or non-resident), organization or business.

### How many Community Service Credits can be earned?

A maximum of \$1,000 in Community Service Credits can be earned per year per individual or for-profit business. There is no maximum on the amount of Community Service Credits a non-profit organization, community club or community service organization can earn per year.

### How can Community Service Credits be earned?

The list of available projects and their Community Service Credits below are examples. Individuals or groups may submit other projects for consideration to the Recreation Coordinator. Projects must be approved in advance to use credits towards facility rentals.

#### Monetary Donations

Direct monetary donations to the Parks & Recreation department will be credited dollar for dollar. Examples: money donated to purchase park signage, complete landscaping projects, provide scholarships or make building improvements

#### Supplies

New or gently used supplies donated to the Parks & Recreation department, based on a list of needed items, will be credited dollar for dollar according to the approximated value of the item. Examples: yard waste bags, gloves, plants, office supplies, bottled water, snacks

#### Volunteer Hours

Hours donated to assist with Parks & Recreation department events and projects will be credited at a rate of \$10 per hour per individual. Exceptions may be made for professional services. Examples: park cleanups, passing out flyers, assisting at events, serving on Recreation Advisory Board, curating monthly showcase in the lobby. Professional Services examples: landscaping, skilled trades and general contracting, event planning, consulting.

# Community Service Credits Program

## Sponsorships

Sponsorship dollars will be credited at a rate of \$0.50 per dollar since the sponsor has also benefited from marketing and promotion. Examples: presenting sponsorship such as Michigan First Credit Union Summer in the Village, specific aspects such as “with bounce house sponsored by Target”.

## Can Community Service Credits be transferred?

Credits can be transferred from an individual to an organization or business of which they are a member. **Individuals must give their expressed consent to transfer credits.** Credits cannot be transferred between individuals.

Groups are not automatically entitled to their members' credits.

## How can Community Service Credits be applied to facility rentals?

Groups or individuals may apply community service credits to all or a portion of their total rental fee, except for setup/clean up fees. To use Community Service Credits, one should complete the rental application and indicate they will be applying Community Service Credits. There is a form to complete to apply credits.

## Are there any fees Community Service Credits do not cover?

**Community Service Credits cannot be used to cover room setup/clean up fees. Renters are still responsible for the actual cost of damages and/or cleaning as a result of their facility usage.**

## How do I know how many credits I have?

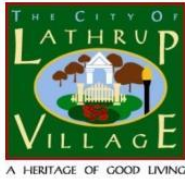
The Recreation Coordinator will maintain a record of earned credits, easily accessible upon inquiry.

## Do the credits expire?

Credits expire after two years of non-use.

Here is a significant change from the original policy based on concern about covering staff costs. For the meeting place, we may allow groups to set up/clean up on their own to avoid the fee.

# Community Service Credits Program



## City of Lathrup Village Community Service Credits Project Proposal Form

Applicant Name \_\_\_\_\_

Applicant Phone Number or Email \_\_\_\_\_

Will these credits be applied to an organization? If so, what organization?

\_\_\_\_\_

Please describe the community service credit project proposed.

\_\_\_\_\_  
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\_\_\_\_\_

Approved?            Yes            No

Credits to be awarded \_\_\_\_\_

\_\_\_\_\_

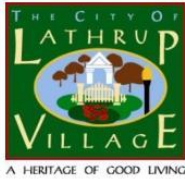
Signature Recreation Coordinator

Date

Revised 11.13.2019

Slight changes to this form to make it easier to use.

# Community Service Credits Program



## City of Lathrup Village

Request to use Community Service Credits for Rental

Date of Event \_\_\_\_\_

Room/Facility \_\_\_\_\_

Rental Balance \_\_\_\_\_

Changes to this form make it easier to utilize credits from multiple members for one event.

Credit Holder*	Credits Available	Credits to be Used	Credits Remaining
Total	-		-

\*Credit Holder must be the event host unless the credits are being applied to a group or business of which the holder is a member. Individuals must provide their expressed consent for transfer of their credits to any organization or business of which they are a member.

Credits to be Applied to Rental Balance \_\_\_\_\_

Balance after Application of Credits \_\_\_\_\_

\_\_\_\_\_  
Signature Recreation Coordinator or Rental Assistant

\_\_\_\_\_  
Date



**COUNCIL COMMUNICATION:**

TO: Mayor and City Council Members  
FR: Sheryl L. Mitchell, City Administrator  
DA: November 18, 2019

RE: **APPROVAL – CLOSE CITY HALL OFFICES ON FRIDAY, DECEMBER 20, 2019 FROM 12:00 PM TO 4:30 PM – FOR EMPLOYEE HOLIDAY CELEBRATION**

Council is being requested again to authorize the closing of City Hall offices to allow staff to participate in a holiday celebration the afternoon of December 20<sup>th</sup>.

**Suggested Motion:**

To approve the closing of City Hall offices on Friday, December 20, 2019 from 12:00pm to 4:30pm.

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

CITY OF LATHRUP VILLAGE

RESOLUTION

SCHOOL CHOICE WEEK

WHEREAS, all children in should have access to the highest-quality education possible; and

WHEREAS, the City of Lathrup Village recognizes the important role that an effective education plays in preparing all students in to be successful adults; and

WHEREAS, quality education is critically important to the economic vitality of Lathrup Village and;

WHEREAS, Lathrup Village is home to a multitude of high-quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, Lathrup Village has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and

WHEREAS, School Choice Week is celebrated across the county by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, BE IT RESOLVED that Mayor Garrett and the Lathrup Village City Council do hereby recognize January 26-February 1,2020 as School Choice Week in the City of Lathrup Village, Michigan.

IN WITNESS THEREOF, we have affixed our signature and caused the Seal of the City of Lathrup Village to be fixed on this 18<sup>th</sup> day of November, 2019.

\_\_\_\_\_

Mykale Garrett, Mayor

\_\_\_\_\_

Bruce Kantor, Mayor Pro-Tem

\_\_\_\_\_

Ian Ferguson, Council member

\_\_\_\_\_

Saleem Siddiqi, Council member

\_\_\_\_\_

Donna Stallings, Council member



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

## QUARTERLY REPORT OCTOBER 2019

<b>BOARD OF TRUSTEES</b>	
<b>Representative</b>	<b>Municipality</b>
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

<b>OFFICERS</b>	
Chairman:	H. Drinkwine
Vice Chairman:	C. Wilson
Secretary:	D. Schueller
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 - October 2019

Board Members:

Attached is a copy of the Southeastern Oakland County Water Authority's Quarterly Report covering the first three month's 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 quarter. The report also contains statistical information and other information of general interest to the members of this Authority.

**BOARD OF TRUSTEES**

The governing body of the Authority is a Board of Trustees, consisting of one representative from each constituent municipality. The Board held its Organization Meeting on July 10, 2019, and members were elected to serve as Officers for the fiscal year beginning July 2019. The current Officers are:

Chairman: H. Drinkwine  
Vice Chairman: C. Wilson  
Secretary: D. Schueller

Representatives on the Board are entitled to one vote for each 250 million gallons, or major fraction thereof, of water purchased during the preceding fiscal year. The number of votes of each constituent member for the fiscal year, beginning July 2018 is as follows:

<b>Municipality</b>	<b>Votes</b>
Berkley	2
Beverly Hills	1
Bingham Farms	1
Birmingham	3
Clawson	1
Huntington Woods	1
Lathrup Village	1
Pleasant Ridge	1
Royal Oak	7
Southfield	13
Southfield Township	<u>1</u>
Total:	32

The Board meets in regular session on the second Wednesday of each month for the purpose of conducting all business coming before the Board.

The Authority has entered into contracts with the individual members for an indefinite period of time, but at least to July 1, 2038. These contracts obligate the Authority to supply and sell water to the member municipalities, charging for this service a rate sufficient to pay the operating costs and capital improvements.

**FINANCIAL STATEMENT**

The total net income before depreciation for the first 3 months of 2019/20 was \$1,668,637. This was \$300,743 less than budgeted and is substantially less than the net income of \$2,205,541 for the first 3 months of 2018/19.

	Actual	Compared to Budget
Revenue	\$8,753,718	- \$ 703,049
Expenses	\$7,085,081	- \$ 402,306
Net Income (before depreciation)	\$1,668,637	- \$ 300,743

Net income at this time of year is planned to be high in order to accommodate the fixed/variable rates we are charged by GLWA. GLWA is collecting 60% of their revenue through a fixed monthly charge. This results in a high fixed monthly charge but a low cost per thousand cubic feet purchased. In the first quarter of the year, our GLWA water bills were significantly less than our water sales revenue. Our GLWA water bills will be higher than our water sales revenue in the colder months. We will be using some of the net income for the first quarter to pay these higher water bills later in the fiscal year.

The decrease in revenue was primarily due to lower than planned water sales (-\$699,000). Expenses were lower than planned due to lower water purchases (-\$284,000) and lower expenses for maintenance (-\$47,000), supplies (-\$23,000), non-labor Administrative & General (-\$20,000), labor (-\$16,000) and utilities (-\$13,000).

Water sales for the first 3 months of the fiscal year were 7.9% less than budgeted and were 8.3% lower than the previous year. Water sales for the first 3 months are summarized in the table below.

Additional financial detail is attached.

**WATER SALES – DAILY AVERAGE (MGD)**

<b>Month</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Over or Under 2018</b>
July	34.59	45.77	40.71	43.59	36.06	- 7.53
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
Million Gals./Day	35.18	40.17	37.70	38.02	34.85	- 3.17
Variance	+13.7%	-6.2%	+0.8%		-8.3%	

We incurred capital expenditures of \$326,992 in the first quarter of the year for the final expenses for the replacement of the 16” water main in 14 Mile from Greenfield to just east of Coolidge (\$309,000), the rehabilitation of the 16” water main in Coolidge between 13 Mile and 14 Mile (\$1,000) and for the initial costs for the replacement of the computer servers at our main office (\$17,000).

The table below is the precipitation record, as recorded at the Webster Station. Total rainfall for the period was much larger than last year which substantially reduced the need for our residents to water their lawns.

**PRECIPITATION - INCHES**

<b>Month</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
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	3.06	4.84
Total:	4.70	10.14	4.10	5.50	15.03

**MAJOR PROJECTS**

**GLWA RATE INCREASE**

GLWA’s rate to SOCWA decreased by 0.9% as of July 1, 2019 as a result of the renegotiated water purchase contract with GLWA which reduced SOCWA’s peak volumes. SOCWA decreased the rates to its customers by 1.0% as of July 1, 2019. SOCWA was able to make a rate reduction in addition to the GLWA rate decrease as the result of lower operating costs and higher projected sales volumes for 2019/20. SOCWA planned water sales were based on the average water sales in calendar years 2017 and 2018 while GLWA is using a lower projected sales volume. For the first 3 months of 2019/20, SOCWA’s actual water sales have been substantially lower than our budgeted water sales due to significantly higher than normal rainfall.

**SUMMER 2019 OPERATIONS**

The summer of 2019 was very moderate due to the increased rainfall which resulted in water sales that were 8.3% lower for the months of June, July and August of 2019 compared to the same months of 2018. SOCWA staff was able to successfully operate our water storage system with lower volumes from GLWA throughout the summer.

**SOCWA ARTICLES OF INCORPORATION**

The SOCWA Board approved revisions to SOCWA’s Articles of Incorporation, which were last updated in January of 1983. In the 36 years since the Articles were adopted, several provisions have become obsolete. The revisions do not change the legal relationship between SOCWA and its member communities or the day-to-day activities of SOCWA. The revised Articles require the approval of the governing bodies of the member communities before they become effective. We have begun the process of obtaining the approval of each of the governing bodies. The revised Articles should become effective before the end of 2019.

**GREAT LAKES WATER AUTHORITY (GLWA) ISSUES**

GLWA became operational on January 1, 2016. The GLWA website, [www.glwater.org](http://www.glwater.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.

### GLWA Board

Oakland County's GLWA Board member, Bob Daddow, announced his retirement from Oakland County and from the GLWA Board in August 2019. Mr. Daddow played a crucial role in representing Oakland County's interests during the formation of GLWA and during his three plus years on the GLWA Board. His many contributions will be missed.

Ms. Jaye Quadrozzi, an attorney that has performed legal work for the Oakland County Water Resources Commissioner's Office, was appointed as Oakland County's representative in October.

The Governor's Office appoints one of the six GLWA Board members that is a resident of an area served by GLWA outside of the counties of Wayne, Oakland and Macomb. The Governor has appointed a Flint resident, Dr. Beverly Walker-Griffea, to replace Craig Hupy, who is the Public Services Area Administrator for the City of Ann Arbor. Dr. Walker-Griffea is the President of Mott Community College. This appointment is effective from September 2, 2019 to December 12, 2022.

### 2020/21 Water Rates

The process that will result in the rates from GLWA for 2020/21 has begun. A series of meetings are being held this fall to communicate rate information. Our proposed 2020/21 rates will be delivered by GLWA in late January 2020. GLWA is continuing to provide a high level of communication with their customers by posting data on their website prior to each meeting and then reviewing the data at each meeting. SOCWA staff will be attending each of these meetings and we will report the results at the following Board meeting. We plan to have a rate projection for the SOCWA communities for review at the February 2020 Board meeting.

### GLWA Debt Refinancing

GLWA will be reviewing the advance refinancing of about \$1 billion of existing water and sewer bonds in early 2021 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 may help to moderate the rate increase SOCWA will receive from GLWA for 2020/21.

### GLWA Customer Outreach Program

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. SOCWA staff is also working with GLWA on a number of issues including the evaluation of several engineering consulting contracts. The principals of Project Innovations, the third-party facilitator that ran the Customer Outreach Program, retired in mid-2018. The third-party facilitation role has been assumed by Bridgeport Consulting. Bridgeport has done an excellent job in getting up to speed on the many Customer Outreach activities. The Customer Outreach Program continues to be very important in continuing the excellent relationship between GLWA and its customers.

### **CONSTRUCTION PROJECTS**

SOCWA completed the rehabilitation of a one-mile section of 16-inch cast iron water main in Coolidge between 13 Mile and 14 Mile by inserting a polyethylene plastic liner inside of the existing pipe. This is the first installation of this type and size in the state of Michigan. HRC, our engineering firm for this project, has given presentations regarding the project at several industry conferences in 2019 and they

have applied for the American Council of Engineering Companies of Michigan award in the Special Projects category.

SOCWA also completed the replacement of SOCWA's 16-inch water main in 14 Mile from Greenfield to just east of Coolidge and the replacement of a pressure reducing valve located at 14 Mile and Coolidge. This section of 14 Mile will be repaved by Birmingham and Royal Oak during 2020. Our existing main was located within the roadway for about half of the length being repaved. The existing main was replaced with 16" ductile iron which will eliminate any problems caused by the repaving work.

Both projects were funded from retained earnings.

### **PENSION FUNDING**

MERS completed their annual actuarial analysis of SOCWA's pension plans. The combined union and salaried pension plans were 96% funded as of December 31, 2018. This is the highest funding level that we have obtained since 1991, which is as far back as I have been able to find records. The funding levels were 103% for the union defined benefit (DB) plan, 96% for the salaried DB plan, 87% for the salaried hybrid plan and 910% for the union hybrid plan. The union hybrid plan only had one employee when the actuarial analysis was conducted (it now had 3 employees) and had some assets from prior employees. SOCWA has been contributing substantially above the actuarially required amounts to the salaried DB plan for seven years and the unfunded liability for that plan has been significantly reduced. SOCWA has also made incremental contributions to the union DB plan for three years and we have eliminated that unfunded liability. MERS modified their actuarial assumptions for investment returns and for future wage increases for their December 31, 2018 analysis. Additional assumption changes will also be reflected in the 2020 actuarial study. Most of these assumption changes have served to reduce our funding levels.

### **ANNUAL AUDIT**

Representatives of Plante & Moran were in the SOCWA office for about a week during September performing their audit of our accounting records. The final audit will be reviewed with the SOCWA Audit Committee during October 2019 and will be reviewed by the SOCWA Board at their November 13, 2019 meeting.

New audit standards required SOCWA to conduct an actuarial valuation of our liability for Other Post Employment Benefits (OPEB). The SOCWA Board approved hiring the actuarial firm of Gabriel, Roeder to perform this analysis as of June 30, 2019. The analysis showed that the OPEB plan for salaried employees was 101.4% funded and the OPEB plan for Union employees was 92.2% funded. I will be asking the SOCWA Board to make additional contributions to our OPEB trust for Union employees before the end of December 2019 in order to increase our funding level.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

**SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY**

INCOME STATEMENT

07/01/19..09/30/19

USD

	ACTUAL REVENUES	BUDGET	VARIANCES OVER OR UNDER
SALE OF WATER	5,164,046.64	5,564,692.00	-400,645.36
SALE OF WATER OTHERS	3,549,694.56	3,847,576.00	-297,881.44
	<b>8,713,741.20</b>	<b>9,412,268.00</b>	<b>-698,526.80</b>
RENTALS	20,532.64	17,499.00	3,033.64
WATER ANALYSIS-LAB & MISC	470.00	3,000.00	-2,530.00
INTEREST ON INVESTMENTS	18,973.92	24,000.00	-5,026.08
	39,976.56	44,499.00	-4,522.44
<b>TOTAL REVENUES</b>	<b>8,753,717.76</b>	<b>9,456,767.00</b>	<b>-703,049.24</b>
WATER PURCHASED FOR RESALE	2,245,309.79	0.00	2,245,309.79
POWER, PUMPING & GROUNDS WEBSTER	143,493.46	154,178.92	-10,685.46
POWER , PUMPING & GROUNDS	26,040.53	61,399.00	-35,358.47
COMPUTER OPERATIONS	22,273.81	21,177.00	1,096.81
PURIFICATION	31,047.48	52,310.00	-21,262.52
METERS & MAINS	20,875.68	52,592.50	-31,716.82
ADMINISTRATIVE & GENERAL	250,363.99	270,730.00	-20,366.01
WATER IN TRANSIT	4,345,676.21	6,875,000.00	-2,529,323.79
<b>TOTAL EXPENSES</b>	<b>7,085,080.95</b>	<b>7,487,387.42</b>	<b>-402,306.47</b>
NET INCOME BEFORE DEPRECIATION	1,668,636.81	1,969,379.58	-300,742.77

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY  
 STATEMENT OF REVENUES AND EXPENDITURES COMPARED WITH TOTAL BUDGET  
 07/01/19..09/30/19

USD

	TOTAL ACTUAL - 3 MONTHS	TOTAL BUDGET 2018-2019	REMAINING BUDGET	% Received or expended
SALE OF WATER	5,164,046.64	17,500,000.00	-12,335,953.36	30%
SALE OF WATER OTHERS	3,549,694.56	9,292,400.00	-5,742,705.44	38%
	<b>8,713,741.20</b>	<b>26,792,400.00</b>	<b>-18,078,658.80</b>	33%
RENTALS	20,532.64	122,000.00	-101,467.36	17%
WATER ANALYSIS-LAB & MISC	470.00	10,000.00	-9,530.00	5%
INTEREST ON INVESTMENTS	18,973.92	75,000.00	-56,026.08	25%
	39,976.56	207,000.00	-167,023.44	19%
<b>TOTAL REVENUES</b>	<b>8,753,717.76</b>	<b>26,999,400.00</b>	<b>-18,245,682.24</b>	32%
WATER PURCHASED FOR RESALE	2,245,309.79	23,674,000.00	-21,428,690.21	9%
POWER, PUMPING & GROUNDS WEBSTER	143,493.46	572,110.00	-428,616.54	25%
POWER , PUMPING & GROUNDS	26,040.53	245,887.00	-219,846.47	11%
COMPUTER OPERATIONS	22,273.81	84,800.00	-62,526.19	26%
PURIFICATION	31,047.48	142,250.00	-111,202.52	22%
METERS & MAINS	20,875.68	209,185.00	-188,309.32	10%
ADMINISTRATIVE & GENERAL	250,363.99	850,700.00	-600,336.01	29%
WATER IN TRANSIT	4,345,676.21	6,875,000.00	-2,529,323.79	63%
<b>TOTAL EXPENSES</b>	<b>7,085,080.95</b>	<b>32,653,932.00</b>	<b>-25,568,851.05</b>	22%
NET INCOME BEFORE DEPRECIATION	1,668,636.81	-52,778,332.00	-58,796,875.85	-3%
DEPRECIATION	147,322.07			
NET INCOME	1,521,314.74			

**SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY  
COMPARATIVE STATEMENT**

07/01/19..09/30/19  
FY 19-20

USD

	2019/2020	2018/2019	OVER OR (UNDER)
SALE OF WATER	5,164,046.64	5,662,493.60	-498,446.96
SALE OF WATER OTHERS	3,549,694.56	3,885,369.46	-335,674.90
	<u>8,713,741.20</u>	<u>9,547,863.06</u>	<u>-834,121.86</u>
RENTALS	20,532.64	16,399.12	4,133.52
WATER ANALYSIS-LAB & MISC	470.00	2,130.00	-1,660.00
INTEREST ON INVESTMENTS	18,973.92	21,329.19	-2,355.27
	<u>39,976.56</u>	<u>39,858.31</u>	<u>118.25</u>
TOTAL REVENUES	<u>\$8,753,717.76</u>	<u>\$9,587,721.37</u>	<u>-\$834,003.61</u>
WATER PURCHASED FOR RESALE	2,245,309.79	0.00	2,245,309.79
WATER PURCHASE IN TRANSIT	4,345,676.21	6,862,572.27	-2,516,896.06
OPERATING EXPENSES	494,094.95	519,608.60	-25,513.65
FIXED CHARGES			
	<u>7,085,080.95</u>	<u>7,382,180.87</u>	<u>-297,099.92</u>
NET INCOME BEFORE DEPRECIATION	<u>\$1,668,636.81</u>	<u>\$2,205,540.50</u>	<u>-\$536,903.69</u>



**SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY**

INCOME STATEMENT

07/01/19..09/30/19

USD

	ACTUAL REVENUES	2019/2020 Average Per 1,000 cubic feet	2018/2019 Average Per 1,000 cubic feet
SALE OF WATER	5,164,046.64	16.8473	16.6027
SALE OF WATER OTHERS	3,549,694.56	29.0620	28.6885
	<b>8,713,741.20</b>	<b>20.3277</b>	<b>20.0900</b>
RENTALS	20,532.64	0.0479	0.0418
WATER ANALYSIS-LAB & MISC	470.00	0.0011	0.0018
INTEREST ON INVESTMENTS	18,973.92	0.0443	0.0209
	39,976.56	0.0933	0.0645
<b>TOTAL REVENUES</b>	<b>\$8,753,717.76</b>	<b>\$20.4210</b>	<b>\$20.1509</b>
WATER PURCHASED FOR RESALE	2,245,309.79	5.2379	0.0000
POWER, PUMPING & GROUNDS WEBSTER	143,493.46	0.3347	0.2471
POWER , PUMPING & GROUNDS	26,040.53	0.0607	0.0633
COMPUTER OPERATIONS	22,273.81	0.0520	0.0340
PURIFICATION	31,047.48	0.0724	0.0305
METERS & MAINS	20,875.68	0.0487	0.0541
ADMINISTRATIVE & GENERAL	250,363.99	0.5841	0.5155
WATER IN TRANSIT	4,345,676.21	10.1378	14.3619
<b>TOTAL EXPENSES</b>	<b>7,085,080.95</b>	<b>16.5283</b>	<b>15.3064</b>
NET INCOME BEFORE DEPRECIATION	\$1,668,636.81	3.8927	4.8447
DEPRECIATION	147,322.07		
NET INCOME	\$1,521,314.74		

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

TOTAL CHARGES

Period: 7/1/19-9/30/19

SOCWA

MUNICIPALITY	WATER CONSUMPTION CUBIC FEET	TOTAL WATER CHARGES
BERKLEY	13,449.10	\$230,125.18
BEVERLY HILLS	13,457.10	\$225,067.48
BINGHAM FARMS	4,280.30	\$70,886.23
BIRMINGHAM	41,622.05	\$694,273.04
CLAWSON	9,502.20	\$163,611.92
HUNTINGTON WOODS	8,128.54	\$135,836.09
LATHRUP VILLAGE	6,254.67	\$106,296.04
PLEASANT RIDGE	4,139.00	\$68,917.38
ROYAL OAK	71,113.53	\$1,201,834.66
SOUTHFIELD	128,505.30	\$2,167,110.73
DETROIT ZOO & RACKHAM	6,068.70	\$100,089.41
MEMBERS	<u>306,520.49</u>	<u>\$5,164,048.16</u>
NON MEMBERS		
BLOOMFIELD HILLS	25,626.65	\$741,742.68
BLOOMFIELD TOWNSHIP	96,515.61	\$2,807,951.89
	<u>122,142.26</u>	<u>\$3,549,694.57</u>
TOTAL	428,662.75	\$8,713,742.73

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY  
Construction in Progress

Period: 7/1/19-9/30/19

FIXED ASSET EXPENDITURES

14 MILE MAIN	309,386.52
COOLIDGE MAIN	800.93
NEW SERVER	16,804.53
	<b>326,991.98</b>

**QUARTERLY REPORT**  
**October 2019**

<b>BOARD OF TRUSTEES</b>	
<b>Representative</b>	<b>Municipality</b>
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

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

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

Board of Trustees  
SOCRRA

Subject: Quarterly Report - October 2019

Board Members:

Attached is a copy of SOCRRA's Quarterly Report covering the first three 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 quarter. The report also contains statistical information and other information of general interest to the members of this Authority.

**BOARD OF TRUSTEES**

The governing body of the Authority is a Board of Trustees, consisting of one representative from each constituent municipality. The Board held its Organization Meeting on July 10, 2019, and members were elected to serve as Officers for the fiscal year beginning July 2019.

Following is a list of the current officers:

Chair:	Chris Wilson
Vice Chair:	Joe Valentine
Secretary:	Derrick Schueller

Greg Rassel, who had been the Board Chair since 2013, has announced his retirement from the City of Royal Oak effective January 31, 2020. Greg’s contributions to SOCRRA for 14 years as a member of the Board and six years as Board Chair are greatly appreciated.

Representatives on the Board are entitled to one vote for each 3,000 tons, or fraction thereof, of material delivered to the Authority during the preceding fiscal year. The number of votes of each constituent member for the fiscal year, beginning July 2018, is as follows:

<b>Municipality</b>	<b>Votes</b>
Berkley	4
Beverly Hills	3
Birmingham	6
Clawson	3
Ferndale	5
Hazel Park	3
Huntington Woods	2
Lathrup Village	1
Oak Park	5
Pleasant Ridge	1
Royal Oak	14
Troy	15
<b>Total:</b>	<b>62</b>

The Board meets in regular session once each month for the purpose of conducting all business coming before the Board.

The Authority is responsible for collecting recyclables, refuse and yard waste from the member communities and then recycling, disposing, or composting these materials. The Authority has entered into contracts with the individual members for a period extending to July 1, 2027. These contracts obligate the Authority to handle this material, charging rates sufficient to pay the operating costs and capital improvements.

### **FINANCIAL STATEMENT**

The total net income for the first 3 months of 2019/20 was \$601,517, before depreciation. This was \$139,193 greater than planned and a decrease from the net income of \$779,612 for the same period of 2018/19.

	<u>Actual</u>	<u>Compared to Budget</u>
Revenue	\$6,023,061	- \$ 119,901
Expenses	\$5,421,543	- \$ 259,095
Net Income	\$ 601,517	+ \$ 139,193

The decrease in revenue was due primarily to lower than planned non-member refuse from Advanced Disposal, Car Trucking, GFL, Tringali Sanitation and our other cash customers (-\$107,000), lower proceeds from the sale of recycled material (-\$88,000), and lower compost sales (-\$9,000), which were partially offset by higher member services revenue (+\$75,000), and higher miscellaneous revenue (+\$5,000).

Expenses were lower than budget due to reduced costs for labor (-\$221,000), non-labor Administrative and General expenses (-\$85,000), supplies (-\$20,000) and maintenance (-\$9,000), which were partially offset by increases in contract expenses (+\$77,000). Additional financial detail is attached.

### **MATERIAL HANDLED**

SOCRRRA processed 50,698 tons of refuse, yard waste and recyclables during the first three months of the current fiscal year. This represents an increase of 5.5% or 2,627 total tons compared to the same period last year. The amount of refuse from the member communities increased by 1,084 tons (4.1%) and the amount of recycling from the member communities increased by 92 tons (1.5%). Non-member refuse increased by 181 tons (2.4%) from the prior year. Non-member recycling increased dramatically as we began processing recycling from other communities in February of 2019.

Our recent history of tonnage handled is displayed in the table below:

	2015/16	2016/17	2017/18	2018/19	2019/20
Member Refuse	28,386	29,066	27,911	26,381	27,465
Non-Member Refuse	9,876	13,880	12,027	7,555	7,736
Member Recycling	4,649	4,848	5,838	5,904	5,996
Non-Member Recycling	117	134	384	135	1,590
Yard Waste	<u>8,637</u>	<u>7,083</u>	<u>6,831</u>	<u>8,096</u>	<u>7,911</u>
TOTAL	51,665	55,011	52,607	48,071	50,698

## **CAPITAL EXPENDITURES**

Capital expenditures totaled \$28,000 for the first quarter and were primarily for improvements to the Troy Transfer Station (\$15,000), initial expenses for the Fire Rover system at the MRF (\$11,000), and initial expenses for the renovation of the Madison Heights Transfer Station (\$1,000).

## **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 20% below budget. 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 is opening a new papermill in western Ohio that will be 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 should improve 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 90% 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 is very unusual.

The prices that we receive for our recycled metal products have decreased by about 40% 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.

The curbside recycling tonnage continues to modestly increase as a result of the recycling carts being used by our residents. For the first three months of the fiscal year, the amount of recycling from the member communities increased by 1.5% 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 quarter of 2019/20, the amount of non-SOCRRA recycling was 11 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 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 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, has provided us a grant for 50% of the cost of this system.

#### **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.

#### **PFAS IN LANDFILL LEACHATE**

The leachate from our closed landfill in Rochester Hills is processed through the GLWA sewer system. As part of the recent PFAS issues identified in other areas of the state, GLWA has conducted PFAS testing at a variety of locations including our closed landfill. PFAS chemicals are widely used as water repellent, non-stick and stain resistant coatings in a wide variety of consumer products. These chemicals are significantly resistant to environmental degradation and have been found in drinking water in northern and western areas of Michigan. These chemicals are not present in the drinking water supplied by GLWA. A low level (parts per trillion) of PFAS chemicals were found in our landfill leachate. This was expected as low levels of PFAS chemicals have been found in every landfill leachate stream in Michigan that has been tested. At GLWA's request, we developed a plan regarding PFAS in our landfill leachate which was accepted by GLWA. Under this plan, we will be conducting additional PFAS monitoring until the end of 2019 in order to determine if additional action is warranted.

#### **COMMUNICATIONS**

SOCRRA'S MRF was featured in a story published in the *Detroit Free Press* in September. The Free Press reporter spent a day sorting recyclables at the MRF and his story focused on the materials that we receive that should not be placed in the recycling carts. Plastic bags continue to be the predominant material that we have to remove at the MRF. Plastic bags are recyclable at our drop-off center in Troy but should not be placed into the recycling carts.



## **TROY TRANSFER STATION**

We are continuing to work on the replacement of the second compactor at the Troy Transfer Station. The first compactor was replaced during 2018/19. This work is scheduled to be completed in October. This will restore the Troy Transfer Station to its full capacity and will allow us to take additional non-SOCRRA tonnage.

## **PENSION FUNDING**

MERS completed their annual actuarial analysis of SOCRRA's pension plans. The combined union pension plans were 67% funded as of December 31, 2018. This was a modest improvement from the 66% funding level as of December 31, 2017. The funding levels were 85% for the employees hired after July 1, 2010, 74% for non-supervisory employees hired before July 1, 2010 and 41% for supervisory employees. SOCWA's pension plan for their administrative employees, which is an obligation shared by SOCRRA and SOCWA, was 96% funded as of December 31, 2018. SOCRRA has contributed amounts above the actuarially required amounts to the non-supervisory plan for two years. MERS modified their actuarial assumptions for investment returns and for future wage increases, which served to reduce our funding levels. Additional assumption changes will also be reflected in the 2020 actuarial study.

## **ANNUAL AUDIT**

Representatives of Plante & Moran were in the SOCRRA office for about a week during September performing their audit of our accounting records. The final audit will be reviewed with the SOCRRA Audit Committee during October 2019 and will be reviewed by the SOCRRA Board at their November 13, 2019 meeting.

New audit standards required SOCRRA to conduct an actuarial valuation of our liability for Other Post Employment Benefits (OPEB). The actuarial firm of Gabriel, Roeder performed this analysis as of June 30, 2019 which showed that the OPEB plan for Union employees was 87.0% funded which is an increase from the 84.8% funding level as of June 30, 2018. The OPEB plan for the SOCWA administrative employees, which is a shared obligation between SOCRRA and SOCWA, was 101.4 % funded as of June 30, 2019. Additional contributions to the OPEB trust for union employees are budgeted before the end of December 2019 in order to continue to increase our funding levels.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

**SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY**

INCOME STATEMENT

07/01/19..09/30/19

FY 19-20

USD

	Actual-Period	Budget-Period	Variance
<b>REVENUES</b>			
<b>MUNICIPAL REFUSE</b>			
MEMBER MSW	4,933,738.76	4,858,359.00	75,379.76
MONTHLY SURCHARGE	282,003.00	282,003.00	0.00
NON-MEMBER MSW	362,778.59	470,000.00	-107,221.41
NON-MEMBER YARD WASTE	27,181.01	24,000.00	3,181.01
	<b>5,605,701.36</b>	<b>5,634,362.00</b>	<b>-28,660.64</b>
<b>SALE OF RECYCLED MATERIAL</b>			
MIXED PAPER	17,489.49	10,000.00	7,489.49
NEWSPAPER	29,383.32	48,000.00	-18,616.68
CARDBOARD	57,063.37	90,000.00	-32,936.63
SORTED OFFICE PAPER	5,171.07	8,000.00	-2,828.93
PLASTICS	88,010.59	96,000.00	-7,989.41
SCRAP METAL	15,034.03	32,000.00	-16,965.97
ALUMINUM CANS	11,792.80	8,000.00	3,792.80
TIN CANS	10,260.54	20,000.00	-9,739.46
MIXED RECYCLING - OTHERS	94,339.94	105,000.00	-10,660.06
GLASS	0.00	0.00	0.00
BATTERIES	1,142.00	600.00	542.00
ELECTRONICS			
	<b>329,687.15</b>	<b>417,600.00</b>	<b>-87,912.85</b>
<b>OTHER INCOME</b>			
COMPOST	31,440.00	40,000.00	-8,560.00
RENTAL INCOME	33,237.00	30,000.00	3,237.00
INTEREST ON INVESTMENTS	11,758.06	15,000.00	-3,241.94
GRANT REVENUE	0.00	0.00	0.00
MISC INCOME	11,237.28	6,000.00	5,237.28
	<b>87,672.34</b>	<b>91,000.00</b>	<b>-3,327.66</b>
<b>TOTAL REVENUES</b>	<b>6,023,060.85</b>	<b>6,142,962.00</b>	<b>-119,901.15</b>
<b>EXPENSES</b>			
MADISON HEIGHTS TRANSFER STATION	50,118.27	62,700.00	-12,581.73
TROY TRANSFER STATION	443,818.32	403,100.00	40,718.32
MATERIAL RECOVERY FACILITY	350,975.87	567,000.00	-216,024.13
HOUSEHOLD HAZARDOUS WASTE	31,902.36	127,000.00	-95,097.64
COMPOST FACILITY	131,488.80	136,450.00	-4,961.20
ADMINISTRATIVE AND GENERAL	302,126.32	386,488.00	-84,361.68
COLLECTION CONTRACT EXPENSES	1,593,335.71	1,759,300.00	-165,964.29
IN TRANSIT	2,517,777.71	2,238,600.00	279,177.71
	<b>5,421,543.36</b>	<b>5,680,638.00</b>	<b>-259,094.64</b>
<b>REVENUE OVER EXPENSES</b>	<b>601,517.49</b>	<b>462,324.00</b>	<b>139,193.49</b>
NET INCOME BEFORE DEPRECIATION	601,517.49	462,324.00	139,193.49
DEPRECIATION	222,267.75		
NET INCOME AFTER DEPRECIATION	379,249.74		

SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY  
 INCOME STATEMENT & TONS  
 07/01/19..09/30/19  
 FY 19-20

USD

<u>REVENUES</u>	TOTAL TONS	AMOUNT
MEMBER SERVICES	27,464.98	5,215,741.76
NON-MEMBER MSW	7,735.53	362,778.59
<u>YARD WASTE</u>		
MEMBER	7,793.39	0.00
NON MEMBER	117.90	27,181.01
<u>RECYCLABLES</u>		
MEMBERS	5,996.17	0.00
NON MEMBER	1,590.00	0.00
	<u>50,697.97</u>	<u>5,605,701.36</u>

<u>RECYCLING</u>	
MIXED PAPER	17,489.49
NEWSPAPER	29,383.32
CARDBOARD	57,063.37
SORTED OFFICE PAPER	5,171.07
PLASTICS	88,010.59
SCRAP METAL	15,034.03
ALUMINUM CANS	11,792.80
TIN CANS	10,260.54
MIXED RECYCLING - OTHERS	94,339.94
GLASS	
BATTERIES	1,142.00
ELECTRONICS	
	<u>329,687.15</u>

<u>OTHER</u>	
COMPOST	31,440.00
RENTAL INCOME	33,237.00
INTEREST ON INVESTMENTS	11,758.06
GRANT REVENUE	
MISC INCOME	11,237.28
	<u>87,672.34</u>

**TOTAL REVENUES 6,023,060.85**

<u>EXPENSES</u>	
MADISON HEIGHTS TRANSFER STATION	50,118.27
TROY TRANSFER STATION	443,818.32
MATERIAL RECOVERY FACILITY	350,975.87
HOUSEHOLD HAZARDOUS WASTE	31,902.36
COMPOST FACILITY	131,488.80
ADMINISTRATIVE AND GENERAL	302,126.32
COLLECTION CONTRACT EXPENSES	1,593,335.71
IN TRANSIT	2,517,777.71
	<u>5,421,543.36</u>

**NET INCOME BEFORE DEPRECIATION 601,517.49**

DEPRECIATION 222,267.75

NET INCOME 379,249.74

**SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY**  
**INCOME STATEMENT COMPARED TO TOTAL BUDGET**  
07/01/19..09/30/19

USD

	<b>ACTUAL 3 MONTHS</b>	<b>TOTAL BUDGET 19/20</b>	<b>BALANCE</b>	<b>% RECEIVED OR EXPENDED</b>
<b>REVENUES</b>				
<b>MUNICIPAL REFUSE</b>				
MEMBER MSW	4,933,738.76	19,433,436.00	14,499,697.24	25%
MONTHLY SURCHARGE	282,003.00	1,128,012.00	846,009.00	25%
NON-MEMBER MSW	362,778.59	1,800,000.00	1,437,221.41	20%
NON-MEMBER YARD WASTE	27,181.01	140,000.00	112,818.99	19%
	<b>5,605,701.36</b>	<b>22,501,448.00</b>	<b>16,895,746.64</b>	<b>25%</b>
<b>SALE OF RECYCLED MATERIAL</b>				
MIXED PAPER	17,489.49	65,000.00	47,510.51	27%
NEWSPAPER	29,383.32	292,000.00	262,616.68	10%
CARDBOARD	57,063.37	568,000.00	510,936.63	10%
SORTED OFFICE PAPER	5,171.07	46,000.00	40,828.93	11%
PLASTICS	88,010.59	582,000.00	493,989.41	15%
SCRAP METAL	15,034.03	192,000.00	176,965.97	8%
ALUMINUM CANS	11,792.80	50,000.00	38,207.20	24%
TIN CANS	10,260.54	125,000.00	114,739.46	8%
MIXED RECYCLING - OTHERS	94,339.94	420,000.00	325,660.06	22%
GLASS	0.00	0.00	0.00	0%
BATTERIES	1,142.00	4,000.00	2,858.00	29%
ELECTRONICS				
	<b>329,687.15</b>	<b>2,344,000.00</b>	<b>2,014,312.85</b>	<b>14%</b>
<b>OTHER INCOME</b>				
COMPOST	31,440.00	150,000.00	118,560.00	21%
RENTAL INCOME	33,237.00	120,000.00	86,763.00	28%
INTEREST ON INVESTMENTS	11,758.06	65,000.00	53,241.94	18%
GRANT REVENUE	0.00	0.00	0.00	0%
MISC INCOME	11,237.28	25,000.00	13,762.72	45%
	<b>87,672.34</b>	<b>360,000.00</b>	<b>272,327.66</b>	<b>24%</b>
<b>TOTAL REVENUES</b>	<b>6,023,060.85</b>	<b>25,205,448.00</b>	<b>19,182,387.15</b>	<b>24%</b>
<b>EXPENSES</b>				
MADISON HEIGHTS TRANSFER STATION	50,118.27	291,800.00	-241,681.73	17%
TROY TRANSFER STATION	443,818.32	3,827,100.00	-3,383,281.68	12%
MATERIAL RECOVERY FACILITY	350,975.87	2,262,500.00	-1,911,524.13	16%
HOUSEHOLD HAZARDOUS WASTE	31,902.36	492,400.00	-460,497.64	6%
COMPOST FACILITY	131,488.80	481,600.00	-350,111.20	27%
ADMINISTRATIVE AND GENERAL	302,126.32	1,380,900.00	-1,078,773.68	22%
COLLECTION CONTRACT EXPENSES	1,593,335.71	1,759,300.00	-165,964.29	91%
IN TRANSIT	2,517,777.71	2,238,600.00	279,177.71	112%
	<b>5,421,543.36</b>	<b>12,734,200.00</b>	<b>-7,312,656.64</b>	<b>43%</b>
<b>REVENUE OVER EXPENSES</b>	<b>601,517.49</b>	<b>12,471,248.00</b>	<b>-11,869,730.51</b>	<b>5%</b>

**SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY AUTHORITY**  
**COMPARATIVE STATEMENT**  
07/01/19..09/30/19

USD

	2019/2020	2018/2019	Variance
<b>REVENUES</b>			
<b>MUNICIPAL REFUSE</b>			
MEMBER MSW	4,933,738.76	4,762,377.02	171,361.74
MONTHLY SURCHARGE	282,003.00	282,003.00	0.00
NON-MEMBER MSW	362,778.59	351,201.99	11,576.60
NON-MEMBER YARD WASTE	27,181.01	33,632.88	-6,451.87
	<u>5,605,701.36</u>	<u>5,429,214.89</u>	<u>176,486.47</u>
<b>SALE OF RECYCLED MATERIAL</b>			
MIXED PAPER	17,489.49	18,588.28	-1,098.79
NEWSPAPER	29,383.32	53,217.25	-23,833.93
CARDBOARD	57,063.37	114,263.35	-57,199.98
SORTED OFFICE PAPER	5,171.07	0.00	5,171.07
PLASTICS	88,010.59	108,328.93	-20,318.34
SCRAP METAL	15,034.03	37,898.11	-22,864.08
ALUMINUM CANS	11,792.80	17,950.83	-6,158.03
TIN CANS	10,260.54	19,870.17	-9,609.63
MIXED RECYCLING - OTHERS	94,339.94	0.00	94,339.94
GLASS	0.00	0.00	0.00
BATTERIES	1,142.00	2,727.00	-1,585.00
ELECTRONICS			
	<u>329,687.15</u>	<u>372,843.92</u>	<u>-43,156.77</u>
<b>OTHER INCOME</b>			
COMPOST	31,440.00	43,381.00	-11,941.00
RENTAL INCOME	33,237.00	30,037.00	3,200.00
INTEREST ON INVESTMENTS	11,758.06	13,584.80	-1,826.74
GRANT REVENUE	0.00	0.00	0.00
MISC INCOME	11,237.28	3,783.75	7,453.53
	<u>87,672.34</u>	<u>90,786.55</u>	<u>-3,114.21</u>
<b>TOTAL REVENUES</b>	<b>6,023,060.85</b>	<b>5,892,845.36</b>	<b>130,215.49</b>

**SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY AUTHORITY**

TOTAL SERVICE CHARGES

JULY 1, 2019 - SEPTEMBER 30, 2019

<b>MUNICIPALITY</b>	<b>TONS</b>	<b>SERVICE CHARGES</b>
BERKLEY	2,288	\$275,444.21
BEVERLY HILLS	1,782	\$189,279.00
BIRMINGHAM	3,479	\$424,371.00
CLAWSON	1,922	\$237,870.57
FERNDALE	3,780	\$517,693.51
HAZEL PARK	2,401	\$324,378.00
HUNTINGTON WOODS	930	\$100,904.46
LATHRUP VILLAGE	713	\$84,892.85
OAK PARK	3,379	\$486,155.81
PLEASANT RIDGE	486	\$53,738.65
ROYAL OAK	8,922	\$1,253,242.18
TROY	11,173	\$1,267,771.52
	<hr/>	<hr/>
SUB TOTAL	41,255	\$5,215,741.76
OTHER CUSTOMERS	9,291	\$389,959.60
DROP OFF CENTER	152	
	<hr/>	<hr/>
	9,443	\$389,959.60
	<hr/> <hr/>	<hr/> <hr/>
TOTAL	50,698	\$5,605,701.36

**SOUTHEASTERN OAKLAND COUNTY RESOURCE RECOVERY**

Construction in Progress

Period: 7/1/19-9/30/19

**FIXED ASSET EXPENDITURES**

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MRF FIRE ROVER	11,051.15
TRANSFER STATION	15,482.71
MH RENOVATION	1,400.14
	<hr/>
	<b>27,934.00</b>