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, MAY 18, 2020 Council Chambers 7:00 p.m.

ADMINISTRATION

Dr. Sheryl L. Mitchell City Administrator

Pamela BratschiCity Treasurer

Scott McKee
Chief of Police

Yvette Talley City Clerk

Susie Stec
Comm. & Econ. Dev.
DDA Director

Christopher CloughParks & Recreation

REMOTE MEETING VIA ZOOM

https://zoom.us/j/94411296112?pwd=enR2SUM0ZENtd3lsME5qaXJrNFJFdz09

or Phone in at 312 626 6799 or 646 558 8656 Webinar ID: 944 1129 6112 Password: 334772

AGENDA ITEMS

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

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

- 5. Consent Agenda
 - A. **Approval of Minutes** April 20, 2020 Budget Study Session
 - B. **Approval of Minutes** April 20, 2020 Council Meeting
 - C. **Approval of Minutes** April 27, 2020 Budget Study Session
 - D. Approval of Minutes May 4, 2020 Special Council Session

6. Consider / Approval of Monthly Disbursement Reports for the Month of January 2020:

JANUARY 2020 DISBURSEMENTS				
FUND 101	GENERAL FUND	\$	410,174.83	
FUND 202	MAJOR ROADS	\$	7,360.84	
FUND 203	LOCAL ROADS	\$	12,937.36	
FUND 258	CAPITAL FUND	\$	9,235.00	
FUND 494	DOWNTOWN DEV. AUTH	\$	11,681.87	
FUND 592	WATER & SEW	\$	180,402.52	
TOTAL DISB	URSEMENTS	\$	631,792.42	

- 7. Consider / Acceptance of the Department Reports
- 8. **Presentation** None
- 9. **Public Comment For Items on the Agenda** (Speakers are limited to 3 minutes)
- 10. **Public Hearings** Fiscal Year 2020-2021 Budget
- 11. Action Requests For Consideration/Approval:
 - A. Adoption of FY 2020/21 Budget
 - B. Approval of Plante Moran Engagement Letter for Professional Services Agreement
 - C. Approval of Plante Moran Additional Services
 - D. Approval Resolution- Opting in to Community Development Block Grant (CDBG) Program for 2021, 2022 and 2023
 - E. Approval Capital Purchase of Recreation Van
 - F. Appointment SOCRRA Representative and Alternate
 - G. Appointment SOCWA Representative and Alternate
 - H. Proclamation Declaring the First Friday in June to be National Gun Violence Awareness Day
- 12. City Administrator Report
- 13. City Attorney Report
- 14. Reports of Boards, Commissions and Committees
- 15. Unfinished / New Business
- 16. **Public Comment** (Speakers are limited to 2 minutes)
- 17. Mayor and Council Comments
- 18. Adjourn

NOTICE OF ELECTRONIC PUBLIC MEETING CITY OF LATHRUP VILLAGE CITY COUNCIL

Meetings

April 27, 2020 at 6pm Budget Study Session May 4, 2020 at 6pm Special Meeting

May 18, 2020 at 6pm Study Session

May 18, 2020 at 7pm Council Meeting & Budget Hearing

In accordance with Gov. Whitmer's Executive Order 2020-48, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting electronically using www.Zoom.US for videoconference and public access.

This meeting is a regular study session and meeting of the City Council.

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

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

CITY OF LATHRUP VILLAGE

CLICK FOR ZOOM WEBINAR SIGN IN INFORMATION

CITY OF LATHRUP VILLAGE CITY COUNCIL BUDGET STUDY SESSION MEETING MINUTES APRIL 20, 2020

MINUTES OF THE BUDGET STUDY SESSION MEETING OF THE CITY COUNCIL CITY OF LATHRUP VILLAGE HELD ON MONDAY, APRIL 20, 2020 VIA REMOTE MEETING - ZOOM.

The meeting was called to order at 5:58 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, Asst. City Adm/Treasurer, Pamela

Bratschi, City Attorney, Scott Baker, Police Chief, Scott McKee, Manager, Community & Economic Development, Susie Stec, LVTV Jim Nelson, and City

Clerk Yvette Talley

The purpose of the meeting is to discuss FY2020/2021 budget:

- A. Discussed Fiscal Year 2020/2021 Budget Revenues and General fund- Dr. Mitchell and Pamela Bratschi gave an overview and answered specific questions. District Court fines, Community room rental revenues reduction, Major Streets-revenues, Local Streets- revenues, water sewer rates. Scheduled a budget session for April 27, 2020 at 6:00 p.m. via remote meeting on Zoom.
- B. Miscellaneous budget items will discuss at April 27, 2020 budget session 6:00 p.m.
- C. Discussed Southfield Road Traffic Enforcement Update It's been noticed traffic moving faster than normal speed. A discussion will he had with other communities, after the COVID-19 pandemic to increase traffic enforcement on Southfield Rd.
- D. Discussed –Rackham water/phragmites update Dr. Sheryl Mitchell gave an overview and answered specific questions. Will continue with the eradication of the phragmites.
- E. Discussed Code enforcement officer update Dr. Sheryl Mitchell gave an overview and answered specific questions. Extended an offer to the applicant and they should start early May.
- F. Discussed Parking blocks and parking solutions Mayor Pro Tem Kantor suggested to send a letter to business owners, continue to ticket and simultaneously continue the long- term approach to solving parking issues. Dr. Mitchell said side street parking viewed as something that could happen prior to the overall Southfield road reconstruction.
- G. Discussed No Parking signs on residential streets along Southfield road Dr. Mitchell said DPS will install signs in the problematic areas through early May.
- H. Discussed Sign Ordinance update Scott Baker said this will be on the Planning Commission's agenda next month for discussion.
- I. Discussed recycling program update by Council member Siddiqi will have a report at the next meeting.
- J. Discussed Marijuana sub-committee update goals and framework and will follow-up on various tasks given to committee members.
- K. Discussed Infrastructure committee update Mayor Pro Tem Kantor said town hall meetings scheduled for Thursday, April 23, at 7:00 p.m. and Sunday April 26 at 3:00 pm. via virtual Zoom meetings.

CITY OF LATHRUP VILLAGE CITY COUNCIL BUDGET STUDY SESSION MEETING MINUTES APRIL 20, 2020

L. Discussed – 2019/2020 – City Administrator goals & evaluation Mayor Garrett said she does not have all of them. Once they've all been received, there will be a discussion.

Mayor and Council Comments – Mayor Garrett discussed relaxing enforcing codes during these times while dealing with the pandemic.

Public Comments - None

Meeting adjourned at 7:02 p.m.

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, APRIL 20, 2020 HELD REMOTELY VIA - ZOOM.

The meeting was called to order at 7:05 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor MyKale Garrett and Mayor Pro Tem Kantor

Council members Ian Ferguson, Saleem Siddiqi, Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, Asst. City Administrator, Pamela

Bratschi, City Attorney, Scott Baker, Police Chief Scott McKee, Sgt. Michael Zang,

Manager, Community & Economic Development, Susie Stec and City Clerk,

Yvette Talley

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

CO-20-40 APPROVAL OF AGENDA

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

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CONSENT AGENDA

CO-20-41 Approval of Minutes - March 2, 2020 – Study Session

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve the Study Session meeting minutes for March 2, 2020.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-42 Approval of Minutes – March 2, 2020- City Council Meeting

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve the City Council meeting minutes for March 2, 2020.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-43 Approval of Minutes – March 30, 2020- Special City Council Meeting

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to approve the Special City Council meeting minutes for March 30, 2020 with corrections.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-44 Approval of Minutes – April 6, 2020- Budget Study Session

Motion by Mayor Pro Tem Kantor, seconded by Council member Siddiqi to approve the Special City Council meeting minutes for March 30, 2020 with corrections.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-45 APPROVAL OF DISBURSEMENT REPORTS

Motion by Mayor Tem Kantor, seconded by Council member Stallings to approve the Disbursement Reports for the month of February 2020.

Fund 101	General Fund	\$252,164.73
Fund 202	Major Roads	\$9,878.28
Fund 203	Local Roads	\$8,037.36
Fund 494	Downtown Dev. Authority	\$12,218.47
Fund 592	Water & Sewer	\$117,758.33

Total Disbursements \$400,057.17

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-46 APPROVAL OF DISBURSEMENT REPORTS

Motion by Council member Stallings, seconded by Council member Ferguson to approve the Disbursement Reports for the month of March 2020.

Fund 101 General Fund \$227,741.82 Fund 202 Major Roads \$10,931.48 **Local Roads** Fund 203 \$8,918.21 Fund 258 Capital Acquisition fund \$5,737.50 Fund 494 Downtown Dev. Authority \$10,314.37 Fund 592 Water & Sewer \$222,838.55 **Total Disbursements** \$486,481.93

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-47 CONSIDERATION APPROVAL OF THE 3RD QUARTER INVESTMENT REPORT

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the 3rd Quarter Investment Report.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-48 CONSIDERATION OF A MOTION TO ACCEPT DEPARTMENTAL REPORTS

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

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-49 PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None

CO-20-50 PUBLIC HEARINGS

None

CO-20-51 ACTION REQUESTS

A. Consideration to approve Publishing Public Notice for 2020 Capital Improvement Plan on May 4, 2020

Dr. Mitchell gave an overview and answered specific questions.

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve scheduling a public hearing for 2020 Capital Improvement Plan for May 4, 2020.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

B. Consideration to Schedule a Public Hearing for FY 2020/2021 Budget Hearing on May 18, 2020

Motion by Council member Stallings, seconded by Mayor Pro Tem Kantor to approve scheduling of FY 2020/2021 Budget Hearing on May 18, 2020.

Yes: Ferguson, Garrett, Kantor, Siddigi, Stallings

No: None

Motion carried.

C. Consideration of the Final Delinquent Special Assessment Roll

Motion by Council member Siddiqi, seconded by Council member Stallings to approve the final Delinquent Special Assessment Roll.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

D. Consideration of 2019 Consumers Annual Report on Water Quality

Motion by Council member Siddiqi, seconded by Council member Stallings to accept the City of Lathrup Village 2019 Consumers Annual Report on Water Quality and instruct the City Clerk to forward a copy of the report to the State of Michigan DEQ, SOCWA, and Oakland County Health Department, along with the Certificate of Distribution, as required under the laws of Michigan.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

E. Acknowledgement of the Proclamation for Arbor Day

City Council acknowledge receipt of the proclamation for Arbor Day.

CO-20-52 CITY ADMINISTRATOR REPORT

Dr. Sheryl Mitchell reported- Your Town magazine is at the post office and residents should receive it soon. Water bills were printed double sided but new bills were re-printed. It was discovered that the credit card company has not applied credit card payments to the accounts due the shortage of staff. We are aware of the issues and if there are any fees assessed they will be waved for this month. Administrative offices are still under the stay home stay safe order. Staff who come into the office have to take their temperatures and complete a form indicating they are in good health. Oakland County will conduct testing for COVID-19 and more information can be found on the city's website.

CO-20-53 CITY ATTORNEY

Scott Baker stated that due to the Executive Order from the Governor that deems landscaping as non-essential, he wanted to know how the City Council wanted to proceed with this issue as it relates to the weeds and noxious growths regarded as common nuisances. After discussion City Council decided to adhere to the Executive Order.

CO-20-54 REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES

Council member Siddiqi reported there was meeting with the marijuana committee in April. Discussed goals, tasks were assigned to committee members, they will speak with residents, will have meetings to update the residents and decide on if to allow usage in the city.

Mayor Pro Tem Kantor reported there will be town hall meetings Thursday, April 23 at 7:00 p.m. and Sunday, April 26 at 3:00 both meetings remotely via Zoom.

Dr. Mitchell state that 70% of residents have responded to the 2020 Census. Council member Stallings urged all residents to complete the census.

CO-20-55 UNFINISHED/NEW BUSINESS

None

CO-20-56 PUBLIC COMMENTS

None

CO-20-57 MAYOR/CITY COUNCIL COMMENTS

Mayor Pro Tem asked for an update on the Russian ballot contract. Dr. Mitchell stated they were considering looking for another location but the contract will end in June and she is open to conversations as to the contracts. Update on home with lights in the trees, code enforcement mailed a notice to their home. House in the woods will be discussed at the May 4th Study Session.

Dr. Mitchell stated we share zip code with Southfield but the GIS map on Oakland County's website identifies the entire zip code as Lathrup Village 48076. It's an inaccurate portrayal of what's happening in our community. Oakland County will not correct the map but will share the correct numbers for Lathrup Village. As of April 17th for the City of Lathrup Village, there are 75 cases of COVID-19 and 5 fatalities. If you have any of the symptoms or want to get tested, call Oakland County nurse 1-800-848-5533.

Mayor Garrett asked for all of us to show each other grace and compassion during this time and not to be as aggressive with code enforcement.

Council member Stallings thanked Kabob Kabob for donating food to Beaumont hospital.

Motion by Council member Stallings, seconded by Council member Siddiqi to adjourn this meeting. Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings No: None Motion carried. The meeting was adjourned at 7:54 p.m. Transcribed by Yvette Talley Mykale Garrett, Mayor Transcribed by Yvette Talley

City Clerk

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

MINUTES OF THE BUDGET STUDY SESSION MEETING OF THE CITY COUNCIL CITY OF LATHRUP VILLAGE HELD ON MONDAY, APRIL 27, 2020 VIA REMOTE MEETING - ZOOM.

The meeting was called to order at 6:11 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 Siddigi, Donna Stallings

Also Present: City Administrator Dr. Sheryl L. Mitchell, Asst. City Adm./Treasurer Pamela

Bratschi, City Attorney, Scott Baker, Police Chief Scott McKee, Manager, Community & Economic Development, Susie Stec, Government Operations,

Kelda London and City Clerk Yvette Talley

The purpose of the meeting is to discuss FY2020/2021 budget:

Discussion- an increase in the number of signs for businesses displayed on Southfield Rd during the COVID-19 pandemic. The city has relaxed the sign ordinance for all businesses during the COVID 19 pandemic to allow signs to indicate they are open for business. Once the pandemic is over, the expectation is that the signs will be removed. The city will send a letter to all businesses informing them of this and enforcement will proceed if the signs are not removed.

Discussion: - Fiscal Year 2020/21 Budget – Dr. Mitchell gave an overview and answered specific questions. It's unknown the impact how the current state of the economy will have on state revenue sharing. It is estimated that 20% -30% reduction in revenue sharing is predicted. Will know more once additional information is obtained from the State of Michigan. Discussion on what is the level of maintenance for the house in the woods property as it relates to the budget? City Attorney stated that DPW can attend to City owned property as part of their normal contract to maintain city property. Maintaining ingress and egress of the property. City Council recommended that ingress and egress of the property be maintained by DPS.

Government Services

Discussion of staff increase 1% cost of living and 1% performance evaluation.

<u>General Fund – Administration</u>

Discussion -Part-time code enforcement position is reflected in the budget. A part-time Assistant City Administrator/Grant writer position is not reflected in the budget at this time but will add a place holder for working 10 hours per week.

Public Services- Sidewalk program

Discussion- Year 1 will be for business corridors. Recommendation by City Council \$30,000 in expenses and \$10,000 in revenues.

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

<u>Lathrup Services</u>

Recommendation by City Council for the budget to reflect a 1% increase.

Recreation

The contract for several pieces of the equipment in the fitness Center is \$5,000. It's not recommended for renewal.

General fund - Building & Grounds

Parking Lots & Grounds reflects \$4,000 for contracting with City of Southfield for the required sweeping of the City Hall and DPS parking lots.

General Fund – Public Safety

Not to fill the full-time officer position and complete vacant shifts with part-time officers, until trial period is concluded for officers working 12-hour shifts.

Discussion of implementing protocol for cleaning of City Hall on a regular basis.

<u>Major Streets</u> – Discussion - There is a need to set aside funding for the upcoming reconstruction of the next sections of 11 Mile Rd. Discussion – City Council recommended that \$110,000 will stay in major street fund.

<u>Local Streets</u> – Discussion of the budget reflects \$149,200 is being transferred from the General Fund =1 Mill.

<u>Water Fund & Sewer Fund</u> – Discussion – It is necessary to increase the water rate in order to pay for the water main projects and water system maintenance. (lead and copper water lines)

<u>Capital Improvements</u> – Discussion - Technology to assist with presentations - monitors will be located on the walls of City Council Chambers, conference room and meeting place. May 4, 2020 at 6:00 p.m. will be public hearing for Capital Improvement Plan remotely via zoom.

-Tasers for the Police Department, new parking lot – DPW, park investment package (community garden), hanging flower baskets and enhancements to the parks.

Mayor and Council Comments

Mayor Pro Tem Kantor asked for a projected timeline for the marijuana study group, sunset date is September 28, 2020. Will gather data and the goal is to have a presentation for City Council and residents in July. The committee is working on resident feedback piece, types of licenses/facilities, how many to issue, fees to charge, police data, retail -vs- medical marijuana, is there an increase in crime and contact other cities for feedback. Send letters to businesses who have customers who are in violation of parking on sidewalks. If the problem continues, asking them to install bumper blocks. Discussion of City Administrator's evaluation with Mayor and Mayor Pro – Tem. City Council will discuss her evaluation on May 4, 2020 Special meeting.

<u>Public Comments</u> - None

Meeting adjourned at 7:58 p.m.

MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, May 4, 2020 HELD REMOTELY VIA - ZOOM.

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, Saleem Siddiqi, Donna Stallings

Also Present: City Administrator, Dr. Sheryl L. Mitchell, Asst. City Administrator/Treasurer,

Pamela Bratschi, City Attorney, Scott Baker, Police Chief Scott McKee, Sgt. Michael Zang, Manager, Community & Economic Development, Susie Stec,

Government Operations, Kelda London and City Clerk, Yvette Talley

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

CO-20-59 A. PUBLIC HEARING - 2020-2025 CAPITAL IMPROVEMENT PLAN

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

Mayor Garrett opened the public hearing.

Sandra Gross, 18789 Saratoga Blvd.- stated she is in favor of the vegetable garden.

Mayor Garrett closed the public hearing.

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to Accept the Capital Improvement Plan for 2020-2025, as presented and passed by the City of Lathrup Village Planning Commission.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-60 Discussion – Fiscal Year 2020/21 Budget

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

<u>General Fund/Government Operations</u> – Revenue sharing is unknown at this time due to the current pandemic.

Government Services

<u>Staffing</u> – will be 2% increase recommended. Vehicle expense – no change

General Fund - Administration -

A part-time Code Enforcement position is reflected in the budget.

<u>Public Services – Sidewalk Program</u> - Council has requested to implement a sidewalk maintenance program with year 1 being for the business corridors. \$10,000 in revenues and \$30,000 in expenses included in the FY 2020/2021 budget.

<u>Lathrup Services – Department of Public Services</u>

The budget will reflect a 1% increase for staffing - the contract is divided between General Fund – Public Services, Local roads, Major roads, Water/Sewer fund.

Recreation

The timetable for rescheduling holding events in the Community Room and group programming is undetermined at the present time. Programming categories are renamed to Adult, Seniors and Children/Youth. The contract for several pieces of equipment in the fitness center is \$5,000 annually for 3 years. It is not included in the budget.

General Fund - Building & Grounds

Parking lots and Grounds reflects \$4,000 for contracting with City of Southfield for the required sweeping of the City Hall and DPW parking lots under the (Municipal Separate Storm Sewer System (MS4 permit) Additional \$25,000 is added to Salary & Wages – Temporary for building sanitization services.

General Fund – Public Safety

To not fill the full-time officer position and complete vacant shifts with part-time officers, until trial period is concluded and a clearer understanding of the costs are known.

Major Streets

City Council recommendation is NOT transfer \$110,000 from Major Streets to Local Streets.

Local Streets

Budget does NOT reflect \$110,000 is being transferred from Major Streets. Budget reflects \$149,200 is being transferred from the General Fund=1 Mill. Water main project will not be completed until the Fall therefore, the paving will be done Spring 2021.

Water Fund

Increase in Water Purchase Rates from \$15.67 to \$17.73. It is necessary to increase the Water Rate in order to pay for the Water Main Projects and Water System Maintenance. Total water rate increase is 8.78%.

Sewer Fund

Sewer system maintenance \$100,000 to clean and televise approximately 25,000 lft of sewers located north of I-696. \$20,000 to comply the design/modeling/reporting requirements under the EGLE Administrative Consent Order (ACO).

Capital Expenditure - The annual payment for Lathrup Village is \$160,000 is for the Evergreen Farmington Sewer Disposal District's Long-Term Corrective Action Project. Lathrup Village share is 3.06% which estimated payment of \$2,448,000. Projected shortfall of \$241,000 and will have to go into the fund balance. Leaving the fund balance with \$1.3 million.

Capital Improvements

Monitors purchased for Council chambers, conference room and the meeting place. Tasers for the Police Dept., new parking lot – DPW, park investment package, community vegetable garden.

CO-20-61 Discussion/Recommendation – City Administration Evaluation and Compensation Package Options

City Council discussed City Administrator evaluation and compensation package options.

Motion by Council member Stallings, seconded by Council member Ferguson to approve a 2% increase with the addition of up to 3% match added on to her retirement contribution and direct City Attorney, Scott Baker to draft the appropriate language for the City Administrator compensation package.

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

CO-20-62 Mayor and Council Comments

Council member Ferguson discussed having a plaque placed on the Gordie Howe home. City Attorney stated this is not a proper use of public money. Dr. Mitchell stated to check if there is a community foundation that's willing to participate in cost sharing. Council member Ferguson asked for feedback on the Village idiots podcast to bring good cheer and updates — it's on Villagers.

Mayor Pro Tem Kantor asked if there is an ordinance to regulate odor of marijuana odor in the community. Attorney Baker stated there are no restrictions on odors.

Council member Siddiqi will have information on the recycle program at the next City Council meeting. Marijuana 7:00 pm tomorrow the Marijuana study group will meet.

Dr. Sheryl Mitchell we received financial support for 15 businesses in the City thanked Congresswoman Brenda Lawrence and County Executive David Coulter – Oakland County Executive for their support. All employees and Police officers are encouraged to take the COVID-19 test. Oakland County Nurse -800-848-5533.

Test Sites:

Southfield - Monday and Wednesday

27725 Greenfield Southfield, MI Between 11 and 12 mile, look for white tent)

Pontiac – Tuesday and Thursday

1200 N. Telegraph Rd Pontiac, MI (parking lot behind the Medical Examiner)

Council member Stallings said – 23832 Southfield Rd., Southfield, MI -COVID-19 testing 8:00 a.m.-6:00 p.m. 248- 569-2600 (bring identification and insurance card)

CO-20-63 Public Comments

Sandra Gross asked -due to COVID-19 what happens to the events that are in the proposed budget if the events don't take place? Dr. Mitchell said there will not be any programming through the month of June due to COVID-19. Grants used for recreation services that can only be used for those purposes unless we get authorization to use it differently from the funder.

Also, the money allocated for the for the Library what happens to the money because they're closed. Answer: Dr. Mitchell stated the question has to be directed to the Library Board concerning staff, lay-offs, availability of services etc. The money assessed to the Library can't be reprogrammed.

Question from LP (resident) -regarding the need for recreation department during COVID-19. Dr. Mitchell stated, we're working on creative ways to gather and to maintain social distancing. Trying to be creative on what can be done, like online activities, projects and programs. Also, recreation staff works on many other tasks other than recreation; for example- City Hall grounds, parks, building problems etc.

CO-20-64 ADJOURNMENT

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

Yes: Ferguson, Garrett, Kantor, Siddiqi, Stallings

No: None

Motion carried.

The meeting was adjourned at 7:35 p.m.

Transcribed by Yvette Talley	
Mykale Garrett, Mayor	Transcribed by Yvette Talley
	City Clerk

Memorandum

To: Mayor and City Council

From: Pamela Bratschi, Treasurer/Assistant City Administrator

Date: May 12,2020

Re: Monthly Approval of Disbursements

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

MOTION:

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

APRIL DISBURSEMENTS W/ SALARY INCLUDED				
FUND 101	GENERAL FUND	\$	410,174.83	
FUND 202	MAJOR ROADS	\$	7,360.84	
FUND 203	LOCAL ROADS	\$	12,937.36	
FUIND 258	CAPITAL FUND	\$	9,235.00	
FUIND 494	DOWNTOWN DEV. AUTH	\$	11,681.87	
FUND 592	WATER & SEW	\$	180,402.52	
TOTAL DISB	URSEMENTS	\$	631,792.42	

CITY OF LATHRUP VILLAGE Disbursement Report

Gross Payroll:		
Payroll Department	Amount	Personnel
Admin	\$16,044.01	Bratschi, Carlton, London, Mitchell Schultz, Talley
DDA	\$2,145.83	Stec
Bldg Mnt	\$0.00	
Police	\$38,816.49	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
Гotal Gross	\$59,899.54	
Deductions	\$21,587.88	
Net Payroll	\$38,311.66	

General Fund	\$56,714.92
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00

Capital Acquisition Fund\$0.00Debt Service Fund SDS Bonds\$0.00Downtown Development Authority\$2,145.83Water & Sewer Fund\$1,038.79

Total	\$59,899.54
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CITY OF LATHRUP VILLAGE

Disbursement Report

Period covered 4/16/202	20-4/30/2020	
Gross Payroll:		
Payroll Department	Amount	Personnel
Admin	\$15,274.01	Bratschi, Carlton, London, Mitchell Schultz, Talley
DDA	\$2,145.83	Stec
Bldg Mnt	\$0.00	
Police	\$34,451.98	Becker, Button, Carmack, Elhourani, Huston
		Knoll,Lask,Lawrence, McKee,Roberts
		Tackett,Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$1,038.79	Carlton
D	04.054.40	
Recreation	\$1,854.42	Clough
Total Gross	\$54,765.03	
Deductions	\$19,864.22	
Net Payroll	\$34,900.81	
	* Fund Totals Include Gross Payro	oll
	General Fund	\$353,459.91
	Major Road Fund	\$7,360.81
	Local Road Fund	\$12,937.36

Local Road Fund	\$12,937.36
Capital Acquisition Fund	\$9,235.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$9,536.04
Water & Sewer Fund	\$179,363.82



BAKER & ELOWSKY, PLLC

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www.bakerelowsky.com

SCOTT R. BAKER JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

April 1, 2020

Via Email

Sheryl Mitchell, DBA, MSA City Administrator City of Lathrup Village 27400 Southfield Road Lathrup Village, MI 48076 Pam Bratschi, MiCPT, CPFA City Treasurer City of Lathrup Village 27400 Southfield Road Lathrup Village, MI 48076

Re: Legal Department Billing for March 1 through March 31, 2020

Dear Dr. Mitchell and Ms. Bratschi:

The following is our law firm's billing to the City of Lathrup Village for the month of February, 2020:

1.	General Retainer	\$2,500.00
2.	Special Legal Services	\$1,917.50
3.	Downtown Development Authority	\$0
4.	Project Reimbursement	\$0
5.	Prosecution/Code Enforcement	<u>\$1,332.50</u>

\$5,750.00

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker

Enclosures

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04-01-2020

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

Invoice Number: 957

Invoice Period: 03-01-2020 - 03-31-2020

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
03-02-2020	LKK	Review of City Council meeting and study session agenda and packet items; attendance at City Council meeting and study session.	2.25	No Charge
03-02-2020	SRB	Review correspondence from Admin re COVID19	0.25	No Charge
03-02-2020	SRB	Review correspondence from Admin re DTE work	0.25	No Charge
03-03-2020	SRB	Review correspondence from S. Stec re mtg with JMC Properties	0.25	No Charge
03-03-2020	SRB	Review correspondence from Admin re freeway closure	0.25	No Charge
03-03-2020	SRB	Review correspondence from Admin re JMC Management LLC	0.25	No Charge
03-04-2020	SRB	Review correspondence from Admin re dance studio rental rates	0.25	No Charge
03-10-2020	SRB	Review correspondence from Admin re DTE work	0.25	No Charge
03-10-2020	SRB	Review correspondence from Admin re DTE work	0.25	No Charge
03-10-2020	SRB	Review correspondence from Admin re City Council agenda items	0.25	No Charge
03-10-2020	SRB	multiple correspondence from Admin re COVID19	0.25	No Charge
03-11-2020	SRB	Review correspondence from Admin re SOCWA water lead replacement agreement	0.25	No Charge
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Page	e 1 of 5

Date	Professional	Description	Hours	Amount
03-11-2020	SRB	Review correspondence from Admin re Safe Places and Work Spaces.	0.25	No Charge
03-11-2020	SRB	Review correspondence from Admin re Oakland County Health	0.25	No Charge
03-11-2020	SRB	Review correspondence from Admin re Census Kick off	0.25	No Charge
03-11-2020	SRB	Review correspondence from S. Stec	0.25	No Charge
03-11-2020	SRB	Telephone Conference with Admin re 3/16 meeting	0.25	No Charge
03-11-2020	SRB	Review correspondence from Admin re 3/16 Council Meeting	0.25	No Charge
03-11-2020	SRB	Review correspondence from Admin re Infectious Disease response plan.	0.25	No Charge
03-12-2020	SRB	Review correspondence from Admin re cancellation of State of City address	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re Council meeting Cancellation	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re Beaumont update	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re Southfield Road Traffic Detail	0.25	No Charge
03-13-2020	SRB	Review correspondence from S. Stec Re Planning Commission Meeting Cancellation	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re Senior Luncheon Rescheduling	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re Business toolkit for COVID19	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re program cancellations	0.25	No Charge
03-13-2020	SRB	Review correspondence from Admin re safe places and work spaces update	0.25	No Charge
03-15-2020	SRB	Review correspondence from Admin re COVID-19 webinars	0.25	No Charge
03-16-2020	SRB	Review correspondence from Admin re Building usage updates	0.25	No Charge
03-16-2020	SRB	Review correspondence from Admin re Safe places & Work spaces update	0.25	No Charge
03-16-2020	SRB	Review correspondence from Admin re SOCRRA update	0.25	No Charge
03-17-2020	SRB	Review correspondence from Admin re: permit inspections	0.25	No Charge

Date	Professional	Description	Hours	Amount
03-17-2020	SRB	Review correspondence from Admin re: Southfield Road speed enforcement	0.25	No Charge
03-17-2020	SRB	Review correspondence from Admin re: Gorbe Litigation	0.25	No Charge
03-17-2020	SRB	Review correspondence from Admin re: Gorbe litigation	0.25	No Charge
03-17-2020	SRB	Review correspondence from Admin re: Bloomberg webinar	0.25	No Charge
03-17-2020	SRB	Review correspondence from Admin re: COVID-19 update	0.25	No Charge
03-18-2020	SRB	Review correspondence from Admin re: COVID-19 update	0.25	No Charge
03-18-2020	SRB	Review correspondence from Admin re: Bloomberg webinar	0.25	No Charge
03-18-2020	SRB	Review correspondence from Admin re: Michigan executive order 2020-15	0.25	No Charge
03-18-2020	SRB	Review correspondence from Admin re: resident complaint	0.25	No Charge
03-18-2020	SRB	Review correspondence from Admin re: login instructions for webinar	0.25	No Charge
03-18-2020	SRB	Review correspondence from Mayor Pro-Tem re resident complaint	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re May election update	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re Governor executive order	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re virtual meeting platform rates	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re remote access format	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re employee issue	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re COVID-19 webinar	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re social distancing update	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re COVID-19 update	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re Virtual meeting executive order	0.25	No Charge
03-19-2020	SRB	Review correspondence from Admin re sick employee	0.25	No Charge
03-19-2020	SRB	Review correspondence from Mayor and Mayor Pro-tem re sick employee	0.25	No Charge
03-19-2020	SRB	Review multiple correspondence from Mayor and Mayor Pro-tem re virtual meeting executive order	0.50	No Charge
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Page	e 3 of 5

Date	Professional	Description	Hours	Amount
03-19-2020	SRB	Review multiple correspondence from Mayor and Mayor Pro-tem re virtual meeting executive order	0.50	No Charge
03-20-2020	SRB	Review correspondence from Admin re Families First Response Act.	0.25	No Charge
03-20-2020	SRB	Review correspondence from Admin re Virtual meeting update	0.25	No Charge
03-20-2020	SRB	Review correspondence from Admin re 27315 code violations	0.25	No Charge
03-20-2020	SRB	Review correspondence from Admin re Labor Attorney	0.25	No Charge
03-21-2020	SRB	Review and respond to multiple correspondence from Mayor and Admin re State of Emergency	1.00	No Charge
03-22-2020	SRB	Review and respond to multiple correspondence from Mayor and Admin re State of Emergency	1.00	No Charge
03-23-2020	SRB	Review multiple correspondence from staff re ZBA request at Lathrup Townhomes	0.50	No Charge
03-23-2020	SRB	Review correspondence from Admin re C&G newspaper	0.25	No Charge
03-23-2020	SRB	Review and respond to multiple correspondence from Mayor and Admin re State of Emergency and EO 2020-21	1.25	No Charge
03-23-2020	SRB	Review correspondence from Admin re Gorbe litigation	0.25	No Charge
03-23-2020	SRB	Review correspondence from Admin re Safe places & Work spaces update	0.25	No Charge
03-24-2020	SRB	Review multiple correspondence from staff re ZBA request at Lathrup Townhomes	0.50	No Charge
03-25-2020	SRB	Review correspondence from S. Stec re PC mtg.	0.25	No Charge
03-25-2020	SRB	Review correspondence from Admin re virtual meeting platforms.	0.25	No Charge
03-25-2020	SRB	Review multiple correspondence from Council members and Admin re Marijuana Ordinance; respond to same.	0.50	No Charge
03-25-2020	SRB	Review correspondence from Admin re COVID-19 screening policy; reply to same.	0.25	No Charge
03-25-2020	SRB	Review correspondence from Admin re Spring Your Town issue	0.25	No Charge
03-25-2020	SRB	Review and respond to correspondence from admin re Families First Legislation	0.25	No Charge
03-25-2020	SRB	Review correspondence from Admin re Special Meeting Agenda	0.25	No Charge
03-25-2020	SRB	Review correspondence from Admin re daily screenings.	0.25	No Charge
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Pag	e 4 of 5

Date	Professional	Description	Hours	Amount
03-26-2020	SRB	Review correspondence from S. Stec re virtual planning commission meeting	0.25	No Charge
03-27-2020	SRB	Review correspondence from Admin re City Resolutions	0.25	No Charge
03-27-2020	SRB	Review correspondence from Admin re personnel policy amendment	0.25	No Charge
03-27-2020	SRB	Review correspondence and Agenda packet for Special meeting of City Council 3-30	0.50	No Charge
03-27-2020	SRB	Review correspondence from Admin re personnel policies	0.25	No Charge
03-30-2020	SRB	Review correspondence from Admin re test zoom meeting	0.25	No Charge
03-30-2020	SRB	Review correspondence from Admin re agenda item corrections	0.25	No Charge
03-30-2020	SRB	Review correspondence from Admin re Beaumont press release	0.25	No Charge
03-30-2020	SRB	Review multiple correspondence from Admin re emergency resolution question	0.25	No Charge
03-31-2020	SRB	Services Rendered		2,500.00
		То	tal Fees	2,500.00
Time Sum	mary			
Professional			Hours	Amount
Leann Kimbe	rlin		2.25	0.00
Scott Baker		To	25.25 tal Fees	2,500.00 2,500.00
		10	.ai i 003	_,555.50
		Total for this In	voice	2,500.00

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04-01-2020

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

Invoice Number: 958

Invoice Period: 03-01-2020 - 03-31-2020

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
03-03-2020	SRB	Telephone conference with Sgt Zang.	0.25	32.50
03-04-2020	SRB	Telephone conference with Code Officer re site violations at Olga's	0.25	32.50
03-04-2020	SRB	Receipt and review correspondence from Jim Wright concerning availability for March 18 court appearance.	0.25	32.50
03-05-2020	SRB	Receipt and review of 46th District Court draft docket for 03/11/2020.	0.25	32.50
03-09-2020	SRB	Review correspondence from 46th District Court re COVID-19 updates.	0.25	32.50
03-10-2020	SRB	Receipt and review of final docket for 46th District Court formal hearings for 03/11/2020.	0.25	32.50
03-11-2020	SRB	Appear in 46th District Court for Prosecution Docket.	3.50	455.00
03-12-2020	SRB	Receipt and review of 46th District Court draft docket for 03/18/2020.	0.25	32.50
03-12-2020	SRB	Review correspondence from 46th District Court re COVID-19 updates.	0.25	32.50
03-13-2020	SRB	Review correspondence from 46th District Court re COVID-19 response	0.25	32.50
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Page	1 of 2

Date	Professional	Description	Hours	Amount
03-13-2020	SRB	Review multiple correspondence from Code Enforcement officer and property management company re site violations at Olga's	0.75	97.50
03-13-2020	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 20L0001638.	0.25	32.50
03-13-2020	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 20L0001637.	0.25	32.50
03-13-2020	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Jim Wright to appear for formal hearing re: 20L0001639.	0.25	32.50
03-13-2020	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 20LV00645A; copy to Police Clerk.	0.25	32.50
03-13-2020	SRB	Receipt and review notice from 46th District Court. Draft correspondence to Officer to appear for formal hearing re: 20LV00576A; copy to Police Clerk.	0.25	32.50
03-17-2020	SRB	Draft correspondence to and review response from 46th District Court re 3-18-20 Docket Adjournment due to COVID-19	0.25	32.50
03-17-2020	SRB	Review updated Order from 46th District Court re COVID-19	0.25	32.50
03-19-2020	SRB	Review and respond to multiple correspondence from code enforcement officer; telephone conference with same re resident complaint.	0.75	97.50
03-19-2020	SRB	Telephone conference with code officer	0.25	32.50
03-19-2020	SRB	Review correspondence from 46th District Court re COVID-19 updates.	0.25	32.50
03-20-2020	SRB	Review correspondence from 46th District Court re COVID-19 updates.	0.25	32.50
03-20-2020	SRB	Review multiple correspondence from code enforcement officer re 27315 code violations	0.25	32.50
03-24-2020	SRB	Review correspondence from 46th District Court re COVID-19 updates.	0.25	32.50
		To	otal Fees	1,332.50
Time Sum Professional	-		Hours	Amount
Scott Baker			10.25	1,332.50
= 3		Тс	otal Fees	1,332.50
		Total for this li	nvoice	1,332.50
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Page	2 of 2

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04-01-2020

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

Invoice Number: 959

Invoice Period: 03-01-2020 - 03-31-2020

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
03-03-2020	SRB	Review correspondence from Building Official re mtg with JMC Properties	0.25	32.50
03-03-2020	SRB	Review correspondence from Planner re mtg with JMC Properties	0.25	32.50
03-04-2020	SRB	Review correspondence from Planner re Alley use for Lathrup Shopping Plaza	0.25	32.50
03-05-2020	SRB	Review and respond to multiple correspondence from resident re various concerns	0.50	65.00
03-11-2020	SRB	Review Agenda for Planning Commission Meeting	0.25	32.50
03-11-2020	SRB	Review correspondence from attorney for PAP Investments Re Encroachment License.	0.25	32.50
03-12-2020	LKK	Appearance at Oakland County Register of Deeds and consultation with analyst to record Lan Lan Holdings and PAP Investments Easement Encroachment Licenses.	1.50	195.00
03-16-2020	SRB	Review correspondence from attorney for PAP Investments Re Encroachment License.	0.25	32.50
03-18-2020	SRB	Review/ respond correspondence from Planner re parking in LV right-of-way.	0.25	32.50
03-19-2020	SRB	Meeting with Mayor and Admin re teleconferencing	0.50	65.00
		We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.	Page	1 of 2

Date	Professional	Description	Hours	Amount
03-19-2020	SRB	Participate in Coronavirus local response initiative webinar	1.50	195.00
03-20-2020	SRB	Review multiple correspondence from planner re ZBA request at Lathrup Townhomes	0.25	32.50
03-23-2020	SRB	Review multiple correspondence from developer re ZBA request at Lathrup Townhomes	0.25	32.50
03-23-2020	SRB	Review multiple correspondence from planner re ZBA request at Lathrup Townhomes	0.25	32.50
03-23-2020	SRB	Draft proposed emergency preparedness ordinance and Resolution declaring State of Emergency.	2.00	260.00
03-23-2020	SRB	Draft proposed declaration for State of Emergency	0.50	65.00
03-24-2020	SRB	Review multiple correspondence from developer re ZBA request at Lathrup Townhomes	0.25	32.50
03-25-2020	SRB	Research HIPPA / Oakland Health Dpt Order 2020-05 issue.	0.50	65.00
03-25-2020	SRB	Draft resolution for Families First compliance	0.75	97.50
03-26-2020	SRB	Draft amendment to Employee Personnel Manual in response to Families first Act.	0.75	97.50
03-26-2020	SRB	Participate in Coronavirus local response initiative webinar	1.50	195.00
03-27-2020	SRB	Review correspondence from City labor counsel	0.25	32.50
03-30-2020	SRB	Prepare for and attend Special Meeting of City Council.	1.00	130.00
03-30-2020	SRB	Attend virtual meeting with Admin in preparation for Special meeting of Council	0.50	65.00
03-31-2020	SRB	Draft Notice of Adoption for Emergency Preparedness Ordinance; fwd to clerk for publication.	0.25	32.50
		To	tal Fees	1,917.50
Time Sum	-			A .
Professional Hours			1.50	195.00
Leann Kimber Scott Baker	11111		1.50 13.25	1,722.50
Sout Bandi		Тс	otal Fees	1,917.50
		Total for this li	nvoice	1,917.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

1/10

Page:

User: PAM DB: Lathrup

PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE ORIGINAL 2019-20 04/30/2020 MONTH 04/30/20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 101 - GENERAL FUND Revenues Dept 000.000 101-000.000-401.000 CITY TAXES 101-000.000-402.000 REFUSE COLLECTION TAXES 101-000.000-409.000 DELQ PERSONAL PROPERTY REVENU 2,693,123.00 2,693,123.00 2,566,606.54 0.00 126,516.46 95.30 403,957.00 403,957.00 391,058.56 0.00 12,898.44 96.81 7,000.00 5,000.00 1,414.56 0.00 3,585.44 28.29 38,500.00 101-000.000-414.000 TAX PENALTIES 101-000.000-415.000 MISCELLANEOUS REVENUE 101-000.000-416.000 WORK COMP DIVIDEND REVENUE 0.00 38,500.00 16,455.04 22,044.96 42.74 0.00 0.00 0.00 0.00 0.00 3,447.38 0.00 0.00 0.00 170.00 200.00 65.00 0.00 12,000.00 12,000.00 3,368.59 8,631.41 28.07 0.00 4,771.00 4,771.00 0.00 100.00 101-000.000-416.000 WORK COMP DIVIDEND REVENUE 0.00
101-000.000-416.001 PROPERTY & LIABLITY DIVIDEND REVENUE 6,500.00
101-000.000-419.000 AT & T LEASE PAYMENTS 55,000.00 101-000.000-416.001 PROPERTY & LIABLITY DIVIDEND REVENUE 6,500.00 101-000.000-419.000 AT & T LEASE PAYMENTS 55,000.00 101-000.000-421.000 METRO-PCS LEASE PAYMENTS 45,000.00 101-000.000-446.000 INVESTMENT INTEREST 20,000.00 101-000.000-447.000 TAX 1% ADMINISTRATIVE FEE 75,000.00 101-000.000-448.001 INSURANCE RECOVERIES 0.00 101-000.000-455.000 METRO AUTHORITY-FEE 15,000.00 101-000.000-456.000 BUILDING PERMITS 95,000.00 101-000.000-456.000 BUILDING PERMITS 95,000.00 101-000.000-456.000 BUILDING PERMITS 3,000.00 101-000.000-458.000 PLUMBING/HEATING PERMITS 16,000.00 101-000.000-459.000 ELECTRICAL PERMITS 16,000.00 101-000.000-460.000 LICENSES & REGISTRATIONS 9,000.00 101-000.000-460.000 LICENSES & REGISTRATIONS 9,000.00 101-000.000-465.000 CABLE TV REVENUES 120,000.00 101-000.000-470.000 RECREATION SPECIAL PROGRAMS 20,000.00 101-000.000-475.000 COMM ROOM & BLDG RENT REVENUE 60,000.00 101-000.000-475.000 COMM ROOM & BLDG RENT REVENUE 60,000.00 101-000.000-540.000 SMART CREDITS 30,000.00 101-000.000-540.000 SMART CREDITS 30,000.00 101-000.000-540.000 POLICE CHARGES FOR SERVICES 15,000.00 101-000.000-540.000 POLICE CHARGES FOR SERVICES 15,000.00 101-000.000-540.000 DOLICE CHARGES FOR SERVICES 15,000.00 101-000.000-540.000 DOLICE CHARGES FOR SERVICES 15,000.00 101-000.000-676.000 DOLICE CHARGES FOR SERVICES 15,000.00 101-000.000-626.000 DOLICE CHARGES FOR SERVICES 12,000.00 101-000.000-626.000 DOLICE CHARGES FOR SERVICES 12,000.00 101-000.000-626.000 DOLICE CHARGES FOR SERVICES 15,000.00 101-000.000-626.000 DOLICE CHARGES FOR SERVICES 12,000.00 101-000.000-626.000 DOLICE CHARGES FOR SERVICES 12,000.00 101-000.000-671.000 DOLICE CHARGES FOR SERVICES 12,000.00 101-000.000-671.000 DOLICE SERVICES REIMBURSEMENT 20,000.00 101-000.000-671.000 DOLICE SERVICES REIMBURSEMENT 20,000.00 101-000.000-67 6,878.00 6,878.00 0.00 100.00 55,000.00 45,666.99 9,333.01 83.03 12,249.89 45,000.00 32,750.11 72.78 26,000.00 20,622.12 5,377.88 79.32 77,000.00 80,604.73 (3,604.73)104.68 7,143.00 2,236.48 4,906.52 31.31 15,000.00 0.00 15,000.00 0.00 33,935.00 95,000.00 61,065.00 35.72 6,000.00 6,581.00 (581.00)109.68 24,500.00 12,055.00 49.20 12,445.00 16,000.00 0.00 8,449.00 7,551.00 52.81 9,000.00 3,000.00 465.00 6,000.00 33.33 1,000.00 1,177.00 11.00 (177.00)117.70 0.00 120,000.00 58,317.08 61,682.92 48.60 28,000.00 29,866.76 0.00 (1,866.76)106.67 8,200.00 200.00 0.00 8,000.00 2.44 0.00 (3,805.00) 790.13 0.00 0.00 290.00 0.00 0.00 0.00 60,000.00 34,046.00 25,954.00 56.74 805.00 1,595.18 (790.18)198.16 30,000.00 0.00 30,000.00 0.00 1,469.00 1,468.70 0.30 99.98 15,000.00 11,356.68 3,643.32 75.71 416,425.00 299,999.93 116,425.07 72.04 76,016.67 175,000.00 98,983.33 56.56 4,000.00 1,219.00 2,781.00 30.48 160.00 160.00 0.00 0.00 100.00 20,000.00 9,242.40 0.00 10,757.60 46.21 4,917.00 4,917.00 0.00 0.00 100.00 1,639.00 1,639.00 0.00 0.00 100.00 16,000.00 0.00 0.00 16,000.00 0.00 4,373,361.00 4,442,487.00 3,790,640.78 1,633.51 651,846.22 85.33 Total Dept 000.000 1,633.51 85.33 4,373,361.00 4,442,487.00 3,790,640.78 651,846.22 TOTAL REVENUES Expenditures Dept 100.000 - GOVERNMENT SERVICES | Dept 100.000 - GOVERNMENT SERVICES | 101-100.000-708.000 | PROPERTY & LIABILITY INSURANC | 27,000.00 | 101-100.000-710.000 | UNEMPLOYMENT INSURANCE | 100.00 | 101-100.000-710.000 | WORKER'S COMP INSURANCE | 8,500.00 | 101-100.000-726.000 | OFFICE SUPPLIES | 6,000.00 | 101-100.000-732.000 | CODE ENFORCEMENT | 2,000.00 | 101-100.000-802.000 | TAX TRIBUNAL RETURNS | 2,000.00 | 101-100.000-803.000 | MEMBERSHIPS & MEETINGS | 7,000.00 | 101-100.000-804.000 | BUILDING TRADE INSPECTION | 97,100.00 | 101-100.000-805.000 | CABLE TELEVISION | 35,000.00 | 101-100.000-805.000 | 101-100.000-805.000 | CABLE TELEVISION | 35,000.00 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805.000 | 101-100.000-805. 29,880.00 29,880.00 0.00 0.00 100.00 0.00 50.00 1.90 48.10 3.80 8,500.00 0.00 0.00 8,500.00 0.00 6,000.00 4,131.96 196.77 1,868.04 68.87 2,000.00 60.00 0.00 1,940.00 3.00 2,087.00 9,120.57 0.00 (7.033.57)437.02 2,829.00 7,248.45 2,835.89 1,226.00 7,000.00 7,882.93 (882.93)112.61 97,100.00 81,185.15 15,914.85 83.61 35,000.00 31,602.16 3,397.84 90.29 28,000.00 101-100.000-808.000 COMMUNITY CENTER EXPENDITURE 31,000.00 27,331.24 3,668.76 88.17 Page 33 of 141 101-100.000-810.000 AUDITING & ACCOUNTING 19,621.00 19,621.25 (0.25)100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE ORIGINAL 2019-20 04/30/2020 MONTH 04/30/20 BALANCE % BDGT BUDGET GL NUMBER DESCRIPTION AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 101 - GENERAL FUND Expenditures

 1,000.00
 178.89
 0.00

 7,000.00
 2,484.46
 0.00

 10,000.00
 9,270.83
 0.00

 120,000.00
 59,969.00
 0.00

 45,000.00
 31,552.08
 867.00

 30,000.00
 18,853.00
 3,275.00

 20,000.00
 15,270.63
 1,942.71

 7,500.00
 5,643.98
 949.20

 4,000.00
 1,250.00
 0.00

 6,000.00
 4,299.78
 118.75

 2,000.00
 0.00
 0.00

 15,000.00
 7,725.88
 950.00

 4,000.00
 1,628.91
 0.00

 Expenditures

101-100.000-818.000 APPRECIATION DINNER 1,000.00
101-100.000-822.000 TRAINING 7,000.00
101-100.000-832.000 CITIZEN COMMUNICATION/PR 10,000.00
101-100.000-840.000 LIBRARY PAYMENT 145,439.00
101-100.000-848.000 GOVERNMENT OPERATIONS 35,000.00 1,000.00 821.11 17.89 4,515.54 35.49 729.17 92.71 60,031.00 49.97 13,447.92 70.12 101-100.000-848.000 GOVERNMENT CLEATIONS
101-100.000-848.001 TECHNOLOGY 30,000.00
101-100.000-850.000 TELEPHONE EXPENDITURES 16,000.00
101-100.000-860.000 VEHICLE EXPENSE 7,500.00
101-100.000-880.000 CDBG EXPENDITURES 4,000.00
101-100.000-882.000 PLANNING/CONSULTING FEES 6,000.00
101-100.000-883.000 CITY BEAUTIFICATION 2,000.00
101-100.000-900.000 PRINTING/PUBLICATION COSTS 15,000.00 11,147.00 62.84 4,729.37 76.35 1,856.02 75.25 2,750.00 31.25 1,700.22 71.66 2,000.00 0.00 7,274.12 51.51 101-100.000-901.000 POSTAGE FEES 4,000.00 2,371.09 40.72 Total Dept 100.000 - GOVERNMENT SERVICES 523,179.00 509,738.00 368,944.60 22,438.77 140,793.40 72.38 Dept 101.000 - ADMINISTRATION 101-101.000-701.000 SALARIES FULL-TIME 369,486.00 101-101.000-702.000 SALARIES PART-TIME 31,664.00 101-101.000-703.000 EMPLOYEE TAXES & BENEFITS 114,947.00 101-101.000-717.000 CODE ENFORCEMENT LEGAL 20,000.00
 369,486.00
 281,672.32
 27,198.34
 87,

 31,664.00
 2,177.88
 1,088.94
 29,

 182,000.00
 130,836.56
 6,060.37
 51,

 20,000.00
 10,432.50
 1,332.50
 9,

 12,000.00
 12,485.37
 140.00
 0

 35,350.00
 33,808.18
 0.00
 1,

 60,000.00
 37,026.25
 4,767.50
 22,

 560.00
 550.00
 550.00
 87,813.68 76.23 29,486.12 6.88 51,163.44 71.89 9,567.50 101-101.000-718.000 ELECTIONS 12,000.00 (485.37) 104.04 101-101.000-718.000 ELECTIONS 12,000.00
101-101.000-721.000 DATA PROCESING & ASSESSMENTS 35,350.00
101-101.000-722.000 LEGAL SERVICES 60,000.00
101-101.000-723.000 BOARD OF REVIEW 560.00 35,350.00 1,541.82 95.64 22,973.75 61.71 10.00 98.21 Total Dept 101.000 - ADMINISTRATION 644,007.00 711,060.00 508,989.06 41,137.65 202,070.94 71.58 Dept 201.000 - BUILDING & GROUNDS

101-201.000-702.000 SALARIES PART-TIME 31,000.00
101-201.000-920.000 UTILITIES 45,000.00
101-201.000-930.000 BUILDING MAINTENANCE & REPAIR 28,000.00
101-201.000-930.001 BUILDING - GRANTS 7,928.00
101-201.000-936.000 EQUIPMENT MAINTENANCE 2,500.00
101-201.000-938.000 PARKING LOT & GROUNDS 5,500.00 31,000.00 24,622.10 2,448.00 6,377.90 79.43

 31,000.00
 24,622.10
 2,448.00

 45,000.00
 41,194.99
 6,843.93

 28,000.00
 21,332.72
 5,381.50

 7,928.00
 2,569.00
 0.00

 2,500.00
 38.33
 0.00

 10,000.00
 8,196.36
 0.00

 3,805.01 91.54 6,667.28 76.19 5,359.00 32.40 2,461.67 1.53 1,803.64 81.96 Total Dept 201.000 - BUILDING & GROUNDS 124,428.00 97,953.50 14,673.43 119,928.00 26,474.50 78.72 750,641.00 593,228.47 61,958.12 157,412.53 65,000.00 90,733.85 9,679.63 (25,733.85) 435,101.00 316,007.85 24,808.56 119,093.15 60,000.00 37,720.92 1,630.72 22,279.08 24,480.00 0.00 0.00 0.00 250.00 126.55 122.87 123.45 15,500.00 0.00 126.55 122.87 123.45 15,500.00 2,071.60 203.88 2,928.40 2,000.00 722.92 0.00 1,277.08 1,500.00 807.00 160.00 693.00 3,000.00 1,989.84 0.00 1,010.16 1,000.00 119.70 0.00 880.30 3,500.00 2,845.00 0.00 655.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,00 Dept 301.000 - PUBLIC SAFETY 101-301.000-701.000 SALARIES FULL-TIME 750,641.00 101-301.000-702.000 SALARIES PART-TIME 50,000.00 101-301.000-703.000 EMPLOYEE TAXES & BENEFITS 435,101.00 101-301.000-704.000 SALARIES-OVERTIME 60,000.00 79.03 139.59 435,101.00 72.63

 101-301.000-703.000
 EMPLOYEE TAXES & BENEFITS
 435,101.00

 101-301.000-704.000
 SALARIES-OVERTIME
 60,000.00

 101-301.000-710.000
 PROPERTY & LIABILITY INSURANC
 24,480.00

 101-301.000-712.000
 WORKER'S COMP INSURANCE
 700.00

 101-301.000-726.000
 OFFICE SUPPLIES
 5,000.00

 101-301.000-727.000
 ROAD SUPPLIES
 2,000.00

 101-301.000-728.000
 EVIDENCE SUPPLIES
 1,500.00

 101-301.000-729.000
 OFFICE MACHINE MAINTENANCE
 3,000.00

 101-301.000-731.000
 PUBLICATIONS/DOCUMENT REDUCIN
 1,000.00

 101-301.000-803.000
 MEMBERSHIPS & MEETINGS
 3,500.00

 101-301.000-821.000
 POLICE RESERVES
 1,000.00

 60,000.00 24,480.00 250.00 62.87 100.00 50.62 15,500.00 0.00 41.43 36.15 53.80 66.33 11.97 81.29 43.20 Page 34 of 141

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 04/30/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENER	AL FUND						
Expenditures							
101-301.000-822.		14,000.00	14,000.00	6,703.11	0.00	7,296.89	47.88
	000 FIREARMS TRAINING 000 CRIME PREVENTION	4,500.00 3,000.00	4,500.00 3,000.00	3,922.85 979.54	0.00	577.15 2,020.46	87.17 32.65
	000 CRIME PREVENTION 000 ANIMAL CONTROL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
	000 YOUTH & DRUG PROGRAMS	1,000.00	1,000.00	50.50	0.00	949.50	5.05
	000 302 TRAINING FUNDS EXPENDITURES	800.00	2,000.00	1,450.00	0.00	550.00	72.50
	000 FIRE SERVICE/DISPATCH CONTRACT	689,623.00	691,824.00	602,365.00	150,591.25	89,459.00	87.07
101-301.000-829.	000 POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	8,328.57	232.45	6,671.43	55.52
	000 PRISONER LOCKUP	8,000.00	8,000.00	6,300.00	1,800.00	1,700.00	78.75
	000 TELEPHONE EXPENDITURES	10,000.00	10,000.00	6,098.57	669.83	3,901.43	60.99
	000 RADIO COMMUNICATIONS	16,200.00	16,200.00	8,524.00	2,961.00	7,676.00	52.62
101-301.000-860.	000 VEHICLE EXPENSE	40,000.00	40,000.00	36,776.28	6,268.32	3,223.72	91.94
Total Dept 301.0	00 - PUBLIC SAFETY	2,157,045.00	2,174,996.00	1,752,784.12	261,227.63	422,211.88	80.59
Dept 401.000 - P	UBLIC SERVICE						
	000 EMPLOYEE TAXES & BENEFITS	4,250.00	4,250.00	3,908.40	0.00	341.60	91.96
	000 PARK MAINTENANCE	5,000.00	5,000.00	882.00	0.00	4,118.00	17.64
	000 SIDEWALK MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-401.000-920.	000 UTILITIES	21,000.00	21,000.00	12,749.74	748.98	8,250.26	60.71
	000 CONTRACTUAL SERVICES	123,999.00	123,999.00	103,333.00	10,333.30	20,666.00	83.33
101-401.000-936.	000 EQUIPMENT MAINTENANCE	2,500.00	3,000.00	2,804.50	102.64	195.50	93.48
Total Dept 401.0	00 - PUBLIC SERVICE	159,249.00	159,749.00	123,677.64	11,184.92	36,071.36	77.42
Dept 501.000 - Li	EAF COLLECTION						
101-501.000-978.	000 REFUSE EQUIP/ROLLOFF EXPEND	6,000.00	5,000.00	3,912.96	288.28	1,087.04	78.26
Total Dept 501.0	00 - LEAF COLLECTION	6,000.00	5,000.00	3,912.96	288.28	1,087.04	78.26
Dept 502.000							
101-502.000-801.	001 SOCRRA	360,500.00	360,500.00	264,777.00	41,113.00	95 , 723.00	73.45
Total Dept 502.0	00	360,500.00	360,500.00	264,777.00	41,113.00	95,723.00	73.45
Don+ 601 000 D	ECDEAUTON						
Dept 601.000 - R	000 SALARIES FULL-TIME	32,250.00	32,250.00	26,971.48	2,781.64	5,278.52	83.63
	000 SALARIES FULL-TIME 000 EMPLOYEE TAXES & BENEFITS	8,213.00	8,213.00	7,973.57	601.09	239.43	97.08
	000 WORKER'S COMP INSURANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
	000 OFFICE SUPPLIES	500.00	250.00	219.91	0.00	30.09	87.96
	000 OTHER RECREATION PROGRAMS	20,000.00	20,000.00	5,096.91	650.00	14,903.09	25.48
	000 BUS TRANSPORTATION	3,000.00	3,000.00	1,420.00	0.00	1,580.00	47.33
101-601.000-811.	000 SENIOR ACTIVITIES	1,000.00	500.00	100.00	0.00	400.00	20.00
	000 COMMUNITY EVENTS	20,000.00	25,000.00	23,791.11	98.13	1,208.89	95.16
	000 FITNESS CENTER EXP	500.00	500.00	0.00	0.00	500.00	0.00
101-601.000-884.	000 CONCERTS IN THE PARK	10,000.00	10,000.00	4,500.00	0.00	5,500.00	45.00
Total Dept 601.0	00 - RECREATION	96,463.00	100,713.00	70,072.98	4,130.86	30,640.02	69.58
Dept 811.000							
101-811.000-970.	000 CAPITAL EXPENDITURE	¹¹² ₱āge⁰35	of 1 41 ,950.00	112,950.00	0.00	0.00	100.00
		=					

NET OF REVENUES & EXPENDITURES

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

Page:

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(303,225.92) 2,799.19

User: PAM DB: Lathrup

PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE ORIGINAL 2019-20 04/30/2020 MONTH 04/30/20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 101 - GENERAL FUND Expenditures 101-811.000-999.203 TRANSFER OUT TO LOCAL ROADS 193,812.00 193,812.00 193,812.00 0.00 0.00 100.00 306,762.00 306,762.00 306,762.00 100.00 Total Dept 811.000 0.00 0.00 4,452,946.00 3,497,873.86 396,194.54 955,072.14 78.55 TOTAL EXPENDITURES 4,373,133.00 Fund 101 - GENERAL FUND: TOTAL REVENUES 4,373,361.00 4,442,487.00 3,790,640.78 1,633.51 651,846.22 85.33 TOTAL EXPENDITURES 4,373,133.00 4,452,946.00 3,497,873.86 396,194.54 955,072.14 78.55

(10,459.00)

292,766.92

(394,561.03)

228.00

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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7,850.64

(7,850.64)

52,882.57

136,140.00 1,159.04

85.92

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE 04/30/2020 MONTH 04/30/20 ORIGINAL 2019-20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 202 - MAJOR ROAD FUND Revenues Dept 702.000 202-702.000-574.000 STATE SHARED REVENUES 385,986.00 385,986.00 197,363.43 0.00 188,622.57 51.13 202-702.000-665.000 INVESTMENT INTEREST 0.00 400.00 400.00 0.00 400.00 0.00 386,386.00 386,386.00 197,363.43 0.00 189,022.57 51.08 Total Dept 702.000 386,386.00 386,386.00 0.00 189,022.57 TOTAL REVENUES 197,363.43 51.08 Expenditures Dept 702.000 202-702.000-703.000 EMPLOYEE TAXES & BENEFITS 6,540.00 6,540.00 1,044.27 73.58 5,495.73 15.97 5,460.00 5,460.00 4,550.00 910.00 202-702.000-705.000 SALARIES-ADMIN 455.00 83.33 5,360.00 5,360.00 5,360.00 0.00 0.00 100.00 202-702.000-810.000 AUDITING & ACCOUNTING 202-702.000-856.000 ADMINISTRATION & ENGINEERING 5,000.00 5,000.00 1,639.00 0.00 3,361.00 32.78 202-702.000-861.000 ROAD MAINTENANCE 5,000.00 5,000.00 1,479.48 166.17 3,520.52 29.59 5,000.00 5,000.00 2,979.96 2,020.04 202-702.000-862.000 ROADSIDE MAINTENANCE 0.00 59.60 202-702.000-864.000 TRAFFIC CONTROLS 25,000.00 25,000.00 14,733.50 1,820.99 10,266.50 58.93 202-702.000-866.000 SNOW & ICE REMOVAL 5,500.00 5,500.00 4,049.79 0.00 1,450.21 73.63 202-702.000-867.000 EQUIPMENT RENTAL 5,000.00 5,000.00 0.00 5,000.00 0.00 0.00 22,173.93 202-702.000-870.000 FORESTRY 30,000.00 30,000.00 0.00 7,826.07 73.91 10,670.00 202-702.000-921.000 CONTRACTUAL SERVICES 64,019.00 64,019.00 53,349.00 5,334.90 83.33 2,362.50 202-702.000-970.000 CAPITAL EXPENDITURE 40,000.00 40,000.00 37,637.50 0.00 94.09 173,694.00 173,694.00 0.00 202-702.000-999.203 TRANSFER OUT TO LOCAL ROADS 173,694.00 0.00 100.00 375,573.00 375,573.00 322,690.43 7,850.64 52,882.57 85.92 Total Dept 702.000 375,573.00 375,573.00 322,690.43 7,850.64 85.92 TOTAL EXPENDITURES 52,882.57 Fund 202 - MAJOR ROAD FUND: 386,386.00 386,386.00 197,363.43 0.00 51.08 TOTAL REVENUES 189,022.57

375,573.00

10,813.00

375,573.00

10,813.00

322,690.43

(125, 327.00)

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE 04/30/2020 MONTH 04/30/20 ORIGINAL 2019-20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 203 - LOCAL ROAD FUND Revenues Dept 703.000 203-703.000-415.000 MISCELLANEOUS REVENUE 13,603.00 13,603.00 0.00 0.00 13,603.00 0.00 128,662.00 92,284.74 0.00 36,377.26 71.73 203-703.000-574.000 STATE SHARED REVENUES 128,662.00 203-703.000-665.000 INVESTMENT INTEREST 300.00 300.00 0.00 0.00 300.00 0.00 203-703.000-690.101 TRANSFER IN FROM GENERAL FUND 193,812.00 193,812.00 193,812.00 0.00 0.00 100.00 203-703.000-690.202 TRANSFER IN FROM MAJOR ROADS 173,694.00 173,694.00 173,694.00 0.00 0.00 100.00 510,071.00 510,071.00 459,790.74 50,280.26 0.00 90.14 Total Dept 703.000 510,071.00 510,071.00 459,790.74 0.00 50,280.26 90.14 TOTAL REVENUES Expenditures Dept 703.000 1,044.53 203-703.000-703.000 EMPLOYEE TAXES & BENEFITS 6,540.00 6,540.00 73.58 5,495.47 15.97 203-703.000-705.000 SALARIES-ADMIN 5,460.00 5,460.00 4,550.00 455.00 910.00 83.33 3,185.00 3,185.00 3,185.00 0.00 100.00 203-703.000-810.000 AUDITING & ACCOUNTING 0.00 203-703.000-852.000 PUBLIC SERVICE BUILDING 1,000.00 1,000.00 0.00 1,000.00 0.00 0.00 203-703.000-861.000 ROAD MAINTENANCE 318,737.00 318,737.00 91,721.83 2,436.18 227,015.17 28.78 2,922.00 2,922.12 203-703.000-862.000 ROADSIDE MAINTENANCE 0.00 0.00 (0.12)100.00 203-703.000-864.000 TRAFFIC CONTROLS 4,000.00 4,000.00 0.00 0.00 4,000.00 0.00 203-703.000-866.000 SNOW & ICE REMOVAL 5,000.00 5,000.00 4,049.80 0.00 950.20 81.00 2,000.00 203-703.000-867.000 EQUIPMENT RENTAL 2,000.00 0.00 0.00 2,000.00 0.00 2,000.00 2,000.00 5,127.50 5,127.50 (3,127.50)203-703.000-868.000 NON-MOTOR FACILITIES 256.38 203-703.000-870.000 FORESTRY 30,000.00 30,000.00 22,173.98 0.00 7,826.02 73.91 203-703.000-921.000 CONTRACTUAL SERVICES 64,019.00 64,019.00 53,349.00 5,334.90 10,670.00 83.33 203-703.000-970.000 CAPITAL EXPENDITURE 40,000.00 40,000.00 37,637.50 0.00 2,362.50 94.09 13,427.16 Total Dept 703.000 481,941.00 484,863.00 225,761.26 259,101.74 46.56 TOTAL EXPENDITURES 481,941.00 484,863.00 225,761.26 13,427.16 259,101.74 46.56 Fund 203 - LOCAL ROAD FUND: 510,071.00 510,071.00 459,790.74 0.00 50,280.26 90.14 TOTAL REVENUES

484,863.00

25,208.00

225,761.26

234,029.48

13,427.16

(13.427.16)

259,101.74

(208,821.48)

46.56

481,941.00

28,130.00

NET OF REVENUES & EXPENDITURES

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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(44,701.37) 1,275.34

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2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE ORIGINAL 2019-20 04/30/2020 MONTH 04/30/20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 258 - CAPITAL ACQUISITION FUND Revenues Dept 000.000 258-000.000-446.000 INVESTMENT INTEREST 400.00 400.00 1,220.17 0.00 (820.17)305.04 258-000.000-690.101 TRANSFER IN FROM GENERAL FUND 112,950.00 112,950.00 112,950.00 0.00 0.00 100.00 113,350.00 113,350.00 114,170.17 0.00 (820.17)100.72 Total Dept 000.000 113,350.00 113,350.00 114,170.17 0.00 (820.17)100.72 TOTAL REVENUES Expenditures Dept 000.000 258-000.000-970.000 CAPITAL EXPENDITURE 112,950.00 112,950.00 69,068.80 9,235.00 43,881.20 61.15 Total Dept 000.000 112,950.00 112,950.00 69,068.80 9,235.00 43,881.20 61.15 112,950.00 112,950.00 69,068.80 9,235.00 43,881.20 61.15 TOTAL EXPENDITURES Fund 258 - CAPITAL ACQUISITION FUND: TOTAL REVENUES 113,350.00 113,350.00 114,170.17 0.00 (820.17)100.72 TOTAL EXPENDITURES 112,950.00 112,950.00 69,068.80 9,235.00 43,881.20 61.15 400.00 400.00 45,101.37

NET OF REVENUES & EXPENDITURES

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE 04/30/2020 ORIGINAL 2019-20 MONTH 04/30/20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY Revenues Dept 000.000 494-000.000-407.000 TIFA-CAPTURE TAXES 92,837.00 92,837.00 14,887.01 0.00 77,949.99 16.04 494-000.000-410.000 TAX COLLECTED OTHER 45,000.00 45,000.00 38,074.23 0.00 6,925.77 84.61 494-000.000-410.002 SPEC ASSESSEMENT - REVENUE 1,800.00 1,800.00 0.00 0.00 1,800.00 0.00 494-000.000-415.000 MISCELLANEOUS REVENUE 6,000.00 11,445.00 11,444.66 0.00 0.34 100.00 494-000.000-446.000 INVESTMENT INTEREST 10,000.00 10,000.00 10,467.05 0.00 (467.05)104.67 1,500.00 1,500.00 0.00 1,500.00 494-000.000-614.000 FARMERS MARKET 0.00 0.00 0.00 494-000.000-615.000 MAIN STREET REVENUES 1,100.00 1,100.00 0.00 1,100.00 0.00 158,237.00 74,872.95 88,809.05 45.74 Total Dept 000.000 163,682.00 0.00 TOTAL REVENUES 158,237.00 163,682.00 74,872.95 0.00 88,809.05 45.74 Expenditures Dept 000.000 494-000.000-701.000 SALARIES FULL-TIME 56,136.00 56,136.00 46,851.95 4,685.82 9,284.05 83.46 494-000.000-702.000 SALARIES PART-TIME 9,250.00 5,840.00 2,259.00 3,581.00 38.68 0.00 494-000.000-703.000 EMPLOYEE TAXES & BENEFITS 22,000.00 22,000.00 22,219.53 1,632.27 (219.53)101.00 494-000.000-722.000 LEGAL SERVICES 900.00 900.00 900.00 0.00 0.00 0.00 494-000.000-726.000 OFFICE SUPPLIES 200.00 200.00 71.54 0.00 128.46 35.77 494-000.000-802.000 TAX TRIBUNAL RETURNS 2,000.00 2,000.00 0.00 0.00 2,000.00 0.00 800.00 800.00 494-000.000-810.000 AUDITING & ACCOUNTING 800.00 0.00 0.00 100.00 494-000.000-822.000 TRAINING/MEMBERSHIP 2,000.00 2,000.00 1,277.86 200.00 722.14 63.89 494-000.000-844.000 MAIN STREET PROGRAM 6,300.00 19,000.00 4,815.67 0.00 14,184.33 25.35 494-000.000-845.000 STREETSCAPING 3,000.00 22,910.00 4,715.40 0.00 18,194.60 20.58 494-000.000-882.000 PLANNING/CONSULTING FEES 35,000.00 35,000.00 27,197.27 5,905.00 7,802.73 77.71 19,200.00 494-000.000-887.000 FARMERS MARKET 18,000.00 18,487.80 1,009.56 (487.80)102.71 494-000.000-900.000 PRINTING/PUBLICATION COSTS 2,000.00 2,000.00 884.00 0.00 1,116.00 44.20 200.00 200.00 0.00 200.00 494-000.000-901.000 POSTAGE FEES 0.00 0.00 494-000.000-933.000 REPAIRS & MAINTENANCE 8,900.00 8,900.00 10,582.26 0.00 (1,682.26)118.90 494-000.000-955.000 MISCELLANEOUS EXPENDITURES 1,300.00 1,300.00 1,516.02 0.00 116.62 (216.02)494-000.000-970.000 CAPITAL EXPENDITURE 1,500.00 1,500.00 0.00 0.00 1,500.00 0.00 10,000.00 2,000.00 494-000.000-971.000 SIGN GRANT PROGRAM 2,000.00 0.00 0.00 100.00 494-000.000-971.001 FACADE GRANT PROGRAM 20,000.00 0.00 0.00 0.00 0.00 0.00 Total Dept 000.000 200,686.00 200,686.00 143,678.30 13,432.65 57,007.70 71.59 200,686.00 200,686.00 143,678.30 13,432.65 57,007.70 71.59 TOTAL EXPENDITURES Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY: 158,237.00 163,682.00 74,872.95 TOTAL REVENUES 0.00 88,809.05 45.74 200,686.00 200,686.00 143,678.30 13,432.65 57,007.70 71.59 TOTAL EXPENDITURES

(37.004.00)

(68,805.35)

(13,432.65)

185.94

(42,449.00)

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE ORIGINAL 04/30/2020 MONTH 04/30/20 2019-20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 592 - WATER & SEWER FUND Dept 536.000 - WATER DEPARTMENT 592-536.000-415.000 MISCELLANEOUS REVENUES 40,000.00 40,000.00 21,744.47 1,776.00 18,255.53 54.36 559,065.00 559,065.00 492,530.30 46,758.11 66,534.70 592-536.000-640.000 WATER SERVICE 88.10 592-536.000-641.000 WATER & SEWER PENALTIES 25,000.00 25,000.00 1,394.51 0.00 23,605.49 5.58 77,792.00 77,792.00 57,378.93 5,732.48 20,413.07 592-536.000-642.000 METER CHARGE REVENUE 73.76 151,003.00 592-536.000-643.000 REPLACEMENT RESERVE REVENUE 151,003.00 0.00 0.00 151,003.00 0.00 4,500.00 4,500.00 4,982.59 0.00 592-536.000-665.000 INVESTMENT INTEREST (482.59)110.72 857,360.00 857,360.00 578,030.80 54,266.59 279,329.20 67.42 Total Dept 536.000 - WATER DEPARTMENT Dept 537.000 - SEWER DEPARTMENT 592-537.000-641.000 WATER & SEWER PENALTIES 43,000.00 43,000.00 0.00 (3,106.14)107.22 46,106.14 1,462,770.00 1,462,770.00 1,017,131.57 96,620.44 445,638.43 592-537.000-645.000 SEWAGE DISPOSAL REVENUE 69.53 43,000.00 43,000.00 19,701.01 1,125.42 23,298.99 45.82 592-537.000-651.000 INDUSTRIAL SURCHARGE 1,700.00 592-537.000-665.000 INVESTMENT INTEREST 1,700.00 4,982.53 0.00 (3,282.53)293.09 1,550,470.00 1,550,470.00 1,087,921.25 97,745.86 462,548.75 Total Dept 537.000 - SEWER DEPARTMENT 70.17 2,407,830.00 2,407,830.00 1,665,952.05 152,012.45 741,877.95 69.19 TOTAL REVENUES Expenditures Dept 536.000 - WATER DEPARTMENT 592-536.000 - WATER DEPARTMENT
592-536.000-701.000 SALARIES FULL-TIME
592-536.000-703.000 EMPLOYEE TAXES & BENEFITS 19,018.00 19,018.00 15,848.00 1,584.80 3,170.00 83.33 65,630.00 100,000.00 74,328.11 4,071.10 25,671.89 74.33 8,000.00 0.00 592-536.000-706.000 OPEB EXPENSE 8,000.00 8,000.00 0.00 0.00 592-536.000-708.000 PROPERTY & LIABILITY INSURANC 592-536.000-708.000 PROPERTY & DIADILLY 592-536.000-810.000 AUDITING & ACCOUNTING 7,130.00 7,130.00 7,130.00 0.00 0.00 100.00 4,980.00 0.00 4,980.00 4,980.00 0.00 100.00 4,980.00 2,000.00 10,000.00 71,937.00 10,000.00 80,000.00 2,000.00 0.00 0.00 2,000.00 0.00 592-536.000-902.000 BILLING SERVICES 10,000.00 10,387.98 600.00 (387.98)103.88 592-536.000-937.000 EQUIPMENT REPLACEMENT
592-536.000-940.000 RENT & HITHITETER 592-536.000-921.000 CONTRACTUAL SERVICES 71,937.00 59,947.50 5,994.75 11,989.50 83.33 10,000.00 257.89 0.00 9,742.11 2.58 80,000.00 64,027.47 17,229.21 15,972.53 80.03 592-536.000-940.000 RENT & UTILITIES WATER & SEWE 4,917.00 4,917.00 4,917.00 0.00 0.00 100.00 397,900.00 592-536.000-944.000 WATER PURCHASES 397,900.00 286,660.57 29,863.87 111,239.43 72.04 3,100.00 3,100.00 1,339.40 0.00 1,760.60 43.21 592-536.000-955.000 MISCELLANEOUS EXPENDITURES 592-536.000-970.000 CAPITAL EXPENDITURE 5,000.00 5,000.00 0.00 0.00 5,000.00 0.00 592-536.000-974.000 WATER MAIN PROJECT 500,000.00 1,000,000.00 823,013.78 764.25 176,986.22 82.30 1,189,612.00 1,352,837.70 78.47 Total Dept 536.000 - WATER DEPARTMENT 1,723,982.00 60,107.98 371,144.30 Dept 537.000 - SEWER DEPARTMENT 1,584.80 592-537.000-701.000 SALARIES FULL-TIME 19,018.00 19,018.00 15,848.00 3,170.00 83.33 592-537.000-703.000 EMPLOYEE TAXES & BENEFITS 24,635.00 24,635.00 19,411.01 301.31 5,223.99 78.79 592-537.000-708.000 PROPERTY & LIABILITY INSURANC 7,650.00 7,650.00 7,650.00 0.00 0.00 100.00 40,179.00 40,179.00 34,001.06 0.00 6,177.94 592-537.000-720.000 INTEREST EXPENSE 84.62 592-537.000-725.000 PAYING AGENT FEES 750.00 750.00 750.00 0.00 0.00 100.00 592-537.000-810.000 AUDITING & ACCOUNTING 4,980.00 4,980.00 4,980.00 0.00 0.00 100.00 592-537.000-921.000 CONTRACTUAL SERVICES 71,937.00 71,937.00 59,947.50 5,994.75 11,989.50 83.33 592-537.000-939.000 SEWER SYTEM MAINTENANCE 150,000.00 150,000.00 83,915.66 18,793.66 66,084.34 55.94 592-537.000-940.000 RENT & UTILITIES WATER & SEWE 500.00 500.00 0.00 0.00 500.00 0.00 592-537.000-942.000 SEWAGE DISPOSAL EXPENSE 981,442.00 981,442.00 654,294.56 81,786.82 327,147.44 66.67 18,707.00 592-537.000-945.000 RETENTION TANK-UTIL ELEC 18,707.00 20,496.24 9,918.34 (1,789.24)109.56 592-537.000-946.000 RETENTION TANK UTIL-WATER ⁵Page 41 of 14¹,000.00 1,298.30 69.34 3,701.70 25.97

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 04/30/2020

2019-20 YTD BALANCE ACTIVITY FOR AVAILABLE 04/30/2020 MONTH 04/30/20 ORIGINAL 2019-20 BALANCE % BDGT GL NUMBER DESCRIPTION BUDGET AMENDED BUDGET NORM (ABNORM) INCR (DECR) NORM (ABNORM) USED Fund 592 - WATER & SEWER FUND Expenditures 592-537.000-947.000 RETENTION TANK UTIL-GAS 300.00 300.00 244.06 32.68 55.94 81.35 1,831.72 592-537.000-948.000 RETENTION TANK UTIL-TELEPHONE 2,000.00 2,500.00 382.26 668.28 73.27 592-537.000-949.000 RETENTION TAN GENERATOR FUEL 500.00 500.00 0.00 0.00 500.00 0.00 1,400.00 1,400.00 0.00 0.00 1,400.00 592-537.000-950.000 RETENTION TANK SUPPLIES/TOOLS 0.00 592-537.000-951.000 RETENTION TANK BUILDING/EQUIP 15,000.00 15,000.00 10,607.68 694.81 4,392.32 70.72 592-537.000-953.000 RETENTION TANK EXCESS LIABIL 8,800.00 8,800.00 8,800.00 0.00 0.00 100.00 592-537.000-955.000 MISCELLANEOUS EXPENDITURES 1,200.00 1,200.00 0.00 0.00 1,200.00 0.00 34,600.00 34,600.00 8,020.74 0.00 26,579.26 23.18 592-537.000-957.000 INDUSTRIAL SURCHARGE/NON-RESI 592-537.000-970.000 CAPITAL EXPENDITURE 142,000.00 142,000.00 142,000.00 0.00 0.00 0.00 592-537.000-977.000 EVIRONMENT COMPL - NON CAPITA 20,000.00 20,000.00 8,356.69 733.57 11,643.31 41.78 1,551,098.00 940,453.22 120,292.34 Total Dept 537.000 - SEWER DEPARTMENT 1,550,598.00 610,644.78 60.63 2,740,210.00 3,275,080.00 2,293,290.92 180,400.32 70.02 TOTAL EXPENDITURES 981,789.08 Fund 592 - WATER & SEWER FUND: TOTAL REVENUES 2,407,830.00 2,407,830.00 1,665,952.05 152,012.45 741,877.95 69.19 TOTAL EXPENDITURES 2,740,210.00 3,275,080.00 2,293,290.92 180,400.32 981,789.08 70.02 (867, 250.00)(627, 338.87)(28,387.87)NET OF REVENUES & EXPENDITURES (332,380.00)(239,911.13)72.34 TOTAL REVENUES - ALL FUNDS 7,949,235.00 8,023,806.00 6,302,790.12 153,645.96 1,721,015.88 78.55 TOTAL EXPENDITURES - ALL FUNDS 8,284,493.00 8,902,098.00 6,552,363.57 620,540.31 2,349,734.43 73.60 NET OF REVENUES & EXPENDITURES (335, 258, 00)(878, 292, 00)(249.573.45)(466,894.35) (628,718.55)28.42

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED APRIL 30, 2020

<u>-</u>	Revenues Through 4/30/2020	Expenses Through 4/30/2020	Revenues Over (Under) Expenses
101-GENERAL FUND	3,790,641	3,497,874	292,767
202-MAJOR STREET FUND	197,363	322,690	(125,327)
203-LOCAL STREET FUND	459,791	225,761	234,029
258-CAPITAL ACQUISITION FUND	114,170	69,069	45,101
494-DOW NTOW N DEVELOPMENT AUTHORI	74,873	143,678	(68,805)
592-W ATER & SEW ER FUND	1,665,952	2,293,294	(627,342)
GRAND TOTAL ALL FUNDS	6,302,790	6,552,367	(249,576)

CITY OF LATHRUP VILLAGE DEPARTMENT REPORTS



Downtown Development Authority



MEMORANDUM

TO: LVDDA Board of Directors

FROM: Susie Stec, DDA Director

DATE: May 13, 2020

RE: Director Report

In an effort to provide consistent updates to the DDA Board of Directors the following is submitted for your review. These reports contain much of the same information as is provided to the City Administrator in a monthly department report.

COVID-19 Resources

- A resource page has been created: http://www.lathrupvillage.org/how_do_i/resources.php.
 There are a series of links to financial resources & programs available to business.
- LV Businesses have been receiving emails at least once a week with up-to-date information

Events

• Virtual Comprehensive Plan Open House in now live and will be open from May 12 – 25. Visit https://arcg.is/rzn88 to participate.

Grants

- Lovin' Lathrup Village Business Relief patronicity campaign is live. This is a crowdfunding
 initiative coordinated by MCOS. Funds raised will be used on a mini-grant program for
 businesses. Our goal is \$6,000. Michigan First Credit Union generously donated \$4,000 which
 secures the match from MSOC. Please visit www.patronicity.com/LathrupVillage to support the
 campaign.
- TAP Grant Award The city was awarded \$60K to implement a city-wide bike route wayfinding program. This will include wayfinding signage, pavement markings, and 2 bike repair stations (1 at Municipal Park & 1 location tbd). The city's portion of the match will be from Act 51 funds.

Business/Property Updates

- Site plans were approved for Lathrup Shopping Plaza at the April Planning Commission meeting. Construction is anticipated to begin as soon as restrictions are lifted.
- Site plans are expected for the 3 properties formerly owned by Jet. It is anticipated they will be considered at the May Planning Commission meeting.
- Michigan First Credit Union is seeking a sign variance for the café in their building.

2020/21 DDA Budget

• The 20/21 Budget will need to be adopted in May and forwarded to Council.

Comprehensive Plan update

• Giffels Webster continues to work on all facets of the Comprehensive Plan update. The plan is on-track for adoption in late summer 2020.

Miscellaneous

- 2020 Census Lathrup Village response rate is over 80%!
- I have reached out to the RCOC to see what may need to be done to adopt Southfield Road instead of the Lions Club. The clean-up dates established by RCOC are: July 18, 2020 July 26, 2020; September 26, 2020 October 4, 2020. The Promotions Committee has tentatively set a date of Saturday, June 6th
- The Promotions Committee discussed setting dates for the Informational Meetings. They have tentatively set dates of *Friday, May 8th and Friday, October 9th*. A new date will need to be explored.

April 2020 Police Summaries

4/1/20 20-3905: Lost Property

An individual came to the LVPD to report lost property. The individual was not certain if they lost the property in Lathrup Village. A report was taken.

4/3/2020 20-3996: Welfare Check

Officers were dispatched to a local residence to check on an elderly resident who became agitated with their caretaker. Officers spoke with all parties and helped to mediate the situation.

4/5/2020 20-4088: 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.

4/7/2020 20-4170: Violation of Executive Order

Officers were dispatched to check on a business that was still open and operating during the COVID-19 situation. Officers responded and spoke with the owner. The owner stated that the business is providing essential services for numerous large companies and provided paperwork to the Officers. A report was taken on the situation.

4/10/2020 20-4310: Family Trouble

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

4/14/2020 20-4460: Suspicious Circumstances

Officers responded to a residence due to a third party complaint that someone at the residence may try to harm themselves. Officers spoke with the residents and found the complaint to be unfounded.

4/15/2020 20-4498: Suspicious Circumstances

An individual came to the LVPD to make a report that he had been financially taken advantage of by friends. After speaking with the individual, Officers determined that this was a civil matter, not a criminal matter. The reporting party was advised on steps to take. A report was taken.

4/20/2020 20-4715: Suspicious Circumstances

Officers were dispatched to meet an individual at the LVPD who wanted to make a report about harassing phone calls they have been receiving, and also about a suspicious vehicle they have seen outside of their residence. Officers spoke with the reporting party and a report was taken.

4/23/2020 20-4800: Fraud

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

4/24/2020 20-4826: Animal Ordinance Violation

Officers were dispatched to a local residence with a complaint of loose dogs in the area.

Officers were able to locate the owner of the loose dogs. After an investigation and speaking with the owner of the dogs, Officers issued a citation for Dogs at Large.

4/24/2020 20-4829: Violation of Executive Order

Officers were dispatched to check on a business that was still open and operating during the COVID-19 situation. Officers responded and spoke with the owner. A report was taken on the situation.

4/24/2020 20-4831: Burglary B&E

Officers were dispatched to a local business that had been broken into and had property stolen. Officers spoke with the business owner and they provided a written statement. Pictures were taken, the scene was processed and a report was taken. The case was turned over to the LVPD Detective Bureau.

4/25/2020 20-4872: Animal Ordinance Violation

Officers were dispatched to a local residence with a complaint of an individual walking their dog without a leash. Officers were able to locate the owner and the dog. After an investigation and speaking with the owner of the dog, Officers issued a citation for No Dog License.

4/25/2020 20-4878: Neighborhood Trouble

An individual came to the LVPD to make a complaint about feeling intimidated by a neighbor and their dog. Officers spoke with both parties and received written statements from both parties as well. A report was taken.

4/27/2020 20-4949: Sudden Death

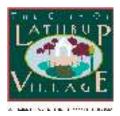
Officers were dispatched to a sudden death. The scene and body were investigated and no foul play was suspected. The body was released to the family.

4/27/2020 20-4955: Neighborhood Trouble

Officers were dispatched to a local residence for a neighborhood trouble. The reporting party informed Officers that while on a run, a neighbor was following them on their bike and they felt it was an attempt to intimidate them. The reporting party completed a written statement. Officers spoke with both parties and a report was taken.

4/30/2020 20-5090: Civil Matter

Officers were dispatched to a local residence over custody issues on a dog. The reporting party was informed that this was a civil matter. A report was taken.



Date: May 12, 2020

To: Sheryl Mitchell, City Administrator

From: Christopher Clough, Parks & Recreation Coordinator

Re: Department Report

Events

It looks like we will need to cancel all of our summer events. This is disappointing but I feel it is the right call. Based on what I've seen regarding the lack of respect people have shown for following recommended guidelines when outdoors, I think it would be a grave mistake to believe we could safely host events in the near future. Our community is far too high-risk and we have lost too many people already. On a personal level, I would feel terrible if an outbreak occurred at one of my events. I am so happy I cancelled the Senior Luncheon which was scheduled for March 14.

Additionally, a substantial amount of planning goes into each of these events. With the unpredictable nature of this virus, the constantly changing government recommendations and requirements and the likelihood of a second wave, I know that I could not adequately plan any large event until things stabilize.

The Summer Concert Series, Art Fair, Bark in the Park and Back2School Rally will be cancelled. Fusion Fest is still tentatively on the calendar for Sept 12 but I have not put much planning into that event yet.

I will be contacting the concert artists next week to determine if they would be willing and able to perform without the crowd so that we could live stream on Wednesday nights. None of them had deposits so we are not losing any funds if we have to cancel.

I will also be reaching out to the artists we had confirmed for the Art Fair to see if we could do something virtual with them. I need to think more on what that could look like.

Upcoming Events

None

Classes/Programs

There are not likely to be any in-person classes for quite a while.

E-Programming

I've been struggling to find my place with e-programming. There are so many options out there for people. My strategy has been to focus on the ultra-local. What can I provide that no one else can? I believe the role of my department during this time is to help residents retain personal connections with each other.

Some examples of what I have run or am working on:

- Two Facebook photo contests including the wildly popular Pet Dating Profile theme (we are supporting local restaurants by using their gift cards for prizes)
- Lathrup Village Step Challenge in April
- Classes by our own fitness instructors posted on Facebook and our cable channel
- Step Challenge vs Southfield for May (we're crushing them btw)
- Community Chalk Mural at Sarrackwood Park
- Coffee with Chris
- Idea: Meet n Greet Videos by Street
- Idea: "Nailed It" style baking competition

Parks

I have been cleaning out the weeds around City Hall and in the flower beds at Sarrackwood Park. I added pine needles to the flower beds to help reduce weed regrowth and avoid purchasing mulch. I was also able to remove some leaves from Lathrup Park and intend to continue with that project.

Cliff sprayed the weeds in pavers around the Gazebo and Veteran's Grove. The dead weeds will be weed whacked this week.

Lathrup Services has begun cutting the parks and City Hall property.

I'm hoping the park improvement package is approved in the CIP plan so that I'll be able to do that work this summer.

Proiects

I have more time to work on large, long-term Parks & Rec projects now. I just completed and submitted a \$14,000.00 grant request to AARP for the Community Garden project. The project was also on the CIP for \$8,000.00 this year. If we are able to get any funds at all, I will be working with the Community Garden group (resident volunteers) to put that project into motion.

I have an idea for getting a dog park started in LV with very little cost. This is especially important because funding for dog park planning was not included in this year's CIP. I will be shaping out this project in the coming months.

Rentals

It looks likely that all rentals will be cancelled through Aug. 31 at least. I think that's a good call. Rentals bring a large amount of people into the building on a daily basis, generating considerable costs associated with additional cleaning and exposing our staff and residents to unnecessary risk.

Building

We are continuing to complete building projects. Areas with significant wear are currently being painted. Thankfully we already had considerable paint on-hand.

My intern Steve completed custodial and building maintenance plans which will be great resources for us in the future.

Enforcement Number	Address	Status	Filed	Closed	
28001 SOUTHFIELD RD)	Problem Reported	04/15/20		
Store operating as a paun shopExsesive signs in windowtrash pallets left out in parking lot Contact info 248-569-3000					

Total Other Entries:

PROPERTY MAINTENANCE

Enforcement Number	Address	Status	Filed	Closed
27315 LATHRUP BLVD		Resolved	04/08/20	05/13/20
Lights rated for inteior use	and extension cord	ls tied to tree. need to be removed. sg	gnage on lot prohibitted by	y sign ordinance ren
18239 W 12 MILE RD			04/29/20	
Parking block pushed ove	r sidewalk. Please n	nove off walk and properly instal		

Total Property Maintenance Entries:

TRASH CONTAINER IN PUBLIC '

Enforcement Number	Address	Status	Filed	Closed
18130 REDWOOD AVE		Discovered	04/03/20	

Trash Container in Public View

Total Trash Container in Public View Entries:

VEHICLE STORAGE

Enforcement Number	Address	Status	Filed	Closed
18855 RAINBOW DR		Discovered	04/01/20	

Inoperable vehicle stored under tarp

Total Vehicle Storage Entries:

Total Records: 5

Enforcement.CodeOfficer = Jim Wright AND Enforcement.DateFiled Between 4/1/2020 12:00:00 AM AND 4/30/2020 11:59:59 PM

Total Pages:1

Monthly Permit List

Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Cons	st. Value
PB200036	04/09/2020	ADAMS, DELENE	18130 RAMSGATE DR	40-24-23-229-017	\$170.00	\$0
Work Description: REPLACMENT WINDOW & PATIO DOOR						

Total Permits For Type: 1

Total Fees For Type: \$170.00

Total Const. Value For Type: \$0

Plumbing

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const	t. Value
PP200019	04/20/2020	JONES, MILUS E	18630 SAN DIEGO BLVD	40-24-14-405-009	\$65.00	\$0
Work Description: SEWER REPAIR						

Total Permits For Type: 1

Total Fees For Type: \$65.00

Total Const. Value For Type: \$0

Report Summary

Permit.Status = ISSUED AND Permit.DateIssued Between 4/1/2020 12:00:00 AM AND 4/30/2020 11:59:59 PM

Grand Total Fees: \$235.00

Grand Total Permits: 2

Grand Total Const. Value: \$0

CURBSIDE VIOLATION

Enforcement Number	Address	Status	Filed	Closed
E20-0286	18534 LINCOLN DR		03/02/20	
E20-0287	18430 LINCOLN DR		03/02/20	
E20-0288	17630 LINCOLN DR		03/02/20	
E20-0289	17590 RAINBOW DR		03/02/20	
E20-0290	26335 LATHRUP BLVD		03/02/20	
E20-0291	17344 RAINBOW DR		03/02/20	
E20-0292	26710 LATHRUP BLVD		03/02/20	
E20-0293	18870 HAMPSHIRE ST		03/02/20	
E20-0294	18950 HAMPSHIRE ST		03/02/20	
E20-0295	19216 W 11 MILE RD		03/02/20	
E20-0296	19228 W 11 MILE RD		03/02/20	
E20-0297	19266 W 11 MILE RD		03/02/20	
E20-0298	19274 W 11 MILE RD		03/02/20	
E20-0299	19288 W 11 MILE RD		03/02/20	
E20-0300	19430 W 11 MILE RD		03/02/20	
E20-0301	19480 W 11 MILE RD		03/02/20	
E20-0302	18826 CAMBRIDGE BLVD		03/02/20	
E20-0303	27650 STANFORD CT		03/02/20	
E20-0304	18870 SAN JOSE BLVD		03/02/20	
E20-0305	18480 SARATOGA BLVD	Closed	03/02/20	03/13/20
E20-0306	28546 ELDORADO PL		03/02/20	
E20-0307	28666 ELDORADO PL		03/02/20	
E20-0308	28700 ELDORADO PL		03/02/20	
E20-0309	28735 ELDORADO PL		03/02/20	
E20-0310	28740 ELDORADO PL		03/02/20	
E20-0311	28751 BLOOMFIELD DR	Page	55 of 141 03/02/20	

E20-0312	18400 WILTSHIRE BLVD		03/02/20
E20-0313	28708 BLACKSTONE DR		03/02/20
E20-0314	18210 ROSELAND BLVD		03/02/20
E20-0330	18280 WILTSHIRE BLVD	Discovered	03/20/20
E20-0331	18325 RAINBOW DR	Discovered	03/20/20
E20-0332	27902 CALIFORNIA NE DR	Discovered	03/20/20
E20-0333	27934 CALIFORNIA NE DR	Discovered	03/20/20

Total Entries: 33

FIREWOOD STORAGE

Enforcement Number	Address	Status	Filed	Closed
E20-0325	17420 E GLENWOOD BLVD	Discovered	03/13/20	
		Total Entries: 1		

INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed	
E20-0323	18157 REDWOOD AVE	Resolved	03/13/20	03/20/20	
			Total Entries: 1		

PROPERTY MAINTENANCE

I ROI ERI I MIIII	VIET VIET VOE			
Enforcement Number	Address	Status	Filed	Closed
E20-0316	26760 LATHRUP BLVD	Discovered	03/04/20	
E20-0326	18554 ROSELAND BLVD	Discovered	03/13/20	
E20-0327	27315 LATHRUP BLVD	Resolved	03/20/20	03/20/20
E20-0334	28901 SOUTHFIELD RD	Discovered	03/20/20	
			Total Entr	ies: 4

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
E20-0315	28935 SOUTHFIELD RD		03/03/20	
			Total Entri	es: 1

TRASH CONTAINER IN PUBLIC					
Enforcement Number	Address	Status	Filed	Closed	
E20-0319	18157 REDWOOD AVE	Resolved	03/06/20	03/13/20	
E20-0320	27620 CALIFORNIA SE DR	Resolved	03/06/20	03/20/20	
E20-0321	18850 HAMPSHIRE ST	Resolved	03/06/20	03/13/20	
E20-0322	18918 HAMPSHIRE ST	Resolved	03/06/20	03/13/20	
E20-0324	18151 REDWOOD AVE	Resolved	03/13/20	03/20/20	
E20-0329	18131 REDWOOD AVE	Discovered	03/20/20		
			Total Entri	ies: 6	

VEHICLE STORA	AGE			
Enforcement Number	Address	Status	Filed	Closed
E20-0328	18151 REDWOOD AVE	Discovered	03/20/20	
			Total Entri	es: 1

WORK W/O A PE	RMIT			
Enforcement Number	Address	Status	Filed	Closed
E20-0317	27840 SUNSET W BLVD	Discovered	03/04/20	
E20-0318	18458 MIDDLESEX AVE	No Cause for Action	03/04/20	03/13/20
			Total Entries: 2	

Total Records:

Population: All Records

49

Enforcement.DateFiled Between 3/1/2020 12:00:00 AM AND 3/31/2020 11:59:

Enforcements By Code Officer

Enforcement Number	Address	Status	Filed	Closed
E20-0316	26760 LATHRUP BLVD	Discovered	03/04/20	
E20-0317	27840 SUNSET W BLVD	Discovered	03/04/20	
E20-0318	18458 MIDDLESEX AVE	No Cause for Action	03/04/20	03/13/20
E20-0319	18157 REDWOOD AVE	Resolved	03/06/20	03/13/20
E20-0320	27620 CALIFORNIA SE DR	Resolved	03/06/20	03/20/20
E20-0321	18850 HAMPSHIRE ST	Resolved	03/06/20	03/13/20
E20-0322	18918 HAMPSHIRE ST	Resolved	03/06/20	03/13/20
E20-0323	18157 REDWOOD AVE	Resolved	03/13/20	03/20/20
E20-0324	18151 REDWOOD AVE	Resolved	03/13/20	03/20/20
E20-0325	17420 E GLENWOOD BLVD	Discovered	03/13/20	
E20-0326	18554 ROSELAND BLVD	Discovered	03/13/20	
E20-0327	27315 LATHRUP BLVD	Resolved	03/20/20	03/20/20
E20-0328	18151 REDWOOD AVE	Discovered	03/20/20	
E20-0329	18131 REDWOOD AVE	Discovered	03/20/20	
E20-0330	18280 WILTSHIRE BLVD	Discovered	03/20/20	
E20-0331	18325 RAINBOW DR	Discovered	03/20/20	
E20-0332	27902 CALIFORNIA NE DR	Discovered	03/20/20	
E20-0333	27934 CALIFORNIA NE DR	Discovered	03/20/20	
E20-0334	28901 SOUTHFIELD RD	Discovered	03/20/20	

Kelda London				
Enforcement Number	Address	Status	Filed	Closed
E20-0286	18534 LINCOLN DR		03/02/20	
		Page 58 of 141		

Enforcements By Code Officer

E20-0287	18430 LINCOLN DR		03/02/20	
E20-0288	17630 LINCOLN DR		03/02/20	
E20-0289	17590 RAINBOW DR		03/02/20	
E20-0290	26335 LATHRUP BLVD		03/02/20	
E20-0291	17344 RAINBOW DR		03/02/20	
E20-0292	26710 LATHRUP BLVD		03/02/20	
E20-0293	18870 HAMPSHIRE ST		03/02/20	
E20-0294	18950 HAMPSHIRE ST		03/02/20	
E20-0295	19216 W 11 MILE RD		03/02/20	
E20-0296	19228 W 11 MILE RD		03/02/20	
E20-0297	19266 W 11 MILE RD		03/02/20	
E20-0298	19274 W 11 MILE RD		03/02/20	
E20-0299	19288 W 11 MILE RD		03/02/20	
E20-0300	19430 W 11 MILE RD		03/02/20	
E20-0301	19480 W 11 MILE RD		03/02/20	
E20-0302	18826 CAMBRIDGE BLVD		03/02/20	
E20-0303	27650 STANFORD CT		03/02/20	
E20-0304	18870 SAN JOSE BLVD		03/02/20	
E20-0305	18480 SARATOGA BLVD	Closed	03/02/20	03/13/20
E20-0306	28546 ELDORADO PL		03/02/20	
E20-0307	28666 ELDORADO PL		03/02/20	
E20-0308	28700 ELDORADO PL		03/02/20	
E20-0309	28735 ELDORADO PL		03/02/20	
E20-0310	28740 ELDORADO PL		03/02/20	
E20-0311	28751 BLOOMFIELD DR		03/02/20	
E20-0312	18400 WILTSHIRE BLVD		03/02/20	
E20-0313	28708 BLACKSTONE DR		03/02/20	
E20-0314	18210 ROSELAND BLVD	Page 5	9 of 141 $03/02/20$	

03/31/20

Enforcements By Code Officer

E20-0315

28935 SOUTHFIELD RD

03/03/20

Total Enforcements for Kelda Lonc 30

Total Records: 49

Population: All Records

Enforcement.DateFiled Between 3/1/2020 12:00:00 AM

AND 3/31/2020 11:59:59 PM

		cement E20-0286			
Property Info					
10-24-23-257-		534 LINCOLN DR	Subdivision:		
		THRUP VILLAGE MI, 48076-4560	Lot:	Block:	
Name Inforn					
Owner:	JOHNSON,	ROBERT R	Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcement	Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ite:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda Londo	n			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

Property Inf	ormation			
10-24-23-257	-036	18430 LINCOLN DR	Subdivision:	
		LATHRUP VILLAGE MI, 48076-4539	Lot:	Block:
Name Inforr	nation			
Owner:	DONE	RSON, ROBERT L	Phone:	
Occupant:			Phone:	
Filer:			Phone:	
Enforcemen	t Information			
Date Filed:	03/02/2020	Date Closed:	Status:	
Complaint:				
ast Action Da	ate:	Last Inspection:		
_ast Action:				
Ordinance Ins	spection Kelda L	ondon		
Status:	Scheduled		Result:	
Scheduled:	03/02/2020		Completed:	

Property Inf	ormation				
		17C20 LTNCOLN DD	C. le di tata c		
10-24-24-154	-026	17630 LINCOLN DR	Subdivision:		
		LATHRUP VILLAGE MI, 48076-4644	Lot:	Block:	
Name Inform					
Owner:	PERRY	, FAYE A	Phone:		
Occupant:			Phone:		
iler:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

Property Inf	ormation				
	-026 17590 RAII	NBOW DR	Subdivision:		
	LATHRUP \	/ILLAGE MI, 48076-4628	Lot:	Block:	
Name Inform	mation				
Owner:	MOORE, KENNETH		Phone:		
Occupant:	MOORE, KENNETH		Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance In	spection Kelda London				
Status:	Scheduled Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
			,		

Curbside ViolationEnforcement | E20-0290 Property Information 40-24-24-152-027 26335 LATHRUP BLVD Subdivision: LATHRUP VILLAGE MI, 48076-4607 Lot: Block: **Name Information** Owner: ANGELA R BLUE TRUST Phone: (248) 557 1669 Occupant: Phone: Phone: Filer: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Property In	formation				
10-24-24-156	-014	17344 RAINBOW DR	Subdivision:		
		LATHRUP VILLAGE MI, 48076-4626	Lot:	Block:	
Name Infor	mation				
Owner:	HILL, 7	TONYA	Phone:		
Occupant:	HILL, 7	TONYA	Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		_
Complaint:					
ast Action D	ate:	Last Inspection:			
_ast Action:					
Ordinance In	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
	52, 52, 2325				
-					

Property Inf		orcement E20-0292			
		26710 LATHRUP BLVD	Subdivision:		
		LATHRUP VILLAGE MI, 48076-4633	Lot:	Block:	
Name Inforr					
Owner:	CHESTN	UT DEVELOPMENT	Phone:		
Occupant:	CHESTN	UT DEVELOPMENT	Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ite:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda Loi	ndon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

Property Inf		forcement E20-0293			
10-24-23-253	-001	18870 HAMPSHIRE ST	Subdivision:		
		LATHRUP VILLAGE MI, 48076-4454	Lot:	Block:	
Name Infori	mation				
Owner:	PALME	R, RONALD	Phone:		
Occupant:	PALME	R, RONALD	Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance In:	spection Kelda Lo	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
					,

Curbside ViolationEnforcement | E20-0294 Property Information 40-24-23-206-004 18950 HAMPSHIRE ST Subdivision: LATHRUP VILLAGE MI, 48076-4412 Lot: Block: **Name Information** Owner: WHITE, DARLENE Phone: (248) 395 3959 Occupant: Phone: Phone: Filer: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Property Inf		forcement E20-0295		
40-24-14-385		19216 W 11 MILE RD	Subdivision:	
		LATHRUP VILLAGE MI, 48076-3209	Lot:	Block:
Name Inforr	nation			
Owner:	LOUIS,	JOVEL	Phone:	
Occupant:	LOUIS,	JOVEL	Phone:	
Filer:			Phone:	
Enforcement	t Information			
Date Filed:	03/02/2020	Date Closed:	Status:	
Complaint:				
ast Action Da	ite:	Last Inspection:		
_ast Action:				
Ordinance Ins	spection Kelda Lo	ondon		
Status:	Scheduled		Result:	
Scheduled:	03/02/2020		Completed:	

Property Inf	ormation				
		19228 W 11 MILE RD	Subdivision:		
		LATHRUP VILLAGE MI, 48076-3209	Lot:	Block:	
Name Inform	mation				
Owner:	EASON,	, DAMIOUS L	Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda Lo	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
			·		

Property Inf	ViolationEnforcement formation			
40-24-14-385-010 19266 W 11 MILE RD		ILE RD	Subdivision:	
	LATHRUP VILL	AGE MI, 48076-3209	Lot:	Block:
Name Infori	mation			
Owner:	JACKSON, THERON E		Phone:	
Occupant:			Phone:	
Filer:			Phone:	
Enforcemen	t Information			
Date Filed:	03/02/2020 Da	te Closed:	Status:	
Complaint:				
ast Action Da	ate: La	st Inspection:		
_ast Action:				
Ordinance In:	spection Kelda London			
Status:	Scheduled		Result:	
Scheduled:	03/02/2020		Completed:	

Property Inf	formation				
10-24-14-385		19274 W 11 MILE RD	Subdivision:		
		LATHRUP VILLAGE MI, 48076-3209	Lot:	Block:	
Name Inform	mation				
Owner:	CLARK	E, NICHOLE D	Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance In	spection Kelda L	ondon			
Status:	Scheduled	Sildon	Result:		
Scheduled:	03/02/2020		Completed:		
	,,				

Property Inf	ormation				
10-24-14-385	-014 19288	3 W 11 MILE RD	Subdivision:		
	LATH	RUP VILLAGE MI, 48076-3209	Lot:	Block:	
Name Inforr	nation				
Owner:	CHEW, SONIA		Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
Last Action Date: Last Inspection:		Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda London				
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
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Curbside ViolationEnforcement | E20-0300 Property Information 40-24-14-378-055 19430 W 11 MILE RD Subdivision: LATHRUP VILLAGE MI, 48076-3260 Lot: Block: **Name Information** Owner: RUCKER, GERALD G L Phone: (313) 999 7104 Occupant: Phone: Phone: Filer: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Property Inf		forcement E20-0301			
10-24-14-378	-050	19480 W 11 MILE RD	Subdivision:		
		LATHRUP VILLAGE MI, 48076-3260	Lot:	Block:	
Name Inform	mation				
Owner:	CRATE	R, GERALDINE	Phone:		
Occupant:	CRATE	R, GERALDINE	Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

Property Informatio	n				
0-24-14-452-009	1882	6 CAMBRIDGE BLVD	Subdivision:		
LATHRI		IRUP VILLAGE MI, 48076-3388	Lot:	Block:	
lame Information					
)wner:	HARRIS, ROD	DNEY M	Phone:		
Occupant:	HARRIS, ROD	DNEY M	Phone:		
iler:			Phone:		
inforcement Inform	ation				
Date Filed: 03/	02/2020	Date Closed:	Status:		
Complaint:					
ast Action Date:		Last Inspection:			
ast Action:					
Ordinance Inspection	Kelda London				
Status: Schedi			Result:		
Scheduled: 03/02/			Completed:		

Curheida	ViolationEn	forcement E20-0303		
Property Inf		inorcement L20-0303		
		27650 STANFORD CT	Subdivision:	
		LATHRUP VILLAGE MI, 48076-3339	Lot:	Block:
Name Infor	mation			
Owner:	WASH	INGTON, TAQUETA	Phone:	
Occupant:			Phone:	
Filer:			Phone:	
Inforcemen	t Information			
Date Filed:	03/02/2020	Date Closed:	Status:	
Complaint:				
ast Action D	ate:	Last Inspection:		
ast Action:				
Ordinance In	spection Kelda L	ondon		
Status:	Scheduled		Result:	
Scheduled:	03/02/2020		Completed:	

Curbside ViolationEnforcement | E20-0304 Property Information 40-24-14-401-010 18870 SAN JOSE BLVD Subdivision: LATHRUP VILLAGE MI, 48076-7803 Lot: Block: **Name Information** Owner: DEGRAFFENREID, NEDRA L Phone: (586) 601 8057 Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Curbside ViolationEnforcement | E20-0305 Property Information 40-24-14-256-016 18480 SARATOGA BLVD Subdivision: LATHRUP VILLAGE MI, 48076-3332 Lot: Block: **Name Information** Owner: WHITEHOUSE, DOUGLAS Phone: (248) 909 9522 Occupant: WHITEHOUSE, DOUGLAS Phone: (248) 909 9522 Filer: Phone: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: 03/13/2020 Closed Status: Complaint: Last Action Date: Last Inspection: 03/13/2020 Last Action: Ordinance Inspection | Kelda London Status: Completed Result: Complied Scheduled: 03/02/2020 Completed: 03/13/2020

Curbside ViolationEnforcement | E20-0306 Property Information 40-24-14-228-011 28546 ELDORADO PL Subdivision: LATHRUP VILLAGE MI, 48076-2623 Lot: Block: **Name Information** Owner: CARLISLE, LARRY D Phone: (248) 569 5681 Occupant: CARLISLE, LARRY D Phone: (248) 569 5681 Filer: Phone: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Curbside ViolationEnforcement | E20-0307 Property Information 40-24-14-228-006 28666 ELDORADO PL Subdivision: LATHRUP VILLAGE MI, 48076-2689 Lot: Block: **Name Information** Owner: BAILEY, ANDREA D Phone: (248) 557 4926 Occupant: Phone: Phone: Filer: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Property Inf	formation				
10-24-14-228	-004 28	3700 ELDORADO PL	Subdivision:		
	LA	ATHRUP VILLAGE MI, 48076-2693	Lot:	Block:	
Name Infori	mation				
Owner:	FRANKLIN, GARY		Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance In:	spection Kelda Lond	on			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

		forcement E20-0309			
Property Inf					
10-24-14-207	-008	28735 ELDORADO PL	Subdivision:		
		LATHRUP VILLAGE MI, 48076-7002	Lot:	Block:	
Name Inform	mation				
Owner:	BRADE	FORD, TORENA	Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
·					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
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Curboido	ViolationEn	forcement E20-0310		
Property Inf		norcement E20-0310		
10-24-14-228		28740 ELDORADO PL	Subdivision:	
		LATHRUP VILLAGE MI, 48076-2693	Lot:	Block:
Name Infor	mation			
Owner:	BURTO	ON, LENARDO	Phone:	
Occupant:			Phone:	
Filer:			Phone:	
Enforcemen	t Information			
Date Filed:	03/02/2020	Date Closed:	Status:	
Complaint:				
ast Action D	ate:	Last Inspection:		
_ast Action:				
Ordinance In	spection Kelda L	ondon		
Status:	Scheduled		Result:	
Scheduled:	03/02/2020		Completed:	

O l ' .l .	\/'-!-!'				
Property Inf		forcement E20-0311			
40-24-14-202-		28751 BLOOMFIELD DR	Subdivision:		
10 24 14 202	000	LATHRUP VILLAGE MI, 48076-2568	Lot:	Block:	
Name Inforr	mation	LATTIKOF VILLAGE MI, 40070-2500	LOC.	DIOCK.	
Owner:		, CLEOTIS C	Phone:		
Occupant:	LITES	, CLLOTIS C	Phone:		
Filer:			Phone:		
	t Information		FIIONE.		
Date Filed:	03/02/2020	Date Closed:	Status:		
	03/02/2020	Date closed.	Status.		
Complaint:					
_ast Action Da	ate:	Last Inspection:			
	ic.	Last Inspection.			
_ast Action:					
Ordinance Ins	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

		forcement E20-0312			
Property In					
10-24-14-207	'-018	18400 WILTSHIRE BLVD	Subdivision:		
		LATHRUP VILLAGE MI, 48076-2652	Lot:	Block:	
Name Infor	mation				
Owner:	BENSI	NG, KATHERINE R	Phone:		
Occupant:			Phone:		
Filer:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
_ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance In	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		
·					

Property Inf		forcement E20-0313			
10-24-14-230		28708 BLACKSTONE DR	Subdivision:		
.0	010	LATHRUP VILLAGE MI, 48076-2616	Lot:	Block:	
Name Inform	nation				
Owner:		D, DEBRA	Phone:		
Occupant:			Phone:		
iler:			Phone:		
Enforcemen	t Information				
Date Filed:	03/02/2020	Date Closed:	Status:		
Complaint:					
ast Action Da	ate:	Last Inspection:			
_ast Action:					
Ordinance Ins	spection Kelda L	ondon			
Status:	Scheduled		Result:		
Scheduled:	03/02/2020		Completed:		

Curbside ViolationEnforcement | E20-0314 Property Information 40-24-14-227-034 18210 ROSELAND BLVD Subdivision: LATHRUP VILLAGE MI, 48076-7007 Lot: Block: **Name Information** Owner: BURWELL, DONALD E Phone: (248) 424 8110 Occupant: Phone: Phone: Filer: **Enforcement Information** Date Filed: 03/02/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/02/2020 Completed:

Sign ViolationEnforcement | E20-0315 **Property Information** 40-24-14-227-042 28935 SOUTHFIELD RD Subdivision: LATHRUP VILLAGE MI, 48076-2720 Lot: Block: **Name Information** Owner: NAJOR & DABISH LLC Phone: (586) 997 0454 Occupant: Step by Step Physical Therapy Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/03/2020 Date Closed: Status: Complaint: Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Kelda London Status: Scheduled Result: Scheduled: 03/03/2020 Completed:

Property MaintenanceEnforcement | E20-0316 **Property Information** 40-24-24-105-001 26760 LATHRUP BLVD Subdivision: LATHRUP VILLAGE MI, 48076-4633 Lot: Block: **Name Information** Owner: VANKEMPEN, ROD Phone: Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/04/2020 Date Closed: Discovered Status: Complaint: Leaf bags left on lot Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/10/2020 Completed: Ordinance Inspection | Jim Wright Result: Not Complied Status: Completed Scheduled: 03/20/2020 Completed: Ordinance Inspection | Jim Wright Status: Completed Result: Violation(s) 03/04/2020 Completed: Scheduled:

Work w/o a permitEnforcement | E20-0317 **Property Information** 40-24-14-428-001 27840 SUNSET W BLVD Subdivision: LATHRUP VILLAGE MI, 48076-2657 Lot: Block: **Name Information** Owner: MCCARTHY, FRANCIS M Phone: (248) 840 0919 Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/04/2020 Date Closed: Discovered Status: Complaint: Continued work on rear room no permit Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 03/05/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/04/2020 Completed:

Work w/o a permitEnforcement | E20-0318 **Property Information** 40-24-23-276-005 18458 MIDDLESEX AVE Subdivision: LATHRUP VILLAGE MI, 48076-4516 Lot: Block: **Name Information** Owner: DEW, ERNEST Phone: Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/04/2020 Date Closed: 03/13/2020 Status: No Cause for Action Complaint: Dumpster in drive. No permit posible renovation work Last Action Date: Last Inspection: 03/13/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/13/2020 Completed: 03/13/2020 **Comments:** Dumpster company # 313 dumpster removed Ordinance Inspection | Jim Wright Status: Completed Result: Not Complied Scheduled: 03/06/2020 Completed:

Ordinance Inspection | Jim Wright

Status: Completed Result: Violation(s)

Scheduled: 03/04/2020 Completed:

Trash Container in Public ViewEnforcement | E20-0319 **Property Information** 40-24-14-278-006 18157 REDWOOD AVE Subdivision: LATHRUP VILLAGE MI, 48076-2624 Lot: Block: **Name Information** Owner: HRETZ, JOHN Phone: Occupant: HRETZ, JOHN Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/06/2020 Date Closed: 03/13/2020 Status: Resolved Complaint: Trash Container in Public View Last Action Date: Last Inspection: 03/13/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/13/2020 Completed: 03/13/2020 Ordinance Inspection | Jim Wright Result: Violation(s) Status: Completed Scheduled:

03/06/2020 Completed:

Trash Container in Public ViewEnforcement | E20-0320 **Property Information** 40-24-13-306-005 27620 CALIFORNIA SE DR Subdivision: LATHRUP VILLAGE MI, 48076 Block: Lot: **Name Information** Owner: O'BRIEN, MICHAEL S Phone: (313) 300 8441 Occupant: O'BRIEN, MICHAEL S Phone: (313) 300 8441 Filer: Phone: **Enforcement Information** Date Filed: 03/06/2020 Date Closed: 03/20/2020 Status: Resolved Complaint: Trash Container in Public View Last Action Date: Last Inspection: 03/20/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/20/2020 Completed: 03/20/2020 Ordinance Inspection | Jim Wright Not Complied Status: Completed Result: Scheduled: Completed: 03/13/2020 Ordinance Inspection | Jim Wright

Status: Completed Result: Violation(s)

03/06/2020 Scheduled: Completed:

Trash Container in Public ViewEnforcement | E20-0321 **Property Information** 40-24-23-253-002 18850 HAMPSHIRE ST Subdivision: LATHRUP VILLAGE MI, 48076-4454 Lot: Block: **Name Information** Owner: WILSON, ROBERT E Phone: Occupant: WILSON, ROBERT E Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/06/2020 Date Closed: 03/13/2020 Status: Resolved Complaint: Trash Container in Public View Last Action Date: Last Inspection: 03/13/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/13/2020 Completed: 03/13/2020 Ordinance Inspection | Jim Wright Result: Violation(s) Completed Scheduled: 03/06/2020 Completed:

Status:

Trash Container in Public ViewEnforcement | E20-0322 **Property Information** 40-24-23-206-006 18918 HAMPSHIRE ST Subdivision: LATHRUP VILLAGE MI, 48076-4412 Lot: Block: **Name Information** Owner: BARLOW, MARK A Phone: Occupant: BARLOW, MARK A Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/06/2020 Date Closed: 03/13/2020 Status: Resolved Complaint: Trash Container in Public View Last Action Date: Last Inspection: 03/13/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/13/2020 Completed: 03/13/2020 Ordinance Inspection | Jim Wright Result: Violation(s) Status: Completed

Scheduled: 03/06/2020 Completed:

Inoperable VehicleEnforcement | E20-0323 **Property Information** 40-24-14-278-006 18157 REDWOOD AVE Subdivision: LATHRUP VILLAGE MI, 48076-2624 Lot: Block: **Name Information** Owner: HRETZ, JOHN Phone: Occupant: HRETZ, JOHN Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/13/2020 Date Closed: 03/20/2020 Resolved Status: Complaint: Inoperable Vehicle black Cadilac in drive Last Action Date: Last Inspection: 03/20/2020

Ordinance Inspection | Jim Wright

Last Action:

Status:CompletedResult:CompliedScheduled:03/20/2020Completed:03/20/2020

Ordinance Inspection | Jim Wright

Status: Completed Result: Violation(s)

Scheduled: 03/13/2020 Completed:

Trash Container in Public ViewEnforcement | E20-0324 **Property Information** 40-24-14-278-007 18151 REDWOOD AVE Subdivision: LATHRUP VILLAGE MI, 48076-2624 Lot: Block: **Name Information** Owner: WALKER, DURAND A Phone: Occupant: WALKER, DURAND A Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/13/2020 Date Closed: 03/20/2020 Status: Resolved Complaint: Trash Container in Public View Last Action Date: Last Inspection: 03/20/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/20/2020 Completed: 03/20/2020 Ordinance Inspection | Jim Wright Result: Violation(s) Completed Scheduled: 03/13/2020 Completed:

Status:

Firewood StorageEnforcement | E20-0325 **Property Information** 40-24-13-154-009 17420 E GLENWOOD BLVD Subdivision: LATHRUP VILLAGE MI, 48076-2803 Block: Lot: **Name Information** Owner: BREDA, MATTHEW T Phone: Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/13/2020 Date Closed: Status: Discovered Complaint: Firewood stored in front of garage door. No address on home Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/03/2020 Completed: Ordinance Inspection | Jim Wright Status: Completed Result: Not Complied Scheduled: 03/20/2020 Completed: Ordinance Inspection | Jim Wright Status: Completed Result: Violation(s) Scheduled: 03/13/2020 Completed:

Property MaintenanceEnforcement | E20-0326 **Property Information** 40-24-14-226-039 18554 ROSELAND BLVD Subdivision: LATHRUP VILLAGE MI, 48076-7011 Lot: Block: **Name Information** Owner: JOHNSON, VANESSA Phone: (248) 346 4328 Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/13/2020 Date Closed: Discovered Status: Complaint: Damaged fence appears tree limb fell on fence Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/17/2020 Completed: Ordinance Inspection | Jim Wright Result: Partially Complied Status: Completed Scheduled: 03/20/2020 Completed: Ordinance Inspection | Jim Wright Status: Completed Result: Violation(s) Completed: Scheduled: 03/13/2020

Property MaintenanceEnforcement | E20-0327 **Property Information** 40-24-13-353-014 27315 LATHRUP BLVD Subdivision: LATHRUP VILLAGE MI, 48076-3508 Lot: Block: **Name Information** Owner: CROOKS, ERIC Phone: (313) 574 4195 Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: 03/20/2020 Status: Resolved Complaint: Bruce Cantor reports multiple violations Last Action Date: Last Inspection: 03/20/2020 Last Action: Ordinance Inspection | Jim Wright Status: Completed Result: Complied Scheduled: 03/20/2020 Completed: 03/20/2020

Vehicle StorageEnforcement | E20-0328 **Property Information** 40-24-14-278-007 18151 REDWOOD AVE Subdivision: LATHRUP VILLAGE MI, 48076-2624 Block: Lot: **Name Information** Owner: WALKER, DURAND A Phone: Occupant: WALKER, DURAND A Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Status: Discovered Complaint: Black Cadilac Expired plate 3HY A07 Remove vehicle from public view. ZoningOrdinance 5.6 Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/03/2020 Completed: Ordinance Inspection | Jim Wright Status: Completed Result: Violation(s) Scheduled: 03/20/2020 Completed:

Trash Container in Public ViewEnforcement | E20-0329 **Property Information** 40-24-14-278-008 18131 REDWOOD AVE Subdivision: LATHRUP VILLAGE MI, 48076-2624 Lot: Block: **Name Information** Owner: MORRIS, ALAN Phone: Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Discovered Status: Complaint: Trash can in public view Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/03/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/20/2020 Completed:

Curbside ViolationEnforcement | E20-0330 Property Information 40-24-14-228-013 18280 WILTSHIRE BLVD Subdivision: LATHRUP VILLAGE MI, 48076-7022 Lot: Block: **Name Information** Owner: BLANKS, HERBERT L Phone: Occupant: BLANKS, HERBERT L Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Discovered Status: Complaint: Leaf bags left out yard waste pickup not operating curently Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/01/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/20/2020 Completed:

Curbside ViolationEnforcement | E20-0331 **Property Information** 40-24-23-276-012 18325 RAINBOW DR Subdivision: LATHRUP VILLAGE MI, 48076-4543 Lot: Block: **Name Information** Owner: CARTER, GLYNE A Phone: Occupant: CARTER, GLYNE A Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Discovered Status: Complaint: Leaf bags left out yard waste pickup not operating curently Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/01/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/20/2020 Completed:

Curbside ViolationEnforcement | E20-0332 Property Information 40-24-13-155-017 27902 CALIFORNIA NE DR Subdivision: LATHRUP VILLAGE MI, 48076 Lot: Block: **Name Information** Owner: MULINAX, KAITLYN SARAH Phone: Occupant: Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Status: Discovered Complaint: Leaf bags left out yard waste pickup not operating curently Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/01/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/20/2020 Completed:

Curbside ViolationEnforcement | E20-0333 Property Information 40-24-13-155-011 27934 CALIFORNIA NE DR Subdivision: LATHRUP VILLAGE MI, 48076 Lot: Block: **Name Information** Owner: ATKINS, DWAYNE Phone: Occupant: ATKINS, DWAYNE Phone: Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Status: Discovered Complaint: Leaf bags left out yard waste pickup not operating curently Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/01/2020 Completed: Ordinance Inspection | Jim Wright Status: Result: Violation(s) Completed Scheduled: 03/20/2020 Completed:

Property MaintenanceEnforcement | E20-0334 **Property Information** 40-24-14-227-043 28901 SOUTHFIELD RD Subdivision: LATHRUP VILLAGE MI, 48076-2720 Lot: Block: **Name Information** Owner: JOVAN, DRAGI Phone: (248) 760 4348 Occupant: SOUTHFIELD COMPUTER OUTLET Phone: (248) 557 2222 Filer: Phone: **Enforcement Information** Date Filed: 03/20/2020 Date Closed: Status: Discovered Complaint: Continued stacking of wood palets and debris outside of building. Final notice ticket will be issued Last Action Date: Last Inspection: Last Action: Ordinance Inspection | Jim Wright Status: Scheduled Result: Scheduled: 04/03/2020 Completed: Ordinance Inspection | Jim Wright Not Complied Status: Completed Result: Scheduled: Completed: 03/27/2020 Ordinance Inspection | Jim Wright Status: Completed Result: Violation(s) Scheduled: 03/20/2020 Completed:

CITY OF LATHRUP VILLAGE NOTICE OF F.Y. 2020-21 PUBLIC HEARING

Notice is hereby given that a public hearing will be held on the FY 2020-21 Projected Budget on May 18, 2020 at 7:00 p.m. in the City Council Chambers located in the upper level of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan and/or via a Virtual Electronic Meeting to obtain public input on fiscal year 2020-2021 budget.

Please click this URL to join electronically.

https://zoom.us/j/94411296112?pwd=enR2SUM0ZENtd3lsME5gaXJrNFJFdz09

Password: 334772
Or join by phone:
Dial US: +1 312 626 6799 or +1 646 558 8656
Webinar ID: 944 1129 6112
Password: 334772

The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.

The complete budget is on file in the office of the City Clerk for public inspection during office hours and available online at www.lathrupvillage.org.

Yvette Talley, City Clerk City of Lathrup Village

CITY OF LATHRUP VILLAGE

ANNUAL FISCAL RESOLUTIONS Fiscal Year 2020- 2021

(1) RESOLUTION ADOPTING BUDGET

WHEREAS, the City Administrator has prepared and submitted to the City Council a recommended budget covering the next fiscal year, a public hearing has been held after due notice, and all other Charter requirements for the adoption of an annual budget have been met; and

WHEREAS, a Proposed Budget has been studied, reviewed, modified, reduced to writing, and filed with the City Clerk, which meets with the approval of the City Council and is now ready for adoption in final form;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby adopt the Proposed Budget now on file with the City Clerk, and has been modified to date as being the Budget of the City of Lathrup Village for the fiscal year commencing on July 1, 2020; and

BE IT FURTHER RESOLVED that the City Clerk be directed to date and initial such budget document for purposes of identification.

(2) GENERAL PURPOSES TAX LEVY

WHEREAS, the City Council has approved a budget document for the next fiscal year and it is necessary to provide a levy of the amounts necessary to be raised by general ad valorem taxes on property for general municipal purposes;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby levy an annual ad valorem tax for the fiscal year commencing on the next July 1st upon all real and personal property subject to such taxation within the City at the rate of 18.1912 mills upon each dollar of State Taxable Valuation assessed thereon according to law (such levy being calculated to raise the sum of \$2,714,127 more or less) to be used for general municipal purposes; that this levy is made pursuant to the authority of Section 9.1 of the Charter and is exclusive of, and in addition to, all other special purpose levies for such year.

(3) REFUSE COLLECTION AND DISPOSAL TAX LEVY

WHEREAS, the City Council has approved a budget document for the next fiscal year and it is necessary to provide a levy of the amounts necessary to be raised by general ad valorem taxes on property to defray the costs of collecting and disposing of "garbage" (in this City termed "refuse"),

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby levy an annual ad valorem tax for the fiscal year commencing on the next July 1st upon all real and personal property subject to such taxation within the City at the rate of 2.7286 mills upon each dollar of State Taxable Valuation assessed thereon according to law (such levy

being calculated to raise the sum of \$407,107 more or less) to be used to pay the cost of establishing and maintaining a system for the collection and disposal of refuse; that this levy is made pursuant to the statutes in such case made and provided, and specifically 1917 PA 298, 1947 PA 179, and MSA 5.2681, all as amended to date.

(4) DOWNTOWN DEVELOPMENT AUTHORITY

WHEREAS, the City council has adopted a budget for the next fiscal year and it is necessary to provide a levy of the amounts necessary to be raised by general ad valorem taxes on property within the City's Downtown Development Authority District, as recommended and submitted by the Downtown Development Authority;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby levy an annual ad valorem tax for the fiscal year commencing on the next July 1_{st} upon all real and personal property subject to such taxation within the Downtown Development Authority District at a rate of 1.8823 mills upon each dollar of State Taxable Valuation assessed thereon according to law (such levy being calculated to raise the sum of \$255,000 more or less) to be used exclusively for Downtown Development Authority purposes or as authorized by an adopted agreement with the City of Lathrup Village.

(5) ANNUAL APPROPRIATIONS RESOLUTION

WHEREAS, the City Council has adopted a budget for the next fiscal year which is now on file with the City Clerk,

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby appropriate the following sums for the following purposes for the fiscal year commencing the next July 1st:

Government Services & Library	\$ 490,750
Administration	\$ 742,524
Buildings and Grounds	\$ 148,428
Public Safety	\$2,327,364
Public Services/Refuse	\$ 567,507
Recreation	\$ 80,106
Contingencies/Capital Reserves	\$ 245,821
Major Streets	\$ 169,156
Local Streets	\$ 393,816
Water	\$1,185,230
Sewer	\$1,878,610
Debt Service	\$ 124,002
Capital Acquisitions	\$ 96,621
Downtown Development Authority	\$ 226,970
Total	\$8,676,906

(6) WATER RATES

WHEREAS, the City Council has approved a budget document for the next fiscal year and it is necessary to provide a fee of the amounts necessary to be raised by a rate per thousand cubic feet to defray the costs to operate the water system of the City hereinafter detailed,

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby levy an annual fee of \$43.48 per thousand cubic feet on all water customers of the City commencing the next July 1st; that said fee is set pursuant to Sections 78-222 and 34-491 of the Code of Ordinances for the City of Lathrup Village.

(7) SEWER RATES

WHEREAS, the City Council has approved a budget document for the next fiscal year and it is necessary to provide a fee of the amounts necessary to be raised by a rate per thousand cubic feet to defray the costs to operate the sewer system of the City hereinafter detailed.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby levy an annual fee of \$82.59 per thousand cubic feet on all sewer customers of the City as well as necessary surcharges for certain wastewater imposed upon the City by the Evergreen-Farmington Sewage Disposal System commencing the next July 1st; that said fee is set pursuant to Sections 78-383, 34-496, and 34-487 of the Code of Ordinances for the City of Lathrup Village.



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members FROM: Sheryl L. Mitchell, City Administrator

DATE: May 18, 2020

RE: MOTION TO ACCEPT AN ENGAGEMENT LETTER FOR PROFESSIONAL SERVICES AGREEMENT WITH PLANTE & MORAN

Attached you will find a letter along with a Professional services agreement for audit services with Plante & Moran, in the amount of \$35,800 (a 5% decrease from the prior year). This has been included in the FY 2020-2021 Budget.

Suggested Motion:

To allow the City Administrator to enter it to this agreement with Plante & Moran	for our
upcoming audit for Fiscal Year 2019-2020.	

Motion by ______, Seconded by ______,



Plante & Moran, PLLC

Suite 360 4444 W. Bristol Road Flint, MI 48507 Tel: 810.767.5350 Fax: 810.767.8150 plantemoran.com

April 21, 2020

Dr. Sheryl Mitchell City of Lathrup Village 27400 Southfield Road Lathrup Village, MI 48076

Dear Sheryl:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to the City of Lathrup Village (the "City").

Scope of Services

We will audit the City's financial statements as of and for the year ended June 30, 2020.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services.

If you determine that you need additional services, including accounting, consulting, or tax assistance, PM can be available to provide such additional services if and to the extent provided for in a separate, signed engagement agreement.

Timing of Services

Due to the effects of the COVID-19 pandemic, as an alternative to certain of our on-site work, we may perform procedures remotely, if needed. This work, whether on site, or remote, is expected to begin on August 10, 2020. Completion of our procedures and issuance of our report will be dependent upon our ability to obtain sufficient appropriate information and access your staff during these remote or on site procedures. If the audit is required to be conducted remotely and there are procedures that will require us to be on-site, we will work with you to schedule that work once it becomes clearer when a return to normal working environments will be possible.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expends at our current hourly rates. We estimate that our fee for this engagement will be approximately \$35,800 (a 5% decrease from prior year), plus all reasonable and necessary travel and out-of-pocket costs incurred.

Invoices for audit services, other services, and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.



Dr. Sheryl Mitchell City of Lathrup Village 2

April 21, 2020

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

Pamela L. Hill, CPA

Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between the City of Lathrup Village and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Lathrup Village		
DocuSigned by:		
Sheryl Mitchell	4/21/2020	
Dr. Sheryl Mitchell	Date	
City Administrator		
Title	•	

plante moran

Ver. 09/2019

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated April 21, 2020 between Plante & Moran, PLLC (referred to herein as "PM") and City of Lathrup Village (referred to herein as "the City").

- 1. Financial Statements The financial statements of the City being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
- 2. Management Responsibilities The City management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the City personnel responsible for the City's underlying accounting and financial records.

The City personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the City will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. The City will allow PM unrestricted access to personnel within the City from whom PM determines it necessary to obtain audit evidence.

The City represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). The City shall not disclose personal data of data subjects who are entitled to certain rights and protections afforded by applicable federal, state, and foreign privacy and data protection laws ("Personal Data") to PM without prior notification to PM. The City shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. The City has designated Dr. Sheryl Mitchell to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the City involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

- 3. Objective of an Audit of Financial Statements The objective of PM's audit is the expression of an opinion on the City financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the City's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the City management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
- 4. Supplementary Information In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily

available no later than the date of issuance by the City of the supplementary information and the auditor's report thereon.

- 5. Internal Controls The City is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the City's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.
- 6. Audit Procedures and Limitations PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the City financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the City acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
- 7. Auditor Communications PM is obligated to communicate certain matters related to the audit to those responsible for governance of the City, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the City's governing board, and the City acknowledges and agrees that communication in this manner is sufficient for the City's purposes.
 - Communication to Group Auditor In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. The City permits such communication. PM will discuss matters being communicated with those responsible for governance of the City.
- 8. Accounting and Financial Records The City agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the City financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the City providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the City's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.
 - In any circumstance where PM's work is rescheduled due to the City's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.
- 9. Audit Adjustments PM will recommend adjustments to the City's accounting records that PM believes are appropriate. The City management is responsible for adjusting the City accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the City financial statements specified in this agreement.
- 10. Management Representations The City is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure

of information therein. During the course of the audit, PM will request information and explanations from the City officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, the City acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the City agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the City financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

11. Use of Report – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. the City may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. The City agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if the City intends to make reference to PM in a publication of any type, the City agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. The City acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet website, the City understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

12. Securities Offerings – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the City elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, the City understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.

If the City incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, the City agrees to include the following provision in the offering document:

Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of the City since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

- **13.** Tax Return Preparation This engagement does not include preparation of any tax returns or filings. If the City requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
- **14.** Confidentiality, Ownership, and Retention of Workpapers During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding

general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the City.

In the interest of facilitating PM's services to the City, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the City recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the City and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the City in a timely manner of such request and to cooperate with the City should it attempt, at the City's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the City as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

Both the City and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of the City's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. the City authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the City's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. The City acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

- 15. Consent to Disclosures to Service Providers In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the City. In order to enable these third party service providers to assist PM in this capacity, the City, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the City's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. The City's consent shall be continuing until the services provided for this engagement agreement are completed.
- 16. Fee Quotes In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the City regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. The City acknowledges that the following circumstances may result in an increase in fees:

- Failure by the City to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by the City to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by the City causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will advise the City in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

- 17. Payment Terms PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work. the City agrees that in the event PM stops work or terminates this Agreement as a result of the City's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 18. Fee Adjustments Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. The City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- **19.** Exclusion of Certain Damages In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.
- 20. Receipt of Legal Process In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving the City but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the City agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 21. Subsequent Discovery of Facts After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the City and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the City acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 22. Termination of Engagement This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. The City will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.

- 23. Entire Agreement This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
- **24. Severability** If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 25. Force Majeure Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- **26. Signatures** Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
- **27. Governing Law** This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement – Audit Services



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members FROM: Sheryl L. Mitchell, City Administrator

DATE: May 18, 2020

RE: MOTION TO ACCEPT AN ENGAGEMENT LETTER FOR PROFESSIONAL SERVICES AGREEMENT WITH PLANTE & MORAN FOR "GAP" SERVICES

Attached you will find a letter along with a Professional services agreement for audit services with Plante & Moran, for the compilation and organization of audit schedules for Capital Assets and Pension & OPEB liabilities. Related to this work, they will identify potential journal entries for review and approval.

Suggested Motion:

	City Administrator to enter it to this agreement with Plante & Moran o" services related to the upcoming audit for Fiscal Year 2019-2020.
Motion by	, Seconded by,



Plante & Moran, PLLC

Suite 360 4444 W. Bristol Road Flint, MI 48507 Tel: 810.767.5350 Fax: 810.767.8150 plantemoran.com

April 21, 2020

Dr. Sheryl Mitchell City of Lathrup Village 27400 Southfield Road Lathrup Village, MI 48076

Dear Sheryl:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to the City of Lathrup Village (the "City").

Scope of Services

As Plante Moran is the City's auditor, the Plante Moran Government Accounting Professionals ("PMGAP") team is limited on services it is allowed to provide the City under the independence standards of our profession; however, we can provide certain services to support your accounting team provided we follow those standards. Importantly, we cannot make management decisions on behalf of the City and City management must possess the skills, knowledge, and experience to review, approve, and take responsibility for the services provided.

Our service to the City will include compilation and organization of the following audit schedules from City-prepared source documents:

- Capital Assets Update capital asset schedules from general ledger detail based on expense accounts identified by the client and reviewing for expenses over the capitalization threshold. Review the City Council minutes to identify any additional assets not previously identified through review of expense accounts. The list of assets will be provided to the client to assign estimated useful lives. Compute current year depreciation expense based on historical costs, estimated useful lives, and depreciation methods as determined by management.
- Pension and OPEB liabilities Update City's GASB 68 and GASB 75 templates with data from actuarial valuations and other supporting documents.

If additional tasks are requested by City Management, we will follow up with an addendum to this engagement letter.

Related to our work, we may identify potential journal entries for the City to consider. Any proposed adjusting entries will be summarized in writing and presented to Lathrup Village Management for evaluation and approval. Management agrees to accept responsibility for reviewing, approving, and posting adjusting entries proposed by Plante Moran. Management will provide Plante Moran with written documentation affirming their review and approval.



Dr. Sheryl Mitchell City of Lathrup Village 2

April 21, 2020

Our work product will be under the direction and supervision of you and the City Treasurer. We will not make management decisions on behalf of the City or, in any way, perform management functions. The PMGAP team members will be separate from your audit team.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way.

Fees and Payment Terms

Our work will be billed at these **discounted** hourly rates:

Accounting Consultant \$137 Manager \$165 Partner \$317

Travel time after the first hour per day will be billed at 75% of the above rates.

Any other projects or consulting services in addition to the ones noted above may be requested by City management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

Brian J. Camiller

Partner

plante moran Dr. Sheryl Mitchell City of Lathrup Village 3

April 21, 2020

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Lathrup Village and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Lathrup Village		
Shuryl Mitchell	4/30/2020	
Dr. Sheryl Mitchell	Date	
City Administrator		
Title		

plante moran

Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for our temporary finance assistance services dated April 21, 2020 between Plante & Moran, PLLC (referred to herein as "PM") and the City of Lathrup Village (referred to herein as the "City").

1. Management Responsibilities – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, the City acknowledges that the City is solely responsible for all such management decisions and management functions. The City will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. The City has designated Pam Bratschi to oversee the services PM will provide.

The City is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

The City represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). The City shall not disclose personal data of data subjects who are entitled to certain rights and protections afforded by applicable federal, state, and foreign privacy and data protection laws ("Personal Data") to PM without prior notification to PM. The City shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

- 2. Review and Supervision The City understands and acknowledges that all PM staff assigned to this project are working solely at the City's direction and agree that all work performed will be subject to the same supervision, review and approval practices that the City undertakes with its own staff. It is understood that, in accordance with the terms of this agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. The City is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
- 3. **Nature and Limitations of Services** PM's project activities will be based on information and records provided by the City. PM will rely on such underlying information and records and PM's project activities will not include audit or verification of the information and records provided to PM in connection with PM's project activities.

The project activities PM will perform will not constitute an examination or audit of any the City financial statements or any other items, including the City's internal controls. If the City requires financial statements or other financial information for third-party use, or if the City requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, the City agrees not to associate or make reference to PM in connection with any financial statements or other financial information of the City. In addition, PM's engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform the City of any such matters that come to PM's attention.

- 4. Project Deliverables At the conclusion of PM's project activities and periodically as the project progresses, PM will review the results of the project work with the City and provide the City with any observations related to PM's services that PM believes warrant the City's attention. PM also will provide the City with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon the City's request. PM will not issue a written report as a result of this engagement and the City agrees that the nature and extent of the work product that PM will provide, as outlined in this agreement, are sufficient for the City's purposes.
- 5. Confidentiality, Ownership, and Retention of Workpapers During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the City.

In the interest of facilitating PM's services to the City, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards,

Professional Services Agreement – Temporary Finance Assistance

the City recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this agreement is subject solely to the City's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will become part of the City's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the City and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the City in a timely manner of such request and to cooperate with the City should the City attempt, at the City's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the City as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

- 6. Consent to Disclosures to Service Providers In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the City. In order to enable these service providers to assist PM in this capacity, the City, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the City's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. The City's consent shall be continuing until the services provided for this engagement agreement are completed.
- 7. Fee Quotes In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depends upon the availability and cooperation of those the City personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.
 - In any circumstance where PM's work is rescheduled due to the City's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work. PM will endeavor to advise the City in the event any circumstances occur which would require PM's work to be rescheduled. However it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.
- 8. **Payment Terms** PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's consulting work. The City agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 9. Fee Adjustments Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement.

Professional Services Agreement – Temporary Finance Assistance

The City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.

10. Exclusion of Certain Damages – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, the City agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature whatsoever so that the total aggregate liability of PM and/or the PM Persons to the City shall not exceed the total fees paid by the City to PM for the services provided in connection with this engagement agreement. The City and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, the City's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable to the City, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and the City agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this engagement agreement expressly identifies multiple phases of services, the total aggregate liability of PM to the City shall be limited to no more than the total amount of fees paid by the City for the particular phase of services alleged to have given rise to any such liability.

- 11. **Receipt of Legal Process** In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving the City but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the City agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 12. **Termination of Engagement** This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. The City will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
- 13. **Time Limits** Except for actions to enforce payment of PM's invoices and without limiting any claims for indemnification hereunder, any claim or cause of action arising under or otherwise relating to this engagement must be filed within two years from the completion of the engagement without regard to any statutory provision to the contrary.
- 14. **Entire Agreement** This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
- 15. **Severability** If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 16. **Defense, Indemnification, and Hold Harmless** As a condition of PM's willingness to perform the services provided for in the engagement letter, the City agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities
- 17. **Conflicts of Interest** PM's engagement acceptance procedures include a check as to whether any conflicts of interest exists that would prevent acceptance of this engagement. No such conflicts have been identified. The City understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of the City.
- 18. **Agreement Not to Influence** The City and PM each agree that each respective organization and its employees will not endeavor to influence the other's employees to seek any employment or other contractual arrangement with it, during this engagement or for a period of one year after termination of the engagement. The City agrees that PM employees are not "contract for hire." PM may release the City from these restrictions if the City agrees to reimburse PM for its recruiting, training, and administrative investment in the applicable employee. In such event,

Professional Services Agreement – Temporary Finance Assistance

- the reimbursement amount shall be equal to two hundred hours of billings at the current rate stated in this agreement for the PM employee.
- 19. **Force Majeure** Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 20. **Signatures** Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
- 21. **Governing Law** This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement – Temporary Finance Assistance Services



Dr. Sheryl L. Mitchell

City AdministratorCity of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076 smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members FR: Sheryl L. Mitchell, City Administrator

DA: May 18, 2020

RE: APPROVAL - RESOLUTION - COMMUNITY DEVELOPMENT BLOCK

GRANT (CDBG) PROGRAM, OAKLAND COUNTY - URBAN COUNTY

QUALIFICATION 2021-2023

Background:

Oakland County recently received the Notice from a U.S. Department of Housing and Urban Development (HUD). For communities that participated in the County's CDBG program for 2018-2020 there is a Cooperation Agreement in effect that offers automatic renewal. Oakland County's deadline for all 61 communities to express their intention regarding participation in the 2021-2023 CDBG program is Monday, June 1, 2020.

The City of Lathrup Village participated in the CDBG program for the past 3 years. The funding for the upcoming period is approximately \$21,137, and is allocated to programs serving the needs of low-income residents.

Suggested Motion:

Adopt the Resolution to opt into the Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2021, 2022 and 2023.

Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

Moved by	Second by
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CITY OF LATHRUP VILLAGE

RESOLUTION

Community Development Block Grant (CDBG) Program

Oakland County, Michigan

Urban County Qualification 2021-2023

We resolve to opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2021, 2022 and 2023. Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

I, **Yvette Talley**, City Clerk for the City of Lathrup Village, Oakland County, Michigan do hereby certify that the above is a true copy of a resolution adopted by the City Council of the City of Lathrup Village at a Regular meeting held on **May 18, 2020**.

Yvette Talley, City clerk
City of Lathrup Village



COMMUNITY & HOME IMPROVEMENT

Karry Rieth, Manager Office: (248) 858-5403 | riethk@oakgov.com

April 16, 2020

The Honorable Kelly Garrett, Mayor City of Lathrup Village 27400 Southfield Rd Lathrup Village MI 48076-3489

RE: 2021-2023 Cooperative Agreement

Dear Mayor Garrett:

In the spirit of Oakland County working together, we invite the City of Lathrup Village to continue to participate in the Oakland County urban county Community Development Block Grant (CDBG) program for program years 2021-2023. The City has participated in the past three years. During this period, approximately \$21,137 was allocated to programs serving the needs of low-income residents.

The U. S. Department of Housing and Urban Development (HUD) requires the County to renew its Cooperative Agreement with participating communities every three years. Your participation is essential to the County and the other cities, townships and villages that combine demographics each year to achieve the highest level of federal funding for local projects. Participation in the urban county requires a three-year commitment, and your community must remain in the program for the three-year duration. If your community chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while a part of the urban county.

Besides an annual CDBG allocation, participating communities also benefit from the County's federally funded HOME Investment Partnerships and Emergency Solutions Grant (ESG) programs. HOME and CDBG funds are combined each year to improve local housing stock through our Home Improvement Program. HOME funds are also used to develop affordable rental and owner housing. ESG funds are used to meet the needs of the homeless through emergency shelters, rapid re-housing and homeless prevention activities.

As a current participant, there is a Cooperative Agreement between the City and Oakland County on file. This three-year Cooperative Agreement is automatically renewed for each three-year cycle unless an amendment is required by HUD. Your CDBG primary contact was previously provided a copy of the most current Cooperative Agreement.

In order to continue to participate in the urban county Community Development Block Grant (CDBG) program the City must respond via email to spradlinc@oakgov.com by Monday, June 1, 2020. The email should indicate that the City intends to opt into the Oakland County urban county program for program years 2021-2023 and will remain through automatic renewals in successive three-year qualification periods, or until such time that it is in the best interest of the City to terminate the Cooperative Agreement. The City should maintain a copy of the email with its CDBG records.

If the City decides to opt out of the urban county program, a letter signed by the chief executive officer is required. The letter should state that the community intends to opt out of the Oakland County urban county program for program years 2021-2023. Due to federal requirements, you must submit this letter to the County and to HUD. Please mail HUD's copy of the letter to Keith E. Hernandez, AICP, Director, Office of Community Planning and Development, U.S. Dept of Housing and Urban Development, Patrick V. McNamara Federal Building, 477 Michigan Ave., Ste. 1600, Detroit MI 48226 by **Monday, June 1, 2020.** Please mail the County's copy of the letter to Carla Spradlin, Grant Compliance & Program Coordinator, by **Monday, June 1, 2020.**

If you have questions, please contact Carla at (248) 860-4517.

We look forward to three more years of working together to benefit your low-income residents.

Sincerely,

Karry L. Rieth, Manager

Kangkieth

cc: Yvette Talley, Clerk

Christopher Clough, Parks & Recreation Coordinator



Dr. Sheryl L. Mitchell

City Administrator

City of Lathrup Village 27400 Southfield Road | Lathrup Village, MI 48076 smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell, City Administrator

DA: May 18, 2020

RE: MOTION TO APPROVE A PURCHASE OF NEW RECREATION VAN

The current Fiscal Year 2019/20 includes funding for the purchase of a 15 passenger bifold door van for the Recreation Department. The vehicle's purchase price estimated at \$53,610.

	REVENUE	EXPENSE
VAN		\$ 53,816
FY 2019/20 CAPITAL BUDGET	\$20,000	
SMART CREDITS AS OF 11/2019 REIMB	\$25,610	
CDBG REIMBURSEMENT	\$7,000	
TOTAL	\$52,610	\$ 53,610

Pricing was obtained from the vendor, Hoestra Transportation, that is utilized by SMART as part of the State's MITN program for soliciting competitive bids.

Administration is recommending acceptance of the submitted purchase offer.

Suggested Motion:

To Approve the Purchase of A New Van for the Recreation Department, as recommended, for a Cost Not to Exceed \$53,610 from Hoestra Transportation and authorize the City Administrator to sign related documents.



3741 ROGER B. CHAFFEE BLVD. GRAND RAPIDS, MI 49548 PHONE: (616) 245-7440

Account Name	City Of Lathrup Village	Created Date	5/11/2020
Billing Address	27400 Southfield Road Lathrup Village, MI 48076 United States	Expiration Date Quote Number	6/30/2020 00000781
Contact Name	Christopher Clough	Prepared By	Rebecca Voss
Phone	248-520-0618	Phone	616-986-0016
Email	recreation@lathrupvillage.org	Email	rvoss@hoekstrainc.com

Quote Description

Description Class 4 with bi-fold - fully seated - cloth seats. Includes Ford Incentives GPC for State Municipalities

Product Description	Quantity	Sales Price	Total Price
15 Passeger Transit with Bi-Fold Door	1.00	\$53,591.00	\$53,591.00
	Tax		\$0.00
	Title Fee		\$15
	Doc Fee		\$210
	Plate Fee		\$0.00
	Grand Total		\$53,816.00

Attention Used Vehicle Buyers: If you are buying a used vehicle with this contract, federal regulations may require a special buyer's guide to be displayed on the window of the vehicle. THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISION IN THE CONTRACT OF SALE.

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT THE DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALER, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED".

The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

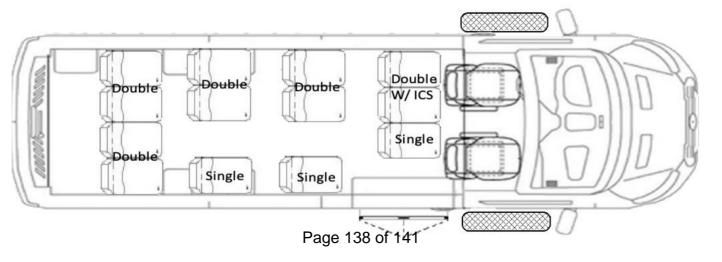
Quote Acceptance		
	Signature:	
	Printed Name:	
	Title:	
	Date:	



3741 ROGER B. CHAFFEE BLVD. GRAND RAPIDS, MI 49548 PHONE: (616) 245-7440

Additional Terms and Conditions

- 1. As used in this Order the terms (a) "Dealer" shall mean the authorized Dealer to whom this Order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this Order as such on the face hereof, and (c) "Manufacturer" shall mean the Corporation that manufactured the vehicle or chassis, it being understood by the Purchaser and Dealer that Dealer is in no respect the agent of Manufacturer, that Dealer and Purchaser are the sole parties to this Order and that reference to Manufacturer herein is for the purpose of explaining generally certain contractual relationships, existing between Dealer and Manufacturer with respect to new motor vehicles.
- 2. Manufacturer has reserved the right to change the price to Dealer of new motor vehicles without notice. In the event the price to Dealer of new motor vehicles of the series and body type ordered hereunder is changed by Manufacturer prior to delivery of the new motor vehicle ordered hereunder to Purchaser, Dealer reserves the right to change the cash delivered price of such motor vehicle to Purchaser accordingly. If such cash delivered price is increased by Dealer, Purchaser may, if dissatisfied therewith, cancel this order.
- 3. If the used motor vehicle which has been traded in as a part of the consideration for the motor vehicle ordered hereunder is not to be delivered to Dealer until delivery to Purchaser of such motor vehicle, the used motor vehicle shall be reappraised at that time and such reappraised value shall determine the allowance made for such used motor vehicle. If such reappraised value is lower than the original allowance therefore shown on the front of this Order, Purchaser may, if dissatisfied therewith, cancel this Order, provided, however, that such right to cancel is exercised prior to the delivery of the motor vehicle ordered hereunder to the Purchaser and surrender of the used motor vehicle to Dealer.
- 4. Purchaser agrees to deliver to Dealer satisfactory evidence of title to any used motor vehicle traded in as a part of the consideration for the motor vehicle ordered hereunder at the time of delivery of such used motor vehicle to Dealer. Purchaser warrants any such used motor vehicle to be his property free and clear of all liens and encumbrances except as otherwise noted herein.
- 5. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchased by or shipped to Dealer or being manufactured or sold in accordance with Dealer's orders. Correspondingly, in the event of any such change by Manufacturer, Dealer shall have no obligation to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered by this Order either before or subsequent to delivery thereof to Purchaser.
- 6. Dealer shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this Order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer.
- 7. The price for the motor vehicle specified on the face of this Order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State, or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this Order, regardless of which party may have primary tax liability therefore.
- 8. PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM DEALER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.
- 9. The Purchaser, before or at the time of delivery of the motor vehicle covered by this Order will execute such forms of agreement or documents as may be required by the terms and conditions of payment indicated on the front of this Order.



CITY OF LATHRUP VILLAGE, MICHIGAN

RESOLUTION TO APPOINT A REPRESENTATIVE AND ALTERNATE TO SOCCRA

WHEREAS Article VII of the articles of Incorporation SOCCRA provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees; and

WHEREAS this representative shall serve during the next fiscal year following their appointment and/or until their successor is appointed.

WHEREAS the City Council is requested to appoint, by resolution, a representative and alternate representative to represent the City of Lathrup Village on the Board of Trustees for SOCCRA, for the fiscal year beginning July 1, 2020.

WHEREAS the City Administrator has recommended Sheryl L. Mitchell, as Representative and Susan Stec, as Alternate, to represent the City of Lathrup Village on the Board of Trustees for SOCCRA.

NOW THEREFORE, BE IT RESOLVED that the Lathrup Village City Council hereby appoints Sheryl L. Mitchell as Representative and Susan Stec as Alternate to SOCCRA and authorize the City Clerk to notify SOCCRA of same.

Adopted this 18th Day of May, 2020.	
	Mykale Garrett, Mayor
	athrup Village, Michigan, do hereby certify that the above of the Lathrup Village City Council held on May 20, 2019.
	 Yvette Talley, Clerk

CITY OF LATHRUP VILLAGE, MICHIGAN

RESOLUTION TO APPOINT A REPRESENTATIVE AND ALTERNATE TO THE SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY (SOCWA)

WHEREAS Article VII of the articles of Incorporation of the Southeastern Oakland County Water Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees; and

WHEREAS this representative shall serve during the next fiscal year following their appointment and/or until their successor is appointed.

WHEREAS the City Council is requested to appoint, by resolution, a representative and alternate representative to represent the City of Lathrup Village on the Board of Trustees for SOCWA, for the fiscal year beginning July 1, 2020.

WHEREAS the City Administrator has recommended Sheryl L. Mitchell, as Representative and Susan Stec, as Alternate, to represent the City of Lathrup Village on the Board of Trustees for SOCWA.

NOW THEREFORE, BE IT RESOLVED that the Lathrup Village City Council hereby appoints Sheryl L. Mitchell as Representative and Susan Stec as Alternate to SOCWA and authorize the City Clerk to notify SOCWA of same.

Adopted this 18th Day of May, 2020.	
	AA Lab Court AA
	Mykale Garrett, Mayor
	athrup Village, Michigan, do hereby certify that the above of the Lathrup Village City Council held on May 20, 2019.
	 Yvette Talley, Clerk

CITY OF LATHRUP VILLAGE

PROCLAMATION

DECLARING THE FIRST FRIDAY IN JUNE TO BE NATIONAL GUN VIOLENCE AWARENESS DAY

WHEREAS, every day, more than 1000 Americans are killed by gun violence and on average there are more than 13,000-gun homicides every year; and

WHEREAS, Americans are 25 times more likely to die by gun homicide than people in other high-income countries; and; and

WHEREAS, in Michigan has $\underline{1.187}$ -gun deaths every year, with a rate of 11.8 deaths per 100,000 people. Michigan has the 30^{th} highest rate of gun deaths in the US; and

WHEREAS, protecting public safety in the communities they serve is among a legislator's highest responsibilities; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people that shouldn't have them; and

WHEREAS, the pandemic facing America has drastically impacted communities and individuals sheltering in place which may result in situations where access to firearms results in increased risk in intimate partner violence gun deaths, suicide by gun and unintentional shootings.

WHEREAS, in January 2013, Hadiya Pendleton, a teenager who marched in the presidential inaugural parade and was tragically shot and killed just weeks later, should be now celebrating her 23rd birthday; and

WHEREAS, to help honor Hadiya and the more than 100 Americans whose lives are cut short every day and the countless survivors who are injured by shootings every day June 5, 2020 the first Friday in June, as the 6^{th} National Gun Violence Awareness Day; and

WHEREAS, by wearing orange June 5, 2020 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.

NOW, THEREFORE, BE IT RESOLVED the Lathrup Village City Council do hereby proclaim the first Friday in June, June 5,2020 to be National Gun Violence Awareness Day 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 18th day of May, 2020.

Mykale Garrett, Mayor

Bruce Kantor, Mayor Pro-Tem

Saleem Siddiqi
—————
Donna Stallings

Ian Ferguson