



CITY COUNCIL

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

REGULAR MEETING AGENDA

MONDAY, JUNE 18, 2018

Council Chambers
7:00 p.m.

AGENDA ITEMS

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

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

5. **Consent Agenda**
 - A. **Approval of Minutes** – May 21, 2018 Study Session
 - B. **Approval of Minutes** – May 21, 2018 Council Meeting
6. **Consider / Approval of Disbursement Reports**
 - A. Disbursement Report – Period Covered 05.01.2018-05.15.2018: \$53,115.97
 - B. Disbursement Report – Period Covered 05.16.2018-05.31.2018: \$371,507.45
7. **Consider / Acceptance of the Department Reports**
8. **Public Comment** – Items not on the agenda
 - A. **Legislative Update** – Rep. Jeremy Moss
9. **Public Hearings** - None

10. Action Requests:

- A. Approval – Award of Contract for 2018 Street Improvement Project
- B. Approval – Fiscal Year 2017/18 Budget Amendments
- C. Approval – Plante Moran Engagement Letter and Professional Services Agreement – Audit Services
- D. Approval – Zoning Ordinance Amendment – An Ordinance To Amend The City Of Lathrup Village Zoning Ordinance Article 2.0 Definitions To Add A Definition To Section 2.2 And To Amend Article 4.6 To Update The Standards For Wireless Communications Facilities
- E. Approval - Zoning Ordinance Amendment – An Ordinance To Amend The City Of Lathrup Village Zoning Ordinance Section 7.9.6 To Remove Provisions Relating To Zoning Amendments To Be Consistent With State Law
- F. First Reading of an Ordinance To Amend Chapter 50 - Peddlers, Solicitors And Canvassers
- G. First Reading of an Ordinance To Amend Chapter 78, Utilities, Amending Article Iv, Sewage Disposal Systems, Division 1, Generally, Sec. 78-328 (B), Grease Interceptors – Violations And Penalties.
- H. Appointment - Election Commission
- I. Appointment – Sheryl Mitchell as Alternate for SEMCOG General Assembly

11. City Administrator Report

- A. Update on Dumpster at Sunnybrook and Cambridge (Chuck Batchellor)

12. City Attorney Report

13. Reports of Boards, Commissions and Committees

- A. SEMCOG
- B. Southfield Public Schools
- C. Downtown Development Authority
- D. Planning Commission
- E. Historic Advisory Commission

14. Unfinished / New Business

15. Adjourn



CITY OF LATHRUP VILLAGE

CITY COUNCIL STUDY SESSION

MINUTES

MONDAY, MAY 21, 2018

MINUTES OF THE STUDY SESSION FOR THE CITY COUNCIL FOR THE CITY OF LATHRUP VILLAGE, MICHIGAN HELD ON MONDAY, MAY 21, 2018 AT 6:00 P.M, IN THE 2ND FLOOR CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN 48076.

Note: City Council met at 5:30 p.m. for dinner with the study session beginning at 6:00 p.m.

1. **Call to Order.** The Special Study Session was called to order at 6:01 p.m. by Mayor Garrett

PRESENT: Mayor Garrett
Mayor Pro Tem, Kantor
Council Members, Ferguson, and Stallings

ABSENT: Council Member Frank Brock (excused)

ALSO PRESENT: City Administrator Sheryl L. Mitchell
Treasurer – Asst. City Manager – Treasurer Pamela Bratschi
City Attorney Scott Baker

2. **Items for Discussion**

- A. **Fiscal Year 2018/19 Budget** – discussed the proposed revenues and expenditures and salary increase of three (3%).
- B. **May 21, 2018 Agenda Items** – discussed items on the agenda.

3. **Discussion Items from Mayor and Council** – Mayor Pro Tem Kantor expressed interest in the impact of legislative changes regarding lead service lines. Mayor Garrett mentioned Senate Bill 637.
4. **Public Comment** – none
5. **Adjourn.** No Other Business Having Come before them, The City Council adjourned the Study Session of Monday, May 21, 2018 at 6:55 p.m.

SUBMITTED BY:
Sheryl L. Mitchell, City Administrator

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE HELD ON MONDAY, MAY 21, 2018 IN THE CITY COUNCIL CHAMBERS IN THE MUNICIPAL BUILDING 27400 SOUTHFIELD ROAD, LATHRUP VILLAGE, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Mayor Garrett and Roll Call was taken.

Present: Mayor MyKale Garrett and Mayor Pro Tem Bruce Kantor

Council members Ian Ferguson, Donna Stallings

Excused: Council member Frank Brock

Also Present: City Administrator Sheryl L. Mitchell, City Attorney Scott Baker, Sgt. Michael Zang, Treasurer Pamela Bratschi and City Clerk Yvette Talley

MAYOR INVITED ALL PRESENT TO JOIN IN THE PLEDGE OF ALLEGIANCE

CONSENT AGENDA

CO-18-90 CALL TO ORDER AND ROLL CALL

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

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-91 APPROVAL OF AGENDA

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

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-92 Minutes of Regular meeting on March 19, 2018

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to approve the minutes of the Regular meeting minutes of March 19, 2018.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

CO-18-93 Minutes of the Study Session on April 16, 2018

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the minutes of the Study Session meeting of April 16, 2018.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-94 Minutes of Regular Meeting on April 16, 2018

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the minutes of the Regular meeting of April 16, 2018.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-95 Minutes of Special Study Session on May 7, 2018

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the minutes of the Special Study Session of May 7, 2018.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-96 Minutes of Budget Study Session on May 14, 2018

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the minutes of the Budget Study Session of May 14, 2018.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

CO-18-97 **PETITION**

A. Michael Fitch – Hearing Regarding Denial of Solicitors License

Scott Baker, City Attorney gave an overview and answered specific questions from City Council. The applicant checked no on the application that he had not been convicted of a felony or misdemeanor. The background check conducted by the Police Department identified that he in fact had a misdemeanor conviction in the city approximately 5 years ago. Based on the misrepresentation on the application, the recommendation was the permit be denied. Which it was and the City Clerk sent a certified letter on May 14 that the application had been denied. Accordance to his right to request a hearing under the Ordinance, he did submit a request 3 days later for a hearing before City Council.

City Council asked specific questions of the applicant.

Michael Fitch, applicant said he was under the understanding that he didn't have to check yes on the application because it was 5 years ago. He thought his record had been expunged. It was an honest mistake not to check the box. His goal is to open a small cleaning business called Tidy up and Sell.

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to resend the denial for the solicitor's license.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

Sheryl Mitchell, City Administrator said the Solicitors Ordinance is vague in areas and would like to work with the City Attorney to have more specific language drafted as to what the requirements are and what the process should be.

CO-18-98 **APPROVAL OF DISBURSEMENT REPORTS**

Motion by Mayor Pro Tem Kantor, seconded by Council member Stallings to approve the Disbursement Report of April 1, 2018 through April 15, 2018 totaling \$48,793.06 and the Disbursement Report of April 16, 2018 through April 30, 2018 totaling \$519,827.74.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-99 **CONSIDERATION OF A MOTION TO ACCEPT DEPARTMENTAL REPORTS**

Council member Stallings announced Grand Opening for Angeles Fashion on June 1st at 4:00 p.m.

Food Truck Friday will start on Friday, July 20th.

One of the most dangerous intersections is 11 mile Rd. /Southfield Rd.

Sgt. Michael Zang said revamping the intersection has brought the numbers down but the volume of traffic that goes through the intersection is in the top 10 of busiest intersections.

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

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-100 **PUBLIC COMMENTS**

Charles Batcheller, 17606 Sunnybrook said there is a rat problem at the dumpster near his home. Also, the dumpster enclosure around the dumpster is falling apart. This matter needs to be fixed!

Scott Baker said Jim Wright, Code Enforcement Officer is working with the property owner inspecting the buildings and providing a list of code violations. The City has identified many issues with the properties and brought them to the attention of the property owner. Working with the property owner to bring into compliance. If it's not done, they will have to seek orders to force the property owner to make improvements. If the property owner doesn't comply, the City will make the improvements and assess the cost to the property owner. Mayor Garrett asked for a follow up with the Code Enforcement Officer and this matter be placed at the top of the list. Also, a weekly follow-up as to what is going to be done.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

Marilyn Boladian, 17656 Roseland said April 14th it rained and cause a flood in her basement and several other of her neighbors. She said she believes the grease trap from Olga's is the cause. Something has to be done about this because homeowners have to take on the expense for repairs.

Sheryl Mitchell said the line was inspected and determined the building (where Olga's is located) is the source of the problem. Can't say it's a specific business because the line is shared by the other businesses. The code enforcer is issuing citations to the property owner and the manager of the building. A meeting is scheduled for June 1st with the City Administrator, Code Enforcer, City Attorney, property owner and building manager.

Council member Ferguson said there should be an amendment to the grease receptor ordinance to increase fees.

Sgt. Michael Zang introduced Amanda Carmack as a full time police officer and Jeremy Huston is from Northville Twp. Police Department as a part-time police officer.

CO-18-101 PUBLIC HEARINGS

Mayor Garrett opened the public hearing regarding Fiscal Year 2018/2019 Budget at 7:40 p.m.

There were no comments.

Mayor Garret closed the public hearing at 7:43 p.m.

CO-18-102 ACTION REQUESTS

A. Consideration to Approve the 2018/19 Street Projects

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

Motion by Council member Stallings, seconded by Council member Ferguson to adopt the Resolution affirming the Fiscal Year 2018/19 Street Projects.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

B. Consideration to Approve the FY 2018/2019 Budget

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

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to Adopt the Annual Fiscal Year Resolutions for the 2018/2019 fiscal year as prepared and submitted by the City Administrator.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

C. Consideration of a Motion to Approve Sheryl L. Mitchell as Street Administrator

Sheryl L. Mitchell, City Administrator gave an overview and answered specific questions from City Council.

Motion by Council member Stallings, seconded by Council member Ferguson to designate Sheryl L. Mitchell as the Street Administrator for the City of Lathrup Village.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

D. Consideration of a Motion to Adopt a Bid for Salt for 2 Years with Option for 3 Additional 1 Year Extensions

Sheryl L. Mitchell, City Administrator gave an overview and answered specific questions.

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to approve the bid for Salt for 2 years with Option for 3 Additional 1 year extensions.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

E. Consideration to Appoint two Members to the Planning Commission

Motion by Council member Stallings, seconded by Council member Ferguson to appoint Charo Hulleza and Jason Hammond to the Planning Commission for the terms ending May 21, 2021.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

F. Consideration of a Motion for Appointments to the Southeastern Oakland County Water Authority (SOCWA)

Sheryl L. Mitchell, City Administrator gave an overview and answered specific questions from City Council.

Motion by Council member Stallings, seconded by Council member Ferguson to Appoint Sheryl L. Mitchell, Representative and Ken Marten as Alternate to SOCWA and authorize the City Clerk to notify SOCWA of the same.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

G. Consideration of a Motion to make Appointments to SOCRRA

Sheryl L. Mitchell, City Administrator gave an overview and answered specific questions from City Council.

Motion by Council member Ferguson, seconded by Mayor Pro Tem Kantor to Appoint Sheryl L. Mitchell Representative and Ken Marten as Alternate to SOCRRA and authorize the City Clerk to notify SOCRRA of the same.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

- H. Consideration of a Motion to Adopt A Resolution in Support of the Reinstatement of State Historic Tax Credits – Senate Bill 469 and House Bill 5178.

Motion by Council member Stallings, seconded by Council member Ferguson to adopt a Resolution in Support of the Reinstatement of State Historic Tax Credits – Senate Bill 469 and House Bill 5178.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

- I. Consideration of a Resolution to Approve the Cost Participation Agreement for the 2018 Oakland County Local Road Improvement Matching Fund Pilot Program

Motion by Mayor Pro Tem Kantor, seconded by Council member Ferguson to approve the Cost Participation Agreement for the 2018 Oakland County Local Road Improvement Matching Fund Pilot Program.

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CO-18-103 REPORT OF THE CITY ADMINISTRATOR

Sheryl L. Mitchell - Welcomed Amanda Carmack (full-time) and Jeremy Huston (part-time) to the Police Department.

Daniel Zuchowski – has taken a position with the Detroit Police Department.

Will move forward with contracting with Oakland County Water Resource for operation and maintenance of the sanitary retention tank.

May 28, 2018 – Memorial Day – City offices will be closed.

Oakland County Health Network awarded the Police Department with a certificate of appreciation.

Officer Becker is being recognized by the Southfield/Lathrup Optimist Club.

Attended a meeting of the Oakland County Managers Association.

Attended Southfield Public Library Association celebration along with Commissioner Nancy Quarles.

Plans are underway for the 65th Anniversary of Lathrup Village. Volunteers are welcome.

Sinking fund millage passed on May 8, 2018.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

June DDA Meeting will discuss their strategic planning.

Farmer's Market kicked off with a great success with lots of good food. Farmer's will be here mid-June.

Looking forward to the new BBQ restaurant that will be opening across the street from City Hall.

Southfield corridor clean-up will be June 3rd.

Hortulus pop-up garden is outstanding, please stop by.

Tim Miller of State Farm had their Grand Opening.

Angeles Fashion will have their Grand Opening June 1st at 4 pm.

Memorial service for Betty Stone will be Friday, May 25th at 2pm in the Community Room.

CO-18-104 REPORT OF CITY ATTORNEY

Scott Baker said Jet Dhaliwal lawsuit has been dismissed.

CO-18-105 REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES

Mayor Pro Tem Kantor said the Planning Commission is doing a Zoning Ordinance health check-up. Reviewing ordinances to make the necessary changes.

- Wireless communications

-Referendum

Ian Ferguson will be the liaison between the City of Lathrup Village and Southfield/Lathrup Schools

Yvette Talley, City Clerk thanked all precinct workers for their hard work during the Special Election on May 8, 2018.

Council member Ferguson said he would like to meet with the Parks and Recreation Committee 3rd week of June.

CO-18-106 UNFINISHED/NEW BUSINESS

None

CO-18-107 ADJOURNMENT

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

Yes: Ferguson, Garrett, Kantor, Stallings

No: None

Motion carried.

CITY OF LATHRUP VILLAGE CITY COUNCIL MEETING MINUTES MAY 21, 2018

This meeting was adjourned at 8:26 p.m.

Transcribed by Yvette Talley

Mykale Garrett, Mayor

Transcribed by Yvette Talley

City Clerk

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 5/1/2018-5/15/2018

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$16,593.21	Bratschi, Carlton, Marten, Mitchell Schultz,Talley, Zuchowski
DDA	\$0.00	
Bldg Mnt		
Police	\$33,918.59	Becker, Button, Carmack, Imber, Knoll Lask, Lawrence, Loudon, McKee, Roberts, Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$937.50	Carlton
Recreation	\$1,666.67	Tamsen

Total Gross \$53,115.97

Deductions \$18,017.51

Net Payroll \$35,098.46

*** Fund Totals Include Gross Payroll**

General Fund	\$52,178.47
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$0.00
Water & Sewer Fund	\$937.50

Total	\$53,115.97
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CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 5/16/2018-5/31/2018

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$15,342.89	Bratschi, Carlton, Marten, Mitchell Schultz,Talley
DDA	\$0.00	
Bldg Mnt		
Police	\$34,442.80	Becker, Button, Carmack, Imber, Knoll Lask,Lawrence, Louden,McKee,Roberts, Tompkins Upshaw, Zang
DPS	\$0.00	
Water	\$937.50	Carlton
Recreation	\$1,666.67	Tamsen

Total Gross \$52,389.86

Deductions \$17,420.40

Net Payroll \$34,969.46

*** Fund Totals Include Gross Payroll**

General Fund	\$196,275.51
Major Road Fund	\$7,136.16
Local Road Fund	\$10,826.52
Capital Acquisition Fund	\$15,083.89
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$3,141.08
Water & Sewer Fund	\$139,044.29
Total	\$371,507.45

06/14/2018 11:27 AM
User: PAM
DB: Lathrup

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
POST DATES 05/01/2018 - 05/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. GF	INSURANCE	56.34	41187
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	41.22	41207
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	STENGER & STENGER, P.C.	PAYMENT ORDER	361.08	41254
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	AUTUMN HAYES	COMMUNITY ROOM DEPOSIT AND ROOM RENTAL	300.00	41126
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	DIONA ELLINGTON	COMMUNITY ROOM DEPOSIT	300.00	41150
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JASMINE GRAY	COMMUNITY ROOM DEPOSIT	300.00	41165
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JOYCE POOLE	COMMUNITY ROOM DEPOSIT AND ROOM FEE, FC	300.00	41168
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	BLANCHIE DEGRATE	COMMUNITY ROOM DEPOSIT	210.00	41130
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CYNTHIA KIRKLAND	COMMUNITY ROOM DEPOSIT	300.00	41147
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JOE ECHOLS	COMMUNITY ROOM DEPOSIT	300.00	41167
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	DAVONA ABNEY	CHANGED VENUE OF THEIR PARY, DEPOSIT RE	300.00	41148
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	BEATRICE TAYLOR	COMMUNITY ROOM DEPOSIT	300.00	41212
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JILLIAN KELLEY	COMMUNITY ROOM DEPOSIT	300.00	41232
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	MARIA MANNARINO-THOMPSON	COMMUNITY ROOM DEPOSIT	300.00	41238
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JOAN RENFROE	COMMUNITY ROOM DEPOSIT	300.00	41233
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	MILDRED GRIER	COMMUNITY ROOM DEPOSIT	300.00	41244
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	UNION DUES	65.16	41143
101-000.000-246.000	POLICE UNION DUES	POLICE OFFICERS ASSOC.	UNION DUES	391.04	41188
101-000.000-283.000	PERFORMANCE BONDS	Global Signs and Awning Ir	BD Bond Refund	150.00	41157
101-000.000-283.000	PERFORMANCE BONDS	Air Master Heating & Cooli	BD Bond Refund	10.00	41208
101-000.000-283.000	PERFORMANCE BONDS	Father & Son Construction	BD Bond Refund	150.00	41223
101-000.000-283.000	PERFORMANCE BONDS	Home Depot U.S.A. Inc.	BD Bond Refund	150.00	41226
101-000.000-283.000	PERFORMANCE BONDS	Miles Bradley Building & F	BD Bond Refund	150.00	41245
101-000.000-283.000	PERFORMANCE BONDS	Mr. Roof	BD Bond Refund	150.00	41246
101-000.000-283.000	PERFORMANCE BONDS	SAS Services Inc.	BD Bond Refund	150.00	41250
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	2,130.89	41163
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP	2,969.43	41229
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	AUTUMN HAYES	COMMUNITY ROOM DEPOSIT AND ROOM RENTAL	375.00	41126
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	JOYCE POOLE	COMMUNITY ROOM DEPOSIT AND ROOM FEE, FC	500.00	41168
Total For Dept 000.000				11,610.16	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-712.000	WORKER'S COMP INSURANCE	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION FUND	6,672.99	41242
101-100.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	42.39	41120
101-100.000-726.000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	201.81	41184
101-100.000-726.000	OFFICE SUPPLIES	PRINTING SYSTEMS, INC.	CHECKS FOR ACCOUNTS PAYABLE	230.78	41189
101-100.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	250.62	41216
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING INSPECTIONS, AND CODE ENFORCECM	4,149.25	41176
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	PLUMBING, MECHANICAL AND ELECTRICAL INS	1,148.55	41176
101-100.000-804.000	BUILDING TRADE INSPECTION	GIFFELS-WEBSTER ENG INC	CMS ROW PERMIT REVIEWS FOR VARIOUS ADDF	290.00	41156
101-100.000-804.000	BUILDING TRADE INSPECTION	GIFFELS-WEBSTER ENG INC	ATT ROW PERMIT REVIEWS FOR VARIOUS ADDF	145.00	41156
101-100.000-805.000	CABLE TELEVISION	CMN TV	COUNCIL STUDY CONFERENCE, SCALA, PROMOT	1,665.40	41141
101-100.000-805.000	CABLE TELEVISION	CMN TV	COUNCIL MEETING	400.00	41141
101-100.000-805.000	CABLE TELEVISION	CMN TV	SHURE WIRELESS, TELEPHONE EXTENSION COF	412.00	41141
101-100.000-805.000	CABLE TELEVISION	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	799.00	41216
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	785.00	41139
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SER\	LINEN CLEANING	24.52	41140
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SER\	LINEN CLEANING	6.48	41140
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SER\	LINEN CLEANING	67.02	41140
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM EVENTS	1,165.00	41218
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	1,549.99	41120
101-100.000-848.000	GOVERNMENT OPERATIONS	ADP, LLC	ADP PREMIUM PLAN	450.00	41121

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
 POST DATES 05/01/2018 - 05/31/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-848.000	GOVERNMENT OPERATIONS	APT US&C	2018 APT US&C 53RD ANNUAL CONFERENCE FC	790.00	41122
101-100.000-848.000	GOVERNMENT OPERATIONS	GORDON FOOD SERVICE	TOWN HALL MEETING SNACKS	40.39	41158
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN ASSOC. OF PLANNING	REGIONAL WORKSHOP PLANNING AND ZONING E	100.00	41178
101-100.000-848.000	GOVERNMENT OPERATIONS	SHERYL MITCHELL	OAKLAND COUNTY CITY MANAGER ASSOCIATION	20.00	41195
101-100.000-848.000	GOVERNMENT OPERATIONS	ZIP ETC.INC.	BUSINESS CARDS FOR IAN FERGUSON AND SHE	206.00	41205
101-100.000-848.000	GOVERNMENT OPERATIONS	OAKLAND COUNTY TREASURERS	OCTA SUMMER MEETING FOR PAM AND ARRON	80.00	41183
101-100.000-848.000	GOVERNMENT OPERATIONS	ZIP ETC.INC.	BUSINESS CARDS FOR MOLLY TAMSEN, AND IF	206.00	41205
101-100.000-848.000	GOVERNMENT OPERATIONS	CAPITAL ONE COMMERCIAL	MEMBERSHIP FEE	120.00	41135
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN ASSOC. OF PLANNING	MEMBERSHIP DUES	650.00	41178
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN ASSOC. OF PLANNING	REGIONAL WORKSHOP PLANNING AND ZONING E	100.00	41239
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN MUNICIPAL EXECUTIVE	MEMBERSHIP	130.00	41240
101-100.000-848.000	GOVERNMENT OPERATIONS	ASCAP	LICENSE FEES	350.92	41210
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN MUNICIPAL LEAGUE	EXECUTIVE SEARCH FEES	4,750.00	41241
101-100.000-848.000	GOVERNMENT OPERATIONS	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	187.95	41247
101-100.000-848.000	GOVERNMENT OPERATIONS	KEN MARTEN	MILEAGE REIMBURSEMENT	221.99	41235
101-100.000-848.000	GOVERNMENT OPERATIONS	ULINE	BROWN CARPET MATS	389.94	41256
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	668.33	41216
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	INTERNET AND CABLE SERVICE FOR CITY HAI	173.78	41142
101-100.000-850.000	TELEPHONE EXPENDITURES	PAETEC	PHONE BILL FOR CITY OFFICES (TWO MONTHS	1,294.02	41185
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONES	123.73	41259
101-100.000-850.000	TELEPHONE EXPENDITURES	BSB COMMUNICATIONS, INC.	DELETE AND RECREATE EXTENSIONS	62.50	41260
101-100.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SYS	FUEL FOR CITY VEHICLES	36.49	41201
101-100.000-860.000	VEHICLE EXPENSE	SHERYL MITCHELL	VEHICLE ALLOWANCE	350.00	41251
101-100.000-880.000	CDBG EXPENDITURES	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	271.20	41120
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING SERVICES	2,895.00	41156
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	ADVERTISEMENT	160.00	41132
101-100.000-900.000	PRINTING/PUBLICATION COSTS	DIGITALFIRST MEDIA	ADVERTISEMENT	529.69	41221
101-100.000-901.000	POSTAGE FEES	JORDAN EWERT PHOTOGRAPHY	DESIGN LAYOUT FOR SPRING/SUMMER NEWSLET	122.50	41234
101-100.000-901.000	POSTAGE FEES	POSTMASTER	POSTAGE FOR NEWSLETTER	600.00	41262
101-100.000-955.001	19600 FOREST DRIVE-EXPENDITURES	LATHRUP VILLAGE CHILDRENS	DONATION	1,500.00	41172
Total For Dept 100.000 GOVERNMENT SERVICES				37,586.23	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	PROVIDENCE OCCUPATIONAL HE	PHYSICAL EXAM AND DRUG SCREEN FOR SHERY	62.00	41191
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	202.67	41202
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	4,756.74	41214
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	INSURANCE	208.09	41253
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	168.09	41258
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL SERVICES PROVIDED FOR THE CITY	910.00	41128
101-101.000-718.000	ELECTIONS	WILLIE WESLEY	INSTRUCTION FOR E-POLL BOOK CLASS	200.00	41203
101-101.000-718.000	ELECTIONS	ARTHUR RUSHING	ELECTION PAYROLL	120.00	41123
101-101.000-718.000	ELECTIONS	AUDREY ELIZABETH GROSMAN	ELECTION PAYROLL	140.00	41125
101-101.000-718.000	ELECTIONS	FRANCES D. SCHOTT-BAER	ELECTION PAYROLL	47.50	41153
101-101.000-718.000	ELECTIONS	GABRIELLE MURPHY	ELECTION PAYROLL	100.00	41154
101-101.000-718.000	ELECTIONS	LOTTIE MCCRAY	ELECTION PAYROLL	110.00	41174
101-101.000-718.000	ELECTIONS	LYNN M. LEE	ELECTION PAYROLL	125.00	41175
101-101.000-718.000	ELECTIONS	MYRA ALLEN	ELECTION PAYROLL	150.00	41181
101-101.000-718.000	ELECTIONS	PHILIP H. BERNIS	ELECTION PAYROLL	42.50	41186
101-101.000-718.000	ELECTIONS	REGINA COBB	ELECTION PAYROLL	100.00	41194
101-101.000-718.000	ELECTIONS	TAMAR RICHARDSON	ELECTION PAYROLL	110.00	41198
101-101.000-718.000	ELECTIONS	TINA DAVIS	ELECTION PAYROLL	125.00	41200
101-101.000-718.000	ELECTIONS	WILMA PATRICK	ELECTION PAYROLL	110.00	41204

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Dept 101.000 ADMINISTRATION					
101-101.000-718.000	ELECTIONS	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	291.40	41216
101-101.000-722.000	LEGAL SERVICES	KELLER THOMA	GENERAL LEGAL MATTERS	175.00	41169
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES PROVIDED FOR THE CITY	3,600.00	41128
Total For Dept 101.000 ADMINISTRATION				11,853.99	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	41180
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HAI	527.15	41139
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CLEANING SERVICES PROVIDED FOR CITY HAI	527.15	41218
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	41243
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILL FOR CITY BUILDINGS	832.16	41144
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	297.64	41138
101-201.000-920.000	UTILITIES	DTE ENERGY	ELECTRIC BILLS FOR CITY BUIDINGS	1,828.42	41152
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	213.20	41261
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	REPLACEMENT OF DOOR HEELS FOR THE DOOR	1,648.00	41149
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	DETROIT ELEVATOR COMPANY	ROUTINE MAINTENANCE, MAY 2018	199.00	41149
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NELSON BROTHERS	INSTALLED SLOAN VALVE FOR MENS TOILET	630.00	41182
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES, AND BUILDING MAINTAN	238.64	41159
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	FIRE EXTINGUISHER SALES & S	SEMI- ANNUAL INSPECTION AND TAGGING	103.10	41225
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	664.06	41247
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	BUILDING SUPPLIES	187.95	41247
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	TRAIL SUPPLY LLC/AMER-I-CI	FOAMING HAND SOAP	162.04	41255
101-201.000-938.000	PARKING LOT & GROUNDS	J.C. EHRLICH CO.INC	PEST CONTROL	85.00	41230
Total For Dept 201.000 BUILDING & GROUNDS				9,443.01	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	35.83	41202
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	350.53	41202
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	386.54	41214
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	10,400.97	41215
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	285.50	41253
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	35.83	41258
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	294.81	41258
101-301.000-712.000	WORKER'S COMP INSURANCE	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION FUND	14,500.00	41242
101-301.000-726.000	OFFICE SUPPLIES	BATTERIES PLUS	BATTERIES FOR POLICE DEPARTMENT	102.16	41211
101-301.000-728.000	EVIDENCE SUPPLIES	LIFELOC TECHNOLOGIES	BREATHILIZERS	400.00	41237
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	RAKAMAN UPSHAW	MILEAGE REIMBURSEMENT	115.54	41193
101-301.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	60.00	41120
101-301.000-803.000	MEMBERSHIPS & MEETINGS	LEXIS NEXIS	APRIL MINIMUM COMMITMENT	50.00	41173
101-301.000-821.000	POLICE RESERVES	ALPHA PSYCHOLOGICAL SERVICE	PSYCHOLOGICAL ASSESSMENT AND EVALUATION	695.00	41209
101-301.000-822.000	TRAINING	L.E.O.R.T.C	RESIDENTIAL CRIME PREVENTION FOR OFFICE	65.00	41170
101-301.000-822.000	TRAINING	MICHIGAN POLICE TRAINING	OOS CLASS FOR OFFICER BECKER	295.00	41179
101-301.000-822.000	TRAINING	PUBLIC AGENCY TRAINING CO	SEMINAR INFORMATION OFFICER INVOLVED S	325.00	41192
101-301.000-822.000	TRAINING	MICHAEL ZANG	CONFERENCE REIMBURSEMENT	159.53	41177
101-301.000-822.000	TRAINING	THERESA KNOLL	MILEAGE REIMBURSEMENT	107.91	41199
101-301.000-822.000	TRAINING	LEAGUE OF MICHIGAN BICYCL	COMMUNITY BICYCLE SAFETY FOR LAW ENFORC	15.00	41236
101-301.000-822.000	TRAINING	POLICEONE.COM	TASER CEW INSTRUCTOR RE-CERTIFICATION	225.00	41248
101-301.000-822.000	TRAINING	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	292.79	41216
101-301.000-823.000	FIREARMS TRAINING	AXON ENTERPRISE, INC	SPARE CARTRIDGE BATTERY PACK, 25' HYBRI	864.00	41127
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	THERESA KNOLL	MILEAGE REIMBURSEMENT AND LUNCH	221.83	41199
101-301.000-829.000	POLICE UNIFORMS & CLEANING	PRIORITY ONE EMERGENCY, IN	UNIFORMS	439.96	41190
101-301.000-829.000	POLICE UNIFORMS & CLEANING	CHARLES BECKER	BOOT REIMBURSEMENT	81.40	41136
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	CELL TOWER FOR DISPATCH	50.93	41124

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Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-850.000	TELEPHONE EXPENDITURES	PAETEC	PHONE BILL FOR CITY OFFICES (TWO MONTHS	781.49	41185
101-301.000-850.000	TELEPHONE EXPENDITURES	MICHAEL ZANG	CELL PHONE REIMBURSEMENT	50.00	41177
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELL PHONES	123.72	41259
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	83.96	41120
101-301.000-860.000	VEHICLE EXPENSE	BMW MOTORCYCLES OF SOUTHEAST	OIL CHANGE, AND ROUTINE MAINTENANCE FOR	777.69	41131
101-301.000-860.000	VEHICLE EXPENSE	CYNERGY WIRELESS PRODUCTS,	BROKEN UHF ANTENNA ROD REPLACED	100.00	41146
101-301.000-860.000	VEHICLE EXPENSE	CYNERGY WIRELESS PRODUCTS,	REPAIR CIRCUIT BREAKER ON POLICE TAHOE	52.04	41146
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SYSTEM	FUEL FOR CITY VEHICLES	1,769.78	41201
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	CAR WASHES FOR POLICE CARS	21.00	41166
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	INTERIOR CLEANING FOR POLICE VEHICLES	83.96	41166
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTER	OIL CHANGE ON 2018 IMPALA	49.97	41129
101-301.000-860.000	VEHICLE EXPENSE	CYNERGY WIRELESS PRODUCTS,	REPLACED HOUSING ON SPOT LIGHT	179.00	41146
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTER	OIL CHANGE ON 2013 CHEVROLET TAHOE	31.97	41213
101-301.000-860.000	VEHICLE EXPENSE	UPPER LEVEL GRAPHICS	DIGITALLY PRINTED SHIELDS	50.00	41257
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	83.96	41216
Total For Dept 301.000 PUBLIC SAFETY				35,094.60	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILL FOR CITY BUILDINGS	465.06	41144
101-401.000-920.000	UTILITIES	PAETEC	PHONE BILL FOR CITY OFFICES (TWO MONTHS	264.18	41185
101-401.000-920.000	UTILITIES	US BANK VOYAGER FLEET SYSTEM	FUEL FOR CITY VEHICLES	443.22	41201
101-401.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE, WATER	BILLS FOR CITY BUILDINGS	52.42	41138
101-401.000-920.000	UTILITIES	DTE ENERGY	ELECTRIC BILLS FOR CITY BUILDINGS	103.77	41152
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	ENERGY BILLS	159.55	41261
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	8,530.55	41171
Total For Dept 401.000 PUBLIC SERVICE				10,018.75	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	EAGLE LANDSCAPING & SUPPLY	NEW SALT BIN FOR THE DPS YARD, AND HAUL	600.00	41222
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL CHARGES	275.50	41252
Total For Dept 501.000 LEAF COLLECTION				875.50	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE, RECYCLABLES AND YARD WASTE COLI	13,999.00	41196
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE, RECYCLABLES AND YARD WASTE COLI	12,351.00	41252
Total For Dept 502.000				26,350.00	
Dept 601.000 RECREATION					
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	PROVIDENCE OCCUPATIONAL HEALTH	PHYSICAL EXAM AND DRUG SCREEN FOR MOLLY	62.00	41191
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	25.00	41202
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	595.40	41214
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	44.28	41253
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	25.00	41258
101-601.000-712.000	WORKER'S COMP INSURANCE	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION FUND	970.01	41242
101-601.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	29.99	41120
101-601.000-812.000	COMMUNITY EVENTS	CARDMEMBER SERVICE	COMMUNITY EVENTS, GOVERNMENT OPERATIONS	239.23	41120
Total For Dept 601.000 RECREATION				1,990.91	
Total For Fund 101 GENERAL FUND				144,823.15	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	67.75	41214

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Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	INSURANCE	5.54	41253
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	85.68	41134
202-702.000-864.000	TRAFFIC CONTROLS	DTE ENERGY	STREET LIGHTS	2,004.53	41151
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	92.80	41164
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	278.25	41164
202-702.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL, ADDITIONAL EQUIPMENT BOXE	197.50	41231
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	4,404.11	41171
Total For Dept 702.000				7,136.16	
Total For Fund 202 MAJOR ROAD FUND				7,136.16	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	67.75	41214
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	INSURANCE	5.54	41253
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ROAD PATCH	85.67	41134
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	92.70	41164
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE TRIMMING	278.25	41164
203-703.000-870.000	FORESTRY	J.H. HART URBAN FORESTRY	TREE REMOVAL, ADDITIONAL EQUIPMENT BOXE	197.50	41231
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	4,404.11	41171
203-703.000-970.000	CAPITAL EXPENDITURE	EAGLE LANDSCAPING & SUPPL\	NEW SALT BIN FOR THE DPS YARD, AND HAU	5,695.00	41222
Total For Dept 703.000				10,826.52	
Total For Fund 203 LOCAL ROAD FUND				10,826.52	
Fund 258 CAPITAL ACQUISITION FUND					
Dept 000.000					
258-000.000-970.000	CAPITAL EXPENDITURE	C.M.P.DISTRIBUTORS	14 GLOCKS 9MM	4,666.00	41133
258-000.000-970.000	CAPITAL EXPENDITURE	HURON VALLEY GUNS	10 GUN HOLSTERS FOR POLICE DEPARTMENT	940.89	41161
258-000.000-970.000	CAPITAL EXPENDITURE	PREMIER BUSINESS PRODUCTS	NEW COPIER FOR ADMINISTRATION	4,822.00	41249
258-000.000-970.000	CAPITAL EXPENDITURE	VICTORY CUSTOM TRAILERS	TRAILER FOR LAWN MOWER AND EQUIPMENT	4,655.00	41206
Total For Dept 000.000				15,083.89	
Total For Fund 258 CAPITAL ACQUISITION FUND				15,083.89	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	44.13	41202
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	1,053.30	41214
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	INSURANCE	35.24	41253
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	44.13	41258
494-000.000-844.000	MAIN STREET PROGRAM	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	32.64	41216
494-000.000-845.000	STREETSCAPING	HORTULUS GARDENS	SPRING CLEANUP AT THE GATEWAYS	135.00	41160
494-000.000-845.000	STREETSCAPING	HORTULUS GARDENS	SPRING CLEANUP NORTH GATEWAY	315.00	41227
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING SERVICES	1,275.00	41156
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	8.33	41202
494-000.000-887.000	FARMERS MARKET	CARDMEMBER SERVICE	GOVERNMENT OPERATIONS, OFFICE SUPPLIES,	189.98	41216
494-000.000-887.000	FARMERS MARKET	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	8.33	41258
Total For Dept 000.000				3,141.08	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				3,141.08	
Fund 592 WATER & SEWER FUND					

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Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	14.63	41202
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	5,432.05	41214
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	12.87	41253
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	14.63	41258
592-536.000-902.000	BILLING SERVICES	POSTMASTER	POSTAGE FOR WATER BILLS	600.00	2426
592-536.000-902.000	BILLING SERVICES	CHARLES GREENING	OVER PAYMENT ON A INCH AND HALF WATER M	1,419.81	41137
592-536.000-902.000	BILLING SERVICES	GERALDINE COMPTON	ACH REIMBURSEMENT, ACH WAS NOT DEACTIV	139.12	41155
592-536.000-902.000	BILLING SERVICES	POSTMASTER	POSTAGE FOR WATER BILLS	600.00	2429
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	4,948.83	41171
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	MAINBREAK, INSTALLED NEW HYDRANT, REPL	3,910.00	41197
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS	WATER MAIN SUPPLIES	44.16	41224
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER CHARGES FOR APRIL 2018	29,878.38	2428
592-536.000-974.000	WATER MAIN PROJECT	CORE&MAIN	WATER MAIN SUPPLIES	2,041.23	41145
Total For Dept 536.000 WATER DEPARTMENT				49,055.71	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	14.63	41202
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	171.74	41214
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	INSURANCE	12.86	41253
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINT TRANSFER	HEALTH SAVINGS PLAN	14.63	41258
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES PROVIDED	4,948.83	41171
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE ENERGY	ELECTRIC BILLS FOR CITY BUIDINGS	14.43	41152
592-537.000-939.000	SEWER SYTEM MAINTENANCE	LATHRUP SERVICES, LLC	OVERTIME FOR RETENTION TANK, AND EARTH	1,204.92	41171
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL FOR THE MONTH ENDING A	76,368.58	2427
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	ELECTRIC BILLS FOR CITY BUIDINGS	1,524.94	41152
592-537.000-946.000	RETENTION TANK UTIL-WATER	CITY OF LATHRUP VILLAGE, V	WATER BILLS FOR CITY BUILDINGS	68.05	41138
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	ENERGY BILL FOR CITY BUILDINGS	15.12	41144
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	ENERGY BILLS	15.12	41261
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	PAETEC	PHONE BILL FOR CITY OFFICES (TWO MONTHS	291.12	41185
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	CUMMINS BRIDGEWAY LLC	MAINTANANCE RENEWAL	1,022.56	41219
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	OAKLAND COUNTY TREASURER	SEWAGE CHARGES FOR MONTH ENDING MARCH 3	2,246.44	2427
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM	525.00	41162
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HUBBELL, ROTH & CLARK, INC	STORM WATER PHASE II	151.02	41228
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HUBBELL, ROTH & CLARK, INC	STORM WATER PERMITTING ANNUAL PROGRESS	441.09	41228
Total For Dept 537.000 SEWER DEPARTMENT				89,051.08	
Total For Fund 592 WATER & SEWER FUND				138,106.79	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
<hr/>					
Fund Totals:					
Fund 101 GENERAL FUND				144,823.15	
Fund 202 MAJOR ROAD FUNI				7,136.16	
Fund 203 LOCAL ROAD FUNI				10,826.52	
Fund 258 CAPITAL ACQUISI				15,083.89	
Fund 494 DOWNTOWN DEVELC				3,141.08	
Fund 592 WATER & SEWER I				138,106.79	
Total For All Funds:				<hr/> 319,117.59	



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SCOTT R. BAKER
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

May 11, 2018

Via Email

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

Yvette Talley, City Clerk
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Re: Legal Department Billing for April 1 through April 30, 2018

Dear Ms. Bratschi and Ms. Talley:

The following is our law firm's billing to the City of Lathrup Village for the month of April, 2018:

1. General Retainer	\$1,650.00
2. Special Legal Services	\$1,950.00
3. Downtown Development Authority	\$0
4. Project Reimbursement	\$0
5. Prosecution/Code Enforcement	<u>\$ 910.00</u>

\$4,510.00

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker
Lathrup Village Attorney

SRB/sds
Enclosures

IBE
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05-11-2018

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

Invoice Number: 711
Invoice Period: 04-01-2018 - 04-30-2018

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
04-02-2018	SRB	Preparation for and attendance at Study Session and Special Meeting of City Council.	4.000	No Charge
04-05-2018	SRB	Telephone conference with City Administrator re: Town Hall Meeting.	0.250	No Charge
04-11-2018	SRB	Telephone conference with City Administrator.	0.250	No Charge
04-12-2018	SRB	Telephone conference with Chief McKee re: Town Hall Meeting.	0.250	No Charge
04-16-2018	SRB	Preparation for and attendance at Study Session and Regular Meeting of City Council.	4.000	No Charge
04-25-2018	SRB	Telephone calls with Police Department re: FOIA request.	0.250	No Charge
04-30-2018	SRB	Services rendered.		1,650.00
			Total Fees	1,650.00

Time Summary

Professional	Hours	Amount
SRB	9.000	1,650.00
		Total Fees
		1,650.00
		Total for this Invoice
		1,650.00



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05-11-2018

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

Invoice Number: 712

Invoice Period: 04-01-2018 - 04-30-2018

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
04-02-2018	SRB	Receipt and review of emails from Court Clerk, preparation of Motion/Order of Nolle Prosequi, forward to Court Clerk re: 18LV00625.	0.250	32.50
04-02-2018	SRB	Telephone conference with Sgt. Zang re: Rabbat.	0.250	32.50
04-03-2018	SRB	Review correspondence from Court Clerk; receipt of true copies of Order; forward copy of Order to Sergeant at Lathrup Village Police Department re: 18LV00625.	0.250	32.50
04-04-2018	SRB	Receipt of preliminary docket for 4/11 for Judge Arvant; review files.	0.250	32.50
04-09-2018	SRB	Receipt of final prosecution docket for 4/11 before Judge Arvant, review docket and files.	0.250	32.50
04-11-2018	SRB	Notice of Court appearance to Officer A. Carmack for formal hearing re: 18LV00591A.	0.250	32.50
04-11-2018	SRB	Appearance in 46th District Court for pre-trials and formal hearings.	3.000	390.00
04-12-2018	SRB	Notice of required Court appearance to Officer C. Becker for formal hearing re: 18LV00565A.	0.250	32.50
04-16-2018	SRB	Notice of required Court appearance to Officer T. Lawrence re: 18LV00574A.	0.250	32.50
04-17-2018	SRB	Phone call from attorney re: 16LV00977B.	0.250	32.50
04-19-2018	SRB	Notice of required Court appearance to Officer R. Upshaw for formal hearing re: 18LV00650A.	0.250	32.50
04-23-2018	SRB	Notice of required Court appearance to Officer K. Loudon for formal hearing re: 18LV00663A.	0.250	32.50
04-26-2018	SRB	Notice of required Court appearance to Officer C. Becker for formal hearing re: 18LV00677A.	0.250	32.50
04-26-2018	SRB	Email correspondence to Sgt. M. Zang concerning required Court appearance re: 18LV00664A.	0.250	32.50
04-26-2018	SRB	Notice of required Court appearances to J. Wright re: 18L0001539; 18L0001540, 18L0001543.	0.250	32.50

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

Page 1 of 2

Date	Professional	Description	Hours	Amount
04-30-2018	SRB	Email correspondence with Sgt. Zang re: 18LV00664A.	0.250	32.50
04-30-2018	SRB	Receipt of prosecution dockets for July and August 2018 from 46th District Court; review and draft email correspondence to Chief McKee re: same.	0.250	32.50
			Total Fees	910.00

Time Summary

Professional	Hours	Amount
SRB	7.000	910.00
		Total Fees
		910.00
		Total for this Invoice
		910.00



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05-11-2018

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

Invoice Number: 713

Invoice Period: 04-01-2018 - 04-30-2018

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
04-02-2018	SRB	Receipt and review correspondence from Ken Marten; response to same.	0.250	32.50
04-02-2018	SRB	Review correspondence from City Clerk; response to same.	0.250	32.50
04-03-2018	SRB	Receipt and review of correspondence from City Clerk; response to same.	0.250	32.50
04-03-2018	SRB	Receipt and review correspondence from City Administrator re: medical marijuana.	0.250	32.50
04-03-2018	SRB	Receipt and review correspondence from Ken Marten re: land contract information.	0.250	32.50
04-05-2018	SRB	Draft correspondence to City Planner re: Town Hall Meeting.	0.250	32.50
04-09-2018	SRB	Draft correspondence to Planner re: Township Hall Meeting; receipt and review response.	0.250	32.50
04-09-2018	SRB	Receipt and review correspondence from City Clerk re: Historic District Commission.	0.250	32.50
04-09-2018	SRB	Receipt and review correspondence with attachments from City Administrator re: 3/19 meeting.	0.250	32.50
04-11-2018	SRB	Attend meeting with Planner; preparation for Town Hall Meeting.	2.000	260.00
04-11-2018	SRB	Draft and review multiple correspondences with opposing attorney re: Dhal Real Estate.	0.750	97.50
04-12-2018	SRB	Review draft of stipulated order re: Dhal Real Estate.	0.250	32.50
04-12-2018	SRB	Review/reply to multiple correspondence re: Town Hall Meeting.	0.250	32.50
04-13-2018	SRB	Review correspondence, draft reply to Planner re: wireless ordinance update.	0.250	32.50
04-13-2018	SRB	Receipt and review correspondence from City Administrator re: Council Agenda; review Agenda.	0.250	32.50
04-13-2018	SRB	Re: Dhal Real Estate - Receipt and review of efiled Order from Oakland County Circuit Court Clerk.	0.250	32.50
04-14-2018	SRB	Attend Town Hall Meeting re: medical marijuana.	3.000	390.00
04-16-2018	SRB	Receipt and review correspondence from City Administrator re:	0.250	32.50

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

Page 1 of 2

Date	Professional	Description	Hours	Amount
		sewer backup.		
04-16-2018	SRB	Receipt and review correspondence from Planner re: zoning ordinance updates; response to same.	0.250	32.50
04-16-2018	SRB	Receipt and review correspondence from City Administrator re: Farmers' Market vendor application; review vendor packet, application, rules and regulations; draft reply.	0.750	97.50
04-16-2018	SRB	Review and respond to correspondence from City Administrator re: ditch/culvert maintenance.	0.250	32.50
04-16-2018	SRB	Draft correspondence to City Administrator re: updates to personnel manual/social media.	0.250	32.50
04-16-2018	SRB	Receipt and review correspondence from Ken Marten re: Planning Commission Agenda; review Agenda.	0.250	32.50
04-17-2018	SRB	Receipt and review correspondence from City Clerk re: election workers.	0.250	32.50
04-17-2018	SRB	Review correspondence from City Clerk re: budget notice of hearing; response to same.	0.250	32.50
04-19-2018	SRB	Receipt and review correspondence from City Administrator re: fund expenditure for public purpose; response to same.	0.250	32.50
04-23-2018	SRB	Review correspondence; draft reply to City Administrator re: park rental regulations.	0.250	32.50
04-24-2018	SRB	Review correspondence from Jim Wright re: Dhal Real Estate.	0.250	32.50
04-24-2018	SRB	Review inspection reports re: Dhal Real Estate.	0.500	65.00
04-24-2018	SRB	Prepare for and attend Planning Commission Meeting.	1.500	195.00
04-24-2018	SRB	Receipt and review of Order to Show Cause and Scheduling Order; review file re: DHAL Real Estate.	0.250	32.50
04-26-2018	SRB	Receipt and review correspondence from Planning Commission Member Miller; response to same.	0.250	32.50
			Total Fees	1,950.00

Time Summary

Professional	Hours	Amount
SRB	15.000	1,950.00
		Total Fees
		1,950.00
		Total for this Invoice
		1,950.00

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED APRIL 30, 2018

	Revenues Through 4/30/2018	Expenses Through 4/30/2018	Revenues Over (Under) Expenses
101-GENERAL FUND	3,359,211	3,292,044	67,166
202-MAJOR STREET FUND	195,106	759,209	(564,104)
203-LOCAL STREET FUND	225,593	356,790	(131,197)
258-CAPITAL ACQUISITION FUND	92,507	124,945	(32,438)
494-DOWNTOWN DEVELOPMENT AUTHORITY	33,319	126,847	(93,528)
592-WATER & SEWER FUND	1,804,286	1,493,931	310,356
GRAND TOTAL ALL FUNDS	<u>5,710,022</u>	<u>6,153,766</u>	<u>(443,744)</u>

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED MAY 31, 2018

	Revenues Through 5/31/2018	Expenses Through 5/31/2018	Revenues Over (Under) Expenses
101-GENERAL FUND	3,589,709	3,548,027	41,682
202-MAJOR STREET FUND	221,151	766,838	(545,688)
203-LOCAL STREET FUND	237,783	368,110	(130,327)
258-CAPITAL ACQUISITION FUND	92,637	140,029	(47,391)
494-DOWNTOWN DEVELOPMENT AUTHORITY	135,607	136,694	(1,088)
592-WATER & SEWER FUND	1,869,294	1,636,279	233,015
GRAND TOTAL ALL FUNDS	6,146,180	6,595,977	(449,797)

CITY OF LATHRUP VILLAGE

DEPARTMENT REPORTS

May 2018 Police Report Summary

05/02 – 18-3690: Suspicious Person

Officers were dispatched to a vehicle in a ditch. Officers arrived and spoke to the driver who did not have the funds to get the vehicle towed out privately. The vehicle was impounded as a road hazard.

05/03 – 18-3723: Prisoner Transport

Officers transported a prisoner from 46th District Court to Berkley PD for lodging.

05/04 – 18-3760: Assist Fire Department

Officers responded to a call on a non responsive and non-breathing subject. Officers arrived with the Life Unit and stood by while medics were on scene. Officers determined no foul play was involved in the death and the subject succumbed to natural causes. The body was released to the family by the Medical Examiner.

05/04 – 18-3783: Family Trouble

Officers were dispatched to a residence on a domestic disturbance. Officers arrived and discovered that a verbal argument had occurred between a male and female. Officers determined that no crime had occurred and the two left the area without incident.

05/05 – 18-3797: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The vehicle was impounded. The driver was issued a citation and released.

05/05 – 18-3809: Misdemeanor Arrest Warrant (Other Jurisdiction)

While on patrol, Officers discovered a vehicle with the registered owner having a warrant out of Redford. A traffic stop was initiated and the driver was arrested. Officers transported the subject to Redford where he was turned over to their Officers.

05/05 – 18-3813: Traffic Complaint

While on patrol, Officers found a vehicle parked on 11 Mile Rd. The vehicle was unoccupied and the owner was unable to be found. The vehicle was impounded as a road hazard.

05/06 – 18-3829: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations and advised to park the vehicle and call for a ride.

05/07 – 18-3846: Fraud

Complainant came into the LVPD to report several unauthorized transactions on her credit card. A report was created and the bank was notified. The bank's fraud department will be investigating.

05/07 – 18-3855: Retail Fraud 2nd Degree

Officers were dispatched to a business on a retail fraud in progress. Officers arrived and spoke to the suspect and employees. Through an investigation, it was discovered that one female had

concealed unpaid merchandise and then placed the items in her vehicle. The subject was arrested and transported up to Berkley PD for processing.

05/07 – 18-3858: Assist Citizen

Officers took a report at the station on a possible larceny. Complainant stated that an unknown subject had stolen her car keys while she was shopping. It was later discovered that someone had found and turned in the keys to the employees. The keys were returned to the owner.

05/08 – 18-3885: Fraud

Officers were dispatched to a business on a suspicious vehicle, occupied, that smelled like marijuana. Officers arrived and through an investigation it was found that the two occupants were in possession of several fraudulent credit cards and identification documents. The two subjects were arrested and transported to Berkley PD for processing. The vehicle was impounded and the two suspects were released pending the issuance of a warrant.

05/09 – 18-3898: Fraud

Officers took a report at the station regarding a fraudulent insurance card. Reporting party stated that she was issued an insurance card that she later found was not a legitimate form. An investigation was conducted into the identity of the fraudulent insurance agent. This investigation is still ongoing.

05/09 – 18-3902: Animals at Large

Officers were dispatched to an area where a dog was loose. Officers found the dog and discovered the home where the dog lives. The homeowner was not home and the dog was re-secured inside the house.

05/10 – 18-3922: Suspicious Circumstances

Officers were dispatched to a residence on a larceny. Complainant stated that an unknown suspect had stolen pieces of sod from her front yard. The complainant had no suspect information and this case is currently ongoing.

05/11 – 18-3935: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations, taken to Berkley PD for processing, and the vehicle was impounded.

05/12 – 18-3978: Operating Under the Influence of Alcohol

Officers stopped a vehicle for a traffic violation. Through an investigation it was discovered that the driver was driving under the influence of alcohol. The driver was arrested and the vehicle was impounded. The driver was transported to the Hospital for a blood draw and was ultimately turned over to hospital staff due to the driver making suicidal statements.

05/12 – 18-3988: Fraud

Officers took a report at the station regarding fraud by conversion. Complainant stated that she was a victim of a phone scam and turned over a large amount of money to the suspects via gift cards. A report was taken and the victim was advised on preventative fraudulent tactics. Officers

attempted to make contact with the suspect by the phone number provided but the line was disconnected.

05/13 – 18-4007: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations, taken to Berkley PD for processing, and the vehicle was impounded.

05/14 – 18-4023: Assist Citizen

A resident came into the LVPD to turn in some unwanted ammunition. The ammo was logged and placed into the stations property locker.

05/16 – 18-4069: Improper Vehicle Registration

Officers conducted a traffic stop for failing to use child restraints while driving. The driver was issued several citations and the plate was confiscated.

05/16 – 18-4086: Malicious Destruction to Property

Officers were dispatched to a residence home on a suspicious incident. The homeowner stated that she can not get into her home using her key. It was discovered that someone had damaged the key hole and door knob while possibly trying to gain access into the home. Officers were able to get inside and cleared the home. The homeowner stated that nothing was missing and no one appeared to gain access into the home. A report was taken and photos were collected. The homeowner was advised to call her landlord to replace the locks.

05/17 – 18-4097: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations, taken to Berkley PD for processing, and the vehicle was impounded.

05/17 – 18-4101: Traffic Complaint

Officers conducted a traffic stop for an equipment violation. It was discovered that the driver was driving on a suspended license. The driver was issued several citations and the vehicle was turned over to the passenger who had a valid license.

05/17 – 18-4117: Drove with Expired Ops

Officers conducted a traffic stop and discovered the driver was driving on an expired license. The driver was cited and he was advised to park the vehicle and call for a ride.

05/18 – 18-4154: Lost Property

Officers were dispatched to a business for a lost property report. Complainant stated that she lost her car keys in the store. The store was searched with the help of the employees but nothing was found. A report was taken.

05/19 – 18-4179: Found Property

A citizen came into the department to turn in a found wallet. The owner was contacted and the wallet was returned.

05/21 – 18-4222: Civil Matter

Officers took a report at City Hall on a female who had fallen while walking. The subject denied any medical treatment. A report was taken.

05/21 – 18-4232: Neighborhood Trouble

Complainant came into the LVPD to report a verbal argument she and her neighbor had gotten into. Officers spoke to both parties involved and discovered that only a verbal argument had occurred and no crime was committed. Both parties were advised to not make any contact with each other to which they both agreed.

05/22 – 18-4260: Mental Health Call

Officers responded to a Doctors Office on a trouble with customer call. Officers spoke to the subject and discovered that the subject could not physically take care of himself due to a mental illness. The subject was transported to the Hospital for an involuntary commitment.

05/22 – 18-4273: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations, taken to Berkley PD for processing, and the vehicle was impounded.

05/23 – 18-4310: Recovered Stolen Property (Other Jurisdiction)

While on patrol, Officers discovered a vehicle with a stolen license plate attached to it. Officers initiated a traffic stop and spoke to the driver who admitted to taking the plate. The driver was arrested and transported to Berkley PD for processing. The subject was released pending the issuance of a warrant. The vehicle was impounded and the license plate was confiscated.

05/24 – 18-4318: DWLS

Officers conducted a traffic stop and discovered the driver was driving on a suspended license. The driver was issued citations, taken to Berkley PD for processing, and the vehicle was impounded.

05/24 – 18-4334: Suspicious Circumstances

Officers were dispatched to a business on a broken window complaint. It was discovered that a lawnmower had accidentally damaged the window. The owner was notified and a report was created for informational purposes.

05/27 – 18-4385: Breaking and Entering

Officers were dispatched to a business on an alarm. Officers discovered that a breaking and entering had occurred. Officers cleared the business and did not find anyone inside. The business owner was notified and arrived on scene. Oakland County Deputy was called to the scene to process for evidence. Video, statements, and pictures were collected. This investigation is currently ongoing.

05/27 – 18-4389: Suspicious Circumstances

Officers took a report at the station on a suspected stolen license plate. Complainant stated that he believes someone removed his license plate from his vehicle sometime throughout the day. A report was taken and the plate was entered into LEIN as stolen.

05/28 – 18-4414: Assist Medical

Officers responded to a residence on a suspicious circumstances call. Dispatch advised Officers that an elderly female had called 911 and was not making any sense. Officers arrived and spoke to an elderly couple. The husband stated that his wife has dementia and keeps running out of the house and calling police because she is confused. Officers determined that the husband can not physically take care of his wife while she was in her current state of mind. Officers transported the female to the hospital for a mental health evaluation while the husband followed.

05/29 – 18-4444: Suspicious Circumstances

A resident came into the department to report that he had been notified by the Credit Company that his Social Security number had been used two times to open a line of credit. A report was made and the complainant was advised to put a freeze on his credit. He was advised to call the credit company to investigate the situation.

05/30 – 18-4471: Obtaining Money Under False Pretenses

A banking institute representative came into the LVPD to report a fraud case she had been working on. A report was made and this case is currently under investigation by both the police and the financial institution.

05/30 – 18-4474: Abandoned Vehicle

Officers were dispatched to a gas station on an abandoned auto. Officers discovered that a vehicle had been parked on top of the fuel lids for a long period of time, unattended. The property owner wished the vehicle to be removed so that he can fill up his gas tanks. The vehicle was impounded as abandoned.

05/31 – 18-4497: Suspicious Circumstances

A resident came into the LVPD to report that an unknown subject had opened up a line of credit at a banking institute. The complainant stated that no unauthorized transactions had been made and she has since closed the account. A report was made.

05/31 – 18-4502: Suspicious Circumstances

Officers responded to a residence on a larceny call. Officers spoke to the complainant and homeowner who stated that her family members had stolen items from her safe located in her home. Through an investigation it was found that the complainant has been diagnosed with early stages of dementia and that no apparent larceny had taken place. Officers spoke to family members and the complainant's legal guardians. A report was taken and it is determined that no crime had occurred.

Monthly Permit List

06/07/2018

Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PB170099	08/24/2017	FOBBS III, WILBERT	26500 LATHRUP BLVD	40-24-24-155-002	\$1,178.00	\$109,000
Work Description: build addition onto rear of home						
PB180033	04/25/2018	MYLON INVESTMENTS, LLC	27435 SOUTHFIELD RD	40-24-14-481-033	\$438.00	\$13,750
Work Description: -170ft of exterior waterproofing						
PB180036	05/02/2018	CROMER, LASHAUNA	18434 CORAL GABLES AVE	40-24-23-226-035	\$245.00	\$6,840
Work Description: -Interior basement waterproofing: installing 114' of 4" S&D pipe to a new sump pump						
PB180038	05/03/2018	JONES, CHRISTOPHER	18120 SUNNYBROOK AVE	40-24-14-483-014	\$330.00	\$8,160
Work Description: -Strip and re-roof house						
PB180039	05/04/2018	PARISEAU, COLLETTE	27786 RAINBOW CIR	40-24-14-327-002	\$670.00	\$44,565
Work Description: -Kitchen Remodel						
PB180041	05/09/2018	WEERTZ, JAMES	27621 SANTA BARBARA DR	40-24-14-333-007	\$195.00	\$7,399
Work Description: -Tear off old roof and re-roof						
PB180042	05/10/2018	SANDERS, MARCIA D	18512 W GLENWOOD BLVD	40-24-14-255-010	\$195.00	\$7,500
Work Description: -ROOF OVER EXISTING POOL						
PB180043	05/11/2018	CULLINS, BRIAN E	26285 MEADOWBROOK WAY	40-24-23-254-019	\$170.00	\$3,000
Work Description: New roof - tear off						
PB180044	05/14/2018	BURKE, CARMEN A	18921 RAINBOW CT	40-24-23-201-021	\$445.00	\$15,000
Work Description: replace vanity, tub, tile and fixtures; retile floor and tub surround						
PB180045	05/16/2018	CHAVOUS, DONNA	26300 MEADOWBROOK WAY	40-24-23-255-005	\$754.00	\$57,000
Work Description: Fire repair						

PB180046	05/16/2018	ROBERTA E. CORNWELL	26216 MEADOWBROOK WAY	40-24-23-256-039	\$200.00	\$4,471
Work Description: repair interior water damage: insulation, drywall, flooring, painting, limited LED test						
PB180047	05/17/2018	MCKEEVER, HAZEL	27354 EVERGREEN RD	40-24-14-306-060	\$170.00	\$2,837
Work Description: install 1 window and 1 doorwall						
PB180048	05/18/2018	Jones, Regina	18451 SANTA ANN AVE	40-24-23-257-054	\$215.00	\$5,200
Work Description: reroof						
PB180049	05/18/2018	BAKER, FREDERICK	19030 ROSELAND CT	40-24-14-127-025	\$50.00	\$2,471
Work Description: construct wood deck in backyard; homeowner affidavit filed						
PB180050	05/23/2018	MIGDALECK, ANDRERS	18786 SAN QUENTIN DR	40-24-14-402-017	\$155.00	\$1,800
Work Description: install 9 vinyl windows; homeowner affidavit filed						
PB180051	05/24/2018	KISHMISHYAN, MR SARGIS	18141 ROSELAND BLVD	40-24-14-230-002	\$230.00	\$6,050
Work Description: install 7 vinyl replacement windows						

Total Permits For Type: 16
Total Fees For Type: \$5,640.00
Total Const. Value For Type: \$295,043

Electrical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PE180039	05/07/2018	REYNOLDS, EVA H	17580 MARGATE AVE	40-24-24-152-021	\$80.00	\$0
Work Description: -Generator (16kw)						
PE180040	05/14/2018	PARISEAU, COLLETTE	27786 RAINBOW CIR	40-24-14-327-002	\$103.00	\$0
Work Description: lamps, circuits,						
PE180042	05/14/2018	FOSTER, PATRICIA G	18831 MIDDLESEX AVE	40-24-23-206-012	\$95.00	\$0
Work Description: generator install						

PE180043	05/17/2018	JACKSON, FRANCES J	17435 REDWOOD AVE	40-24-13-154-004	\$65.00	\$0
Work Description: generator install, 14 KW						
PE180044	05/17/2018	MELDRUM, MICHAEL	26776 MEADOWBROOK WAY	40-24-23-229-002	\$65.00	\$0
Work Description: install Bryant 127ANA036000 AC; 3 ton						
PE180045	05/30/2018	TUOHEY, JOHN P	27720 BLOOMFIELD DR	40-24-14-403-010	\$95.00	\$0
Work Description: install furnace, Carrier 59TFC, 100K BTU Install AC, 3 ton.						

Total Permits For Type: 6
Total Fees For Type: \$503.00
Total Const. Value For Type: \$0

Fence

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PF180001	05/14/2018	MARY A. DIRKES TRUST	18181 MEADOWOOD AVE	40-24-23-277-012	\$65.00	\$0
Work Description: 16 ft linear fence with gate; 4 ft high; vinyl						
PF180002	05/30/2018	MEDLEY, DAWN S	18609 RAINBOW DR	40-24-23-208-009	\$65.00	\$0
Work Description: wood fence and gate 80 linear feet. Vinyl fence 135 linear feet. Ornamental Aluminum fence and gate 81 linear feet. Height 4 and 6 feet.						

Total Permits For Type: 2
Total Fees For Type: \$130.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
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PM180027	05/04/2018	DHAL REAL ESTATE, LLC	28660 SOUTHFIELD RD 163	40-24-13-105-019	\$95.00	\$0
Work Description: -Air Conditioner (heat controller RSN134851E- 4 Ton)						
PM180028	05/07/2018	BIRCH, W EARL	26651 MEADOWBROOK WAY	40-24-23-207-011	\$65.00	\$0
Work Description: -Hot Water						
PM180029	05/10/2018	MICHIGAN FIRST CREDIT UN	27000 EVERGREEN RD	40-24-14-356-052	\$155.00	\$0
Work Description: (4) refrigeration (coolers,freezer,display case) zeach 2HP, 1 HP						
PM180030	05/11/2018	REYNOLDS, EVA H	17580 MARGATE AVE	40-24-24-152-021	\$80.00	\$0
Work Description: Gas piping						
PM180032	05/14/2018	FOSTER, PATRICIA G	18831 MIDDLESEX AVE	40-24-23-206-012	\$130.00	\$0
Work Description: generator install; gas piping test						
PM180033	05/17/2018	JACKSON, FRANCES J	17435 REDWOOD AVE	40-24-13-154-004	\$65.00	\$0
Work Description: generator install, 14 KW						
PM180034	05/17/2018	MELDRUM, MICHAEL	26776 MEADOWBROOK WAY	40-24-23-229-002	\$65.00	\$0
Work Description: install Bryant 127ANA036000 AC; 3 ton						
PM180035	05/21/2018	BURCH-TAYLOR, DOLORES	18761 SAN QUENTIN DR	40-24-14-404-007	\$85.00	\$0
Work Description: gas pressure test for fireplace install lock box 0613						
PM180036	05/30/2018	TUOHEY, JOHN P	27720 BLOOMFIELD DR	40-24-14-403-010	\$100.00	\$0
Work Description: install furnace, Carrier 591FO, 100K BTU Install AC, 3 ton.						

Total Permits For Type: 9
Total Fees For Type: \$840.00
Total Const. Value For Type: \$0

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PORC-180003	05/02/2018	CROMER, LASHAUNA	18434 CORAL GABLES AVE	40-24-23-226-035	\$25.00	\$0

Work Description:

PORC-180004	05/09/2018	MIGDALECK, ANDRERS	18786 SAN QUENTIN DR	40-24-14-402-017	\$25.00	\$0
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Work Description:

Total Permits For Type: 2
Total Fees For Type: \$50.00
Total Const. Value For Type: \$0

Plumbing

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PP180019	05/02/2018	CROMER, LASHAUNA	18434 CORAL GABLES AVE	40-24-23-226-035	\$70.00	\$0

Work Description: (1) Sump and pump

PP180021	05/24/2018	BURKE, CARMEN A	18921 RAINBOW CT	40-24-23-201-021	\$85.00	\$0
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Work Description: bathroom remodel; install sink, tub and water closet

PP180022	05/30/2018	Malin, Jeff	28675 ELDORADO PL	40-24-14-207-011	\$65.00	\$0
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Work Description: replace sewer line and install 6-inch cleanout

Total Permits For Type: 3
Total Fees For Type: \$220.00
Total Const. Value For Type: \$0

Right of Way Construction

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
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Work Description: -Installation of approx. 15' of buried fiber cable

Total Permits For Type: 1

Total Fees For Type: \$0.00

Total Const. Value For Type: \$0

Report Summary

Permit.DateIssued Between
5/1/2018 12:00:00 AM AND
5/31/2018 11:59:59 PM AND
Permit.Status = ISSUED AND
Permit.AmountPaidTotal <= 50,000

Grand Total Fees: \$7,383.00

Grand Total Permits: 39

Grand Total Const. Value: \$295,043

Enforcement List

Closed

INOPERABLE VEHIC

	Address		Filed	Status	
E18-0123	18776 CAMBRIDGE BLVD	PD reports inoperable red Land Rover	05/08/18	No Cause for Action	05/09/18
E18-0136	18525 SARATOGA BLVD	Burgundy Ford Explorer - no plate, rear tire issue	05/16/18	Resolved	05/30/18
E18-0143	27660 CALIFORNIA NW DR	tALL GRASS AND INOPERABLE NO VALID PLATE VEHICLE bLACK cRYSLER OLD PLATE # clt 6839	05/18/18	Discovered	
E18-0161	18841 SARATOGA BLVD	No valid plate Red Musang in drive	05/30/18	No Cause for Action	06/08/18

Category Total 4**MISSING ADDRESS**

	Address		Filed	Status	
E18-0124	18776 CAMBRIDGE BLVD	PD reports no address numbers on home	05/08/18	Inspection Scheduled	

Category Total 1

Enforcement List

Closed

OTHER

	Address		Filed	Status	
E18-0122	26666 LATHRUP BLVD	Shed installed no permit old shed on property deteriorated and in need of removal. Rodents digging under new shed not installed per ordinance concrete slab required	05/04/18	Discovered	
E18-0142	27645 CALIFORNIA NW DR	Cutting down of neighbors tree. Law only allows pruning of branches at property line	05/18/18	Resolved	06/06/18
E18-0148	28600 SOUTHFIELD RD 200C	former business partner says hair-stylist working in suite is not licensed by LARA; also suite is not cleaned regularly	05/22/18	No Cause for Action	05/30/18
E18-0154	19041 ALHAMBRA CT	owners claims neighbor pumping water by the sump onto his property.	05/23/18	Resolved	06/06/18

Category Total 4**PROPERTY MAINTENANCE**

Address

Filed

Status

Enforcement List

					Closed
E18-0118	27236 SOUTHFIELD RD 2	caller reports dumpster enclosure falling apart; panels/sides propped up with boards	05/01/18	Resolved	05/11/18
E18-0121	26600 LATHRUP BLVD	caller reports rodents living on property	05/04/18	No Cause for Action	05/04/18
E18-0125	27653 RACKHAM DR	PD reports front porch collapsed	05/08/18	No Cause for Action	05/09/18
E18-0126	18467 MIDDLESEX AVE	-Broken Window -Hanging Gutter (2nd Floor) -Side Door Has Large Gap -Chipped Paint	05/09/18	Repaired	06/15/18
E18-0127	27701 CALIFORNIA NW DR	Person reporting (celeste tyson) states there is a tree in Mr. Stone's backyard that has broke and is leaning on power lines and into her yard.	05/08/18	Inspection Scheduled	
	TYSON, CELESTE				
E18-0128	27237 RACKHAM DR	Damaged front steps and porch	05/09/18	Resolved	06/15/18
E18-0153	28615 BLOOMFIELD DR		05/23/18	No Cause for Action	05/30/18

Enforcement List

Closed

		stuff/junk stored on right side of house/garage; long lawn in backyard			
		homeowner at 18470 LaCrosse gives permission to enter property to view subject property			
E18-0156	26301 SOUTHFIELD RD	"The business offices on the west side of southfield on KILBIRNIE have been negligent on their landscape. Every year this is an ongoing problem."	05/29/18	No Cause for Action	05/30/18
E18-0158	18654 RAINBOW DR	Check for dead tree on homeowners front property.	05/30/18	Inspection Scheduled	
E18-0159	19010 WILTSHIRE BLVD	tree down rear yard	05/30/18		
E18-0163	26333 SOUTHFIELD RD	Tall grass. Debris through out property, Tiles falling off building. Make repairs clean up debris and repair facade. City will cut grass if compliance not obtained	05/30/18	Discovered	
E18-0164	18838 MIDDLESEX AVE	Ditch culvert plugged flooding neighbor	05/30/18	Discovered	

Category Total 12

Enforcement List

Closed

TALL GRASS/ WEEDS

	Address		Filed	Status	
E18-0130	28761 BLOOMFIELD DR	Tall grass	05/09/18	Discovered	
E18-0131	18891 RAINBOW DR	Tall grass	05/09/18	Resolved	06/15/18
E18-0133	18457 SARATOGA BLVD	Grass over 7" tall weeds and brush also	05/11/18	Discovered	
E18-0135	26721 MEADOWBROOK WAY	caller says grass is high and home in need of repairs	05/16/18	Resolved	06/15/18
E18-0137	28221 LATHRUP BLVD	Caller reported weeds and tall grass on property.	05/16/18	No Cause for Action	05/18/18
E18-0138	18755 ALHAMBRA AVE	Check for tall grass and other violations.	05/16/18	Inspection Scheduled	
E18-0141	18465 SARATOGA BLVD	Tall grass	05/18/18	Resolved	06/15/18
E18-0144	18774 SUNNYBROOK AVE	Tall grass Violation notice left	05/18/18	Discovered	
E18-0145	18560 WILTSHIRE BLVD	Tall grass and expired rental certificate	05/18/18	Resolved	06/08/18
E18-0146	27850 SAN JOSE CT	Check for tall grass and weeds	05/18/18	Resolved	06/15/18

Enforcement List

Closed

E18-0149	28425 WOODWORTH WAY	Tall grass and weed in backyard	05/23/18	Inspection Scheduled	
E18-0150	18230 RAINBOW DR	Check for tall grass/weeds.	05/23/18	Resolved	06/15/18
E18-0155	19125 RACKHAM DR	Tall grass	05/23/18	Resolved	06/15/18
E18-0157	18941 ELDORADO PL	Emailed complaint: "Grass needs to be cut. Their address is 18941 Eldorado Place They also have water running from their sump pump drain and it is running into my grass and causing my lawn to flood. It runs all day and night. This problem has been going on since last summer."	05/29/18	Inspection Scheduled	
E18-0160	18525 SARATOGA BLVD	tall grass	05/30/18	Resolved	
E18-0162	18740 LACROSSE AVE	Tall grass front and rear yards	05/30/18	Discovered	
E18-0167	18160 CORAL GABLES AVE	Check property for tall grass and weeds	05/31/18	Inspection Scheduled	
E18-0168	27735 CALIFORNIA NE DR		05/31/18	Resolved	06/15/18

06/15/18

Enforcement List

Closed

E18-0169	18202 WILTSHIRE BLVD	Check for tall grass on sides of property.	05/31/18	Resolved	06/15/18
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Category Total	19
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TRAILER IN YARD

	Address		Filed	Status	
E18-0129	27441 GOLDENGATE W DR	Snowmobile trailer in front yard	05/09/18	Resolved	05/16/18
E18-0165	26710 MEADOWBROOK WAY	trailer in front yard	05/30/18	Resolved	06/01/18

Category Total	2
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VEHICLE STORAGE

	Address		Filed	Status	
E18-0119	27714 CALIFORNIA NW DR	Burgandy GM under tarp falt tires and torn up tarp	05/02/18	Resolved	06/01/18
E18-0120	18160 CORAL GABLES AVE	Old Pickup stored in rear yard on grass no valid plates. Storage prohibited must be in a garage	05/02/18	Citation Issued	06/15/18

06/15/18

Enforcement List

Closed

E18-0151	28025 SUNSET W BLVD	Inoperable mercury in drive expired plate CMD 1279	05/23/18		
E18-0152	18195 RAINBOW DR	4 door chrysler 200 parked in drive no valid plate	05/23/18	Resolved	06/01/18
Category Total		4			

WORK W/O A PERMI'

	Address		Filed	Status	
E18-0147	18786 SAN QUENTIN DR	Permit for dumpster issued, but electrical inspector noticed possible work being done while passing by	05/22/18	Closed	05/24/18
Category Total		1			

Records: 47

Enforcement.CodeOfficer = Jim
Wright AND
Enforcement.DateFiled Between
5/1/2018 12:00:00 AM AND
5/31/2018 11:59:59 PM

Page: 8



COUNCIL COMMUNICATION:

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

RE: **MOTION TO ACCEPT BID AND AWARD CONTRACT TO HUTCH PAVING
FOR THE 2018 PAVEMENT REPAIR PROGRAM.**

The City of Lathrup Village's contract engineering firm, Scott Ringler from Giffels Webster, issued an RFP for the 2018 Street Pavement Repair Program. Bids were opened on June 12, 2018.

Three bids were received:

Hutch Paving	\$300,708
Pro-Line Paving	\$313,940
Ajax Paving Industries	\$366,205

References were contacted and Scott Ringler and the City Administrator are recommending accepting the bid and awarding the contract to Hutch Paving, Inc. as the lowest bid.

Suggested Motion:

To accept the bids and award the 2018 Street Paving Contract to Hutch Paving, Inc. at the base bid of \$300,708.00.

Motion by _____, Seconded by _____,



June 13th, 2018

Job # 15850.18

BID RECOMMENDATION

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

RE: 2018 Pavement Repair Program, Contract PR-18

Dear Dr. Mitchell,

Bids for the 2018 Pavement Repair Program were received on June 12th, 2018 at 2:00 p.m. and were opened publicly and read aloud.

A total of three bids were received ranging from a low of \$300,708.00 to \$366,208.85. The low bid was submitted by Hutch Paving Inc., 3000 E. Ten Mile, Warren, MI 48091, (586) 427-7283. The second low bid was submitted by Pro-Line Asphalt at \$213,940.

Hutch Paving has been in business since 1993. We have contacted several references who all had positive comments.

On the basis of positive references and the submittal of the low bid, we recommend that the contract be awarded to Hutch Paving at the base bid of \$300,708.00. Final payment will be based on unit prices quoted in the Proposal based on final field measurements.

Contract books will be submitted to you upon proper execution by the contractor.

Bid tabulations are attached for your use. Please feel free to contact me if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Scott A. Ringler".

Scott A. Ringler, PE, LEED AP
Partner

Encl: Bid Tabulation



2018 Pavement Reconstruction Project, Contract PR-18

City of Lathrup Village, Oakland County, Michigan

Bids opened on 06/12/2018 at 2:00 pm

A. Construction

				Engineer's Opinion of Cost		Lowest Bidder		Second Bidder		Third Bidder	
				Giffels Webster		Hutch Paving Inc.		Pro-Line Asphalt Paving, Inc		Ajax Paving Industries, Inc	
				1025 E. Maple Road, Suite 100		3000 E. Ten Mile		11797 29 Mile Road		1957 Crooks Rd, Suite A	
				Birmingham, MI 48009		Warren, MI 48091		Washington, MI 48095		Troy, MI 48084	
Item	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization, Max 3%	1	LS	\$9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00	\$ 8,800.00	\$ 8,800.00	\$ 10,500.00	\$ 10,500.00
2	Traffic Control Devices	1	LS	\$10,000.00	\$ 10,000.00	\$ 9,350.00	\$ 9,350.00	\$ 10,000.00	\$ 10,000.00	\$ 21,500.00	\$ 21,500.00
3	Culv, Rem, Less than 24 Inch Dia	30	FT	\$25.00	\$ 750.00	\$ 15.00	\$ 450.00	\$ 25.00	\$ 750.00	\$ 10.00	\$ 300.00
4	Pavt, Rem	380	SYD	\$18.00	\$ 6,840.00	\$ 5.00	\$ 1,900.00	\$ 18.00	\$ 6,840.00	\$ 17.00	\$ 6,460.00
5	Sidewalk, Rem	25	SYD	\$18.00	\$ 450.00	\$ 15.00	\$ 375.00	\$ 35.00	\$ 875.00	\$ 4.00	\$ 100.00
6	Machine Grading	19.85	STA	\$650.00	\$ 12,902.50	\$ 400.00	\$ 7,940.00	\$ 500.00	\$ 9,925.00	\$ 400.00	\$ 7,940.00
7	Excavation, Earth	15	CYD	\$50.00	\$ 750.00	\$ 40.00	\$ 600.00	\$ 100.00	\$ 1,500.00	\$ 20.00	\$ 300.00
8	Subgrade Undercutting, Mod	216	CYD	\$50.00	\$ 10,800.00	\$ 45.00	\$ 9,720.00	\$ 60.00	\$ 12,960.00	\$ 53.00	\$ 11,448.00
9	Geogrid, Tensar TX 190 L	650	SYD	\$10.00	\$ 6,500.00	\$ 4.00	\$ 2,600.00	\$ 7.00	\$ 4,550.00	\$ 4.50	\$ 2,925.00
10	Low Point Inlet Filter	16	EA	\$100.00	\$ 1,600.00	\$ 75.00	\$ 1,200.00	\$ 75.00	\$ 1,200.00	\$ 140.00	\$ 2,240.00
11	Culv, CL F. 8 Inch	30	FT	\$35.00	\$ 1,050.00	\$ 50.00	\$ 1,500.00	\$ 40.00	\$ 1,200.00	\$ 40.00	\$ 1,200.00
12	Dr Structure Cover, Adj, Case 1	3	EA	\$650.00	\$ 1,950.00	\$ 550.00	\$ 1,650.00	\$ 700.00	\$ 2,100.00	\$ 900.00	\$ 2,700.00
13	Cold Milling, HMA Surface	7,235	SYD	\$3.50	\$ 25,322.50	\$ 3.25	\$ 23,513.75	\$ 3.40	\$ 24,599.00	\$ 5.96	\$ 43,120.60
14	HMA Surface, Rem	78	SYD	\$18.00	\$ 1,404.00	\$ 20.00	\$ 1,560.00	\$ 16.00	\$ 1,248.00	\$ 20.00	\$ 1,560.00
15	HMA Surface, Rem, Driveway	100	SYD	\$20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 18.00	\$ 1,800.00
16	HMA 3C	1,200	TON	\$83.00	\$ 99,600.00	\$ 89.80	\$ 107,760.00	\$ 87.00	\$ 104,400.00	\$ 88.48	\$ 106,176.00
17	HMA 13A	775	TON	\$88.00	\$ 68,200.00	\$ 99.50	\$ 77,112.50	\$ 89.00	\$ 68,975.00	\$ 124.75	\$ 96,681.25
18	HMA 36A	22	TON	\$150.00	\$ 3,300.00	\$ 150.00	\$ 3,300.00	\$ 160.00	\$ 3,520.00	\$ 125.00	\$ 2,750.00
19	Hand Patching	10	TON	\$150.00	\$ 1,500.00	\$ 200.00	\$ 2,000.00	\$ 150.00	\$ 1,500.00	\$ 250.00	\$ 2,500.00
20	Driveway, Nonreinf Conc, 6 Inch	315	SYD	\$50.00	\$ 15,750.00	\$ 57.75	\$ 18,191.25	\$ 60.00	\$ 18,900.00	\$ 55.00	\$ 17,325.00
21	Driveway, Nonreinf Conc, 8 Inch	60	SYD	\$70.00	\$ 4,200.00	\$ 63.00	\$ 3,780.00	\$ 70.00	\$ 4,200.00	\$ 60.00	\$ 3,600.00
22	Sidewalk Ramp, Conc, 6 Inch	38	SFT	\$12.00	\$ 456.00	\$ 11.00	\$ 418.00	\$ 11.00	\$ 418.00	\$ 10.00	\$ 380.00
23	Sidewalk, Conc, 8 Inch	150	SFT	\$9.00	\$ 1,350.00	\$ 11.00	\$ 1,650.00	\$ 11.00	\$ 1,650.00	\$ 10.00	\$ 1,500.00
24	Detectable Warning Surface	5	FT	\$60.00	\$ 300.00	\$ 52.50	\$ 262.50	\$ 55.00	\$ 275.00	\$ 50.00	\$ 250.00
25	Water, Sodding / Seeding	10	UNIT	\$125.00	\$ 1,250.00	\$ 150.00	\$ 1,500.00	\$ 100.00	\$ 1,000.00	\$ 100.00	\$ 1,000.00
26	Sprinkler Line	50	FT	\$6.00	\$ 300.00	\$ 10.00	\$ 500.00	\$ 6.00	\$ 300.00	\$ 70.00	\$ 3,500.00
27	Sprinkler Head	15	EA	\$75.00	\$ 1,125.00	\$ 20.00	\$ 300.00	\$ 85.00	\$ 1,275.00	\$ 70.00	\$ 1,050.00
28	Pavt Repr, Rem	60	SYD	\$25.00	\$ 1,500.00	\$ 18.00	\$ 1,080.00	\$ 40.00	\$ 2,400.00	\$ 85.00	\$ 5,100.00
29	Pavt Repr, Nonreinf, 7 Inch	60	SYD	\$65.00	\$ 3,900.00	\$ 18.00	\$ 1,080.00	\$ 100.00	\$ 6,000.00	\$ 85.00	\$ 5,100.00
30	Lane Tie, Epoxy Anchored	30	EA	\$10.00	\$ 300.00	\$ 10.50	\$ 315.00	\$ 11.00	\$ 330.00	\$ 10.00	\$ 300.00
31	Aggregate Base, 21AA, Supplemental	150	TON	\$28.00	\$ 4,200.00	\$ 24.00	\$ 3,600.00	\$ 30.00	\$ 4,500.00	\$ 21.00	\$ 3,150.00
32	Sod, Overburden	250	SYD	\$12.00	\$ 3,000.00	\$ 6.00	\$ 1,500.00	\$ 23.00	\$ 5,750.00	\$ 7.00	\$ 1,750.00
A. Subtotal Construction:				\$ 301,550.00		\$ 300,708.00		\$ 313,940.00		\$ 366,205.85	
Total Construction:				\$ 301,550.00		\$ 300,708.00		\$ 313,940.00		\$ 366,205.85	

Other Bidders

None

Corrected By Engineer



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FROM: Sheryl L. Mitchell, City Administrator
DATE: June 18, 2018

**RE: MOTION TO APPROVE ADDITIONAL BUDGET AMENDMENTS FOR THE
2017-18 BUDGET YEAR.**

We are approaching the end of the Fiscal Year 2017-18 Budget year. Please find attached the proposed budget amendments based on the projected final revenues and expenses through to the year end, which ends of June 30, 2018.

Motion by _____, Seconded by _____,

TO:

Approve the Budget Amendments as submitted by the City Administrator for the Fiscal Year 2017-18 Budget year.

Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

	A	B	C	D	E	F
1	REVENUES					
2	FISCAL YEAR - 2017-18					
3	BUDGET AMENDMENTS	ORIGINAL	ACTUAL	AMENDED	OVER	
4	FUND/ACTIVITY	BUDGET	MAY 31	JUNE	(UNDER)	
5						
6	GENERAL FUND					
7						
8	TAXES:					
9	General Operating	2,330,738	\$ 2,363,064	\$ 2,363,064	32,326	
10	Public Safety	0	\$ -	0	0	
11	Refuse Collection	349,607	\$ 354,614	\$ 354,614	5,007	
12	Library	0	\$ -	0	0	
13	Administrative Fee	70,000	\$ 74,430	\$ 74,430	4,430	
14	Interest & Penalties	37,000	\$ 34,308	\$ 34,308	(2,692)	
15						
16	Total - All Taxes	2,787,345	\$ 2,826,416	2,826,416	39,071	
17						
18	STATE SHARED REVENUE	364,949	\$ 197,109	364,949	0	
19						
20	FEDERAL AND STATE GRANTS	0	\$ -	0	0	
21						
22	OTHER REVENUE	668,290	\$ 566,114	676,626	8,336	
23						
24	TRANSFER FROM OTHER FUNDS	0	\$ -	0	0	
25						
26	TRANSFER FROM FUND BALANCE	0	\$ -	0	0	
27						
28	Total - General Fund Revenues	3,820,584	\$ 3,589,640	3,867,991	47,407	
29						
30	MAJOR STREETS	278,028	\$ 221,151	292,589	14,561	
31						
32	LOCAL STREETS	264,486	\$ 237,783	271,239	6,753	
33						
34	WATER	775,733	\$ 635,187	689,259	(86,474)	Actual Lower than projected
35						
36	SEWER	1,459,704	\$ 1,234,107	1,352,477	(107,227)	Actual Lower than projected
37						
38	DEBT SERVICE	0	\$ -	0	0	
39						
40	CAPITAL ACQUISITION FUND	91,500	\$ 92,637	92,637	1,137	
41						
42	Total - All Operating Funds	6,690,035	\$ 5,917,867	6,473,555	(124,980)	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

	A	B	C	D	E	F
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53	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
54	OTHER REVENUE	BUDGET	MAY 31	JUNE	(UNDER)	
55						
56	Miscellaneous	12,000	7,330	7,500	(4,500)	
57	Investment Interest	16,000	17,011	17,500	1,500	
58	Delq Personal Property Revenue	5,000	9,530	9,530	4,530	
59	Workers Comp Dividend	0	0	0	0	
60	Spec Assesment - Eldorado	7,200	7,746	7,746	546	
61	Metro Authority - Fee	13,000	0	15,440	2,440	
62	Building Permits	65,000	56,174	60,000	(5,000)	
63	Property & Liability Dividend Rev	8,200	0	7,084	(1,116)	
64	Zoning, Site, & Special Permits	3,000	2,313	2,800	(200)	
65	Plumbing/Heating Permits	12,500	16,086	17,000	4,500	
66	Electrical Permits	20,000	13,734	14,000	(6,000)	
67	Licenses & Registrations	8,000	10,030	10,100	2,100	
68	Dog & Cat Licenses	1,000	1,287	1,300	300	
69	Cable TV	120,000	84,062	120,000	0	
70	MJTC Project	0	0	0	0	
71	SMART Credits	1,500	0	0	(1,500)	
72	District Court Fines	100,000	64,883	78,000	(22,000)	Actual Lower than projected
73	Community Development	3,000	1,254	1,254	(1,746)	
74	Sidewalks	0	0	0	0	
75	Weed Control Revenue	0	0	0	0	
76	Metro-PCS Lease Payments	36,000	45,123	46,000	10,000	
77	AT & T Lease	55,000	53,157	55,000	0	
78	DPS Rent from Water	4,917	4,917	4,917	0	
79	Equipment Pool Rentals	0	0	0	0	
80	Administrative Charge to Roads	1,639	1,639	1,639	0	
81	BC/BS - Retirees Spouse	0	0	0	0	
82	Employee Benefit Contribution	26,834	28,312	28,313	1,479	
83	Recreation	75,000	24,750	26,500	(48,500)	Actual Lower than projected
84	Tree Sales, Wood Chips, etc.	0	0	0	0	
85	Community Center	36,000	49,801	52,500	16,500	
86	Police Charges	10,500	10,610	10,700	200	
87	SOCRRA Refund	0	0	0	0	
88	Election Reimbursements	0	0	2,500	2,500	
89	Police Forfeitures - State	0	0	0	0	
90	Police Forfeitures - Federal	0	0	0	0	
91	Workers Comp Reimbursement	0	571	571	571	
92	Public Services Reimbursement	27,000	9,565	19,500	(7,500)	
93	Insurance Reimbursement	0	42,982	42,982	42,982	Includes insurance reimbursement for capital assets (police vehicles_
94	Sale of Abandoned Property	0	0	0	0	
95	Sale of Fixed Asset	0	2,750	2,750	2,750	
96	Donations	0	500	13,500	13,500	
97						
98	Total - Other Revenue	668,290	566,114	676,626	8,336	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

	A	B	C	D	E	F
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105	SUMMARY OF EXPENDITURES					
106	FISCAL YEAR - 17-18					
107		ORIGINAL	ACTUAL	AMENDED	OVER	
108		BUDGET	MAY 31	JUNE	(UNDER)	
109						
110	GOVERNMENT SERVICES	443,940	387,255	486,514	42,574	
111						
112	ADMINISTRATION	490,781	467,222	511,457	20,676	
113						
114	BUILDING AND GROUNDS	113,928	101,215	109,973	(3,955)	
115						
116	POLICE DEPARTMENT	2,060,567	1,842,921	1,975,825	(84,742)	
117						
118	PUBLIC SERVICES (DPS)	141,138	119,689	129,693	(11,445)	
119						
120	LEAF COLLECTION	12,000	8,885	9,000	(3,000)	
121						
122	REFUSE COLLECTION	319,600	288,202	319,600	0	
123						
124	RECREATION	131,676	100,935	120,673	(11,003)	
125						
126	GENERAL CONTINGENCY	225,769	225,769	225,769	0	
127						
128						
129						
130	Total - General Fund	3,939,399	3,542,092	3,888,504	(50,895)	
131						
132	MAJOR STREETS	812,787	766,838	775,858	(36,929)	
133						
134	LOCAL STREETS	346,140	370,899	395,622	49,482	
135						
136	WATER	766,453	629,384	716,536	(49,917)	
137						
138	SEWER	1,293,020	973,443	1,154,906	(138,114)	
139						
140	CAPITAL ACQUISITION	91,500	140,029	140,029	48,529	
141						
142	DEBT SERVICE	0	0	0	0	
143						
144	Total - All Funds	7,249,299	6,422,686	7,071,455	(177,844)	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

	A	B	C	D	E	F
156						
157	EXPENDITURES					
158	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
159	GOVERNMENT SERVICES	BUDGET	MAY 31	JUNE	(UNDER)	
160						
161	Unemployment Insurance	150	42	0	(150)	
162	Workers Comp. Insurance	2,500	7,412	7,412	4,912	
163	Office Supplies	6,000	6,232	7,000	1,000	
164	Code Enforcement	2,500	240	2,500	0	
165	Tax Tribunal Returns	3,000	0	0	(3,000)	
166	Building Trade Inspections	80,000	75,570	91,000	11,000	
167	MI First Inspections- Expense	0	0	0	0	
168	Cable TV	30,000	29,425	33,000	3,000	
169	Citizen Communications	10,000	10,449	13,500	3,500	
170	Audit Service	22,440	30,102	30,102	7,662	
171	Telephone	15,000	14,705	16,700	1,700	
172	Vehicle Expense	6,000	2,214	2,700	(3,300)	
173	City Appreciation	4,000	0	0	(4,000)	
174	City Planning	3,500	5,987	10,000	6,500	
175	Beautification	3,800	4,143	4,143	343	
176	C.D.B.G. Projects	6,000	12,451	12,451	6,451	
177	Printing/Publication Cost	10,000	17,851	19,000	9,000	Updating ordinance books
178	Postage Meter	6,000	4,530	6,000	0	
179	Liability Insurance	30,000	26,956	26,956	(3,044)	
180	Miscellaneous	0	0	0	0	
181	Government Operations	65,000	61,888	65,000	0	
182	Library Payment	120,550	59,969	120,550	0	
183	Community Center Expense	15,500	15,588	17,000	1,500	
184	Unfunded Pension Liability	0	0	0	0	
185	27907 California Dr N.E.	0	0	0	0	
186	19600 Forest Drive - Expenditures	2,000	1,500	1,500	(500)	
187						
188	Total - Government Services	443,940	387,255	486,514	42,574	
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Proposed FY 2017-2018 Budget Amendments
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210	EXPENDITURES					
211	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
212	ADMINISTRATION	BUDGET	MAY 31	JUNE	(UNDER)	
213						
214						
215	Salaries & Wages - Perm.	261,388	238,661	261,388	0	
216	Salaries & Wages - Temp.	4,000	0	0	(4,000)	
217	Taxes & Fringe Benefits	114,393	126,807	136,403	22,010	Separation payout
218	Code Enforcement - Legal	20,000	11,018	13,945	(6,055)	
219	Elections	5,500	11,445	11,445	5,945	
220	Legal Services	50,000	46,015	55,000	5,000	
221	Board of Review	500	475	475	(25)	
222	County Equalization Services	35,000	32,801	32,801	(2,199)	
223						
224	Total - Administration	490,781	467,222	511,457	20,676	
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Proposed FY 2017-2018 Budget Amendments
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262	EXPENDITURES					
263	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
264	BUILDING & GROUNDS	BUDGET	MAY 31	JUNE	(UNDER)	
265						
266	Salaries & Wages - Perm.	36,000	25,742	30,000	(6,000)	
267	Salaries & Wages - Temp.	0	0	0	0	
268	Fringe Benefits	0	0	0	0	
269	Building Utilities	36,000	35,718	40,000	4,000	
270	Building Maintenance	23,500	28,128	28,000	4,500	
271	Building - Grants	7,928	7,928	7,928	0	
272	Building Authority Lease	0	0	0	0	
273	Vehicle Maintenance Expense	0	0	0	0	
274	Equipment Maintenance	2,500	45	45	(2,455)	
275	Parking Lots & Grounds	8,000	3,655	4,000	(4,000)	
276	Workers Comp. Insurance	0	0	0	0	
277						
278	Total - Building & Grounds	113,928	101,215	109,973	(3,955)	
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Proposed FY 2017-2018 Budget Amendments
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314	EXPENDITURES					
315	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
316	PUBLIC SAFETY	BUDGET	MAY 31	JUNE	(UNDER)	
317						
318	Salaries & Wages - Perm.	643,739	468,024	514,000	(129,739)	Unfilled positions
319	Salaries & Wages - Temp.	130,291	139,166	155,000	24,709	Coverage for unfilled positions
320	Salaries & Wages - O.T..	75,000	87,185	95,000	20,000	Coverage for unfilled positions
321	Taxes & Fringe Benefits	358,180	325,929	355,060	(3,120)	
322	Unemployment Insurance	1,500	82	150	(1,350)	
323	Uniforms	8,000	7,570	8,000	0	
324	Worker's Comp. Insurance	11,500	14,500	14,500	3,000	
325	Office Supplies	5,000	3,678	4,000	(1,000)	
326	Office Machines	5,000	4,222	5,000	0	
327	Publications/Document Reducing	1,000	999	1,000	0	
328	Code Enforcement/Training & Supplies	0	0	0	0	
329	Police Reserves	2,000	941	2,000	0	
330	Training	3,500	6,135	6,135	2,635	
331	Firearms Training	4,500	3,987	4,367	(133)	
332	Fire Service Contract	669,407	649,910	669,407	0	
333	Telephone	8,500	8,467	9,700	1,200	
334	Radio Communication	12,500	11,064	12,500	0	
335	Vehicle	45,000	39,451	46,600	1,600	
336	Liability Insurance	24,000	24,000	24,000	0	
337	Memberships & Meetings	3,500	2,975	3,200	(300)	
338	MJTC Grant	2,700	2,895	2,895	195	
339	Crime Prevention	3,000	3,051	3,051	51	
340	Animal Control	1,000	774	800	(200)	
341	Youth & Drug Program	750	237	237	(513)	
342	Police Forfeiture	35,000	34,523	34,523	(477)	
343	Miscellaneous	0	0	0	0	
344	Motorcycle Lease	0	0	0	0	
345	Prisoner Lockup	2,500	695	1,200	(1,300)	
346	State of MI Lein use	0	0	0	0	
347	Road Supplies	2,000	1,790	2,000	0	
348	Evidence Supplies	1,500	671	1,500	0	
349						
350	Total - Public Safety	2,060,567	1,842,921	1,975,825	(84,742)	
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367	EXPENDITURES					
368	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
369	PUBLIC SERVICES	BUDGET	MAY 31	JUNE	(UNDER)	
370						
371	DPS					
372	Salaries & Wages - Perm.	0	0	0	0	
373	Salaries & Wages - Temp.	0	0	0	0	
374	Taxes & Fringe Benefits	2,802	1,099	1,310	(1,492)	
375	Office Supplies	0	0	0	0	
376	Utilities	21,000	15,938	17,200	(3,800)	
377	Park Maintenance	5,000	1,770	1,770	(3,230)	
378	Equipment Maintenance	5,000	7,046	7,046	2,046	
379	Sidewalk Maintenance	5,000	0	0	(5,000)	
380	Contractual Services	102,336	93,836	102,367	31	
381						
382	Total - DPS	141,138	119,689	129,693	(11,445)	
383						
384						
385	LEAF COLLECTION					
386	Salaries & Wages - Temp.	0	0	0	0	
387	Miscellaneous	0	0	0	0	
388	Refuse Equipment Expense	12,000	8,885	9,000	(3,000)	
389						
390	Total - Leaf Collection	12,000	8,885	9,000	(3,000)	
391						
392	REFUSE COLLECTION					
393	SOCRRA Fees	319,600	288,202	319,600	0	
394	Collection Contract	0	0	0	0	
395						
396	Total - Refuse Collection	319,600	288,202	319,600	0	
397						
398	Total - Public Services	472,738	416,775	458,293	(14,445)	
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Proposed FY 2017-2018 Budget Amendments
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416	EXPENDITURES					
417	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
418	RECREATION	BUDGET	MAY 31	JUNE	(UNDER)	
419						
420	Salaries & Wages - Full Time	34,763	26,633	30,000	(4,763)	
421	Taxes & Fringe Benefits	9,713	11,859	12,763	3,050	
422	Office Supplies	1,000	30	100	(900)	
423	Bus Transportation	2,000	3,692	3,692	1,692	
424	Other Recreation Programs	40,000	13,388	25,000	(15,000)	
425	Senior Activites	4,000	434	500	(3,500)	
426	Children/Youth Programs	0	0	0	0	
427	Community Events	17,000	14,512	16,000	(1,000)	
428	Recreation Center	0	0	0	0	
429	Fitness Center	4,200	14,916	14,916	10,716	
430	Special Programs/Sporting Events	5,500	7,693	7,693	2,193	
431	Concerts in the Park	13,000	6,767	9,000	(4,000)	
432	Workers Comp. Insurance	500	1,009	1,009	509	
433						
434						
435	Total - Recreation	131,676	100,935	120,673	(11,003)	
436						
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Proposed FY 2017-2018 Budget Amendments
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468	EXPENDITURES					
469	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
470	CONT. & RESERVE	BUDGET	MAY 31	JUNE	(UNDER)	
471						
472	GENERAL CONTINGENCY					
473	Miscellaneous	0	0	0	0	
474	DDA	0	0	0	0	
475						
476	Total - General Contingency	0	0	0	0	
477						
478	CAPITAL RESERVE FUND					
479	Capital Expenditure	91,500	91,500	91,500	0	
480	Transfer to Local Streets	134,269	134,269	134,269	0	
481	Transfer out to Sewer	0	0	0	0	
482						
483	Total - Reserve Fund	225,769	225,769	225,769	0	
484						
485	Total - Cont. & Reserve	225,769	225,769	225,769	0	
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Proposed FY 2017-2018 Budget Amendments
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521	EXPENDITURES					
522	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
523	MAJOR STREETS	BUDGET	MAY 31	JUNE	(UNDER)	
524						
525	Salaries & Wages - Perm.	0	0	0	0	
526	Salaries & Wages - Admin.	3,863	3,492	3,950	87	
527	Salaries & Wages - Temp.	0	0	0	0	
528	Taxes & Fringe Benefits	2,189	659	736	(1,453)	
529	Contractual Services	52,853	48,445	52,849	(4)	
530	Office Supplies	0	0	0	0	
531	Public Service Building	0	0	0	0	
532	Audit Services	5,100	5,900	5,900	800	
533	Roadside Parks	0	0	0	0	
534	Transfer to Local Streets	0	0	0	0	
535	Admin. & Engineering	1,639	1,639	1,639	0	
536	Road Construction	0	0	0	0	
537	Road Maintenance	5,000	6,484	6,000	1,000	
538	Roadside Maintenance	5,000	5,000	5,600	600	
539	Equipment Rental	5,000	0	0	(5,000)	
540	Traffic Controls	25,000	26,411	30,000	5,000	
541	Snow & Ice Removal	5,500	6,374	6,374	874	
542	Non-Motor Facilities	0	0	0	0	
543	Forestry	14,000	22,225	22,600	8,600	
544	Capital Expenditure	687,643	640,210	640,210	(47,433)	Evergreen Street Improvement
545						
546	Total - Major Streets	812,787	766,838	775,858	(36,929)	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

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571	EXPENDITURES					
572	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
573	LOCAL STREETS	BUDGET	MAY 31	JUNE	(UNDER)	
574						
575	Salaries & Wages - Perm.	0	0	0	0	
576	Salaries & Wages - Admin.	3,863	3,492	3,950	87	
577	Salaries & Wages - Temp.	0	0	0	0	
578	Taxes & Fringe Benefits	2,364	659	736	(1,628)	
579	Contractual Services	52,853	48,445	52,849	(4)	
580	Office Supplies	0	0	0	0	
581	Public Service Building	1,000	0	0	(1,000)	
582	Audit Services	3,060	3,860	3,860	800	
583	Admins. & Enginnering	0	0	0	0	
584	Road Construction	0	0	0	0	
585	Road Maintenance	240,000	276,771	288,000	48,000	Lincoln St. emergency road repair
586	Roadside Maintenance	0	0	0	0	
587	Equipment Rental	2,000	753	753	(1,247)	
588	Traffic Controls	4,000	4,000	2,500	(1,500)	
589	Snow & Ice Removal	5,000	5,000	6,374	1,374	
590	Non-Motor Facilities	4,000	0	0	(4,000)	
591	Forestry	14,000	22,225	22,600	8,600	
592	Capital Expenditure	14,000	5,695	14,000	0	
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594	Total - Local Streets	346,140	370,899	395,622	49,482	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

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623	EXPENDITURES					
624	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
625	WATER	BUDGET	MAY 31	JUNE	(UNDER)	
626						
627	Salaries & Wages - Perm.	14,935	14,243	15,706	771	
628	Taxes & Fringe Benefits	73,587	76,307	77,618	4,031	
629	Contractual Services	59,397	55,188	60,136	739	
630	Office Supplies	0	0	0	0	
631	Water System Maintenance	80,000	55,772	60,000	(20,000)	
632	Billing Services	20,000	10,956	12,000	(8,000)	
633	Audit Service	3,682	3,682	3,682	0	
634	Telephone	0	0	0	0	
635	Liability Insurance	6,852	6,852	6,852	0	
636	Water Purchases	300,000	285,124	349,000	49,000	
637	Rent & Utilities	7,000	110	250	(6,750)	
638	Equipment Replacement	40,000	0	0	(40,000)	
639	Administration and Engineering	0	0	0	0	
640	Vehicle & Equip. Expense	0	0	0	0	
641	Miscellaneous	6,000	1,292	1,292	(4,708)	
642	Capital Expenditure	5,000	5,000	0	(5,000)	
643	Water Main Project	150,000	114,857	130,000	(20,000)	
644	Unfunded Pension Liability	0	0	0	0	
645						
646	Total - Water	766,453	629,384	716,536	(49,917)	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

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677	EXPENDITURES					
678	FISCAL YEAR - 17-18	ORIGINAL	ACTUAL	AMENDED	OVER	
679	SEWER	BUDGET	MAY 31	JUNE	(UNDER)	
680						
681	Salaries & Wages - Perm.	14,935	14,243	15,750	815	
682	Taxes & Fringe Benefits	14,927	7,909	9,010	(5,917)	
683	Contractual Services	59,397	54,437	59,386	(11)	
684	Office Supplies	0	0	0	0	
685	Sewer System Maintenance	18,000	8,573	14,000	(4,000)	
686	Admin. & Engineering	0	0	0	0	
687	Audit Service	3,641	3,641	3,641	0	
688	Equipment Replacement	0	0	0	0	
689	Liability Insurance	7,500	8,700	7,500	0	
690	Cap Imp Bond Payment	0	0	0	0	
691	Sewage Disposal Cost	916,428	763,686	916,428	0	
692	Rent & Utilities	500	110	220	(280)	
693	Larvicide Applications	0	0	0	0	
694	Industrial Surcharge	43,000	20,218	27,000	(16,000)	
695	Environmental Compliance-Non Capital	20,000	8,718	12,000	(8,000)	
696	Environmental Compliance-Const Exp	0	0	0	0	
697	Bond Expense-Non Capital	0	0	0	0	
698	Bond Expense-Construction	0	0	0	0	
699	Capital Expenditure	142,000	57,111	57,111	(84,889)	
700	Equipment Maintenance	0	0	0	0	
701	Miscellaneous	1,200	0	0	(1,200)	
702	RETENTION TANK		0			
703			0			
704	Utilities		0			
705	Electric	18,892	10,360	12,500	(6,392)	
706	Water	5,000	829	1,500	(3,500)	
707	Natural Gas	300	160	160	(140)	
708	Phone	1,700	2,172	2,500	800	
709	Fuel for Generator	500	0	0	(500)	
710	Supplies and Tools	1,400	0	0	(1,400)	
711	Building & Equipment	15,000	12,576	15,000	0	
712	Contractual Operation	0	0	0	0	
713	Excess Liability for Tank	8,700	0	1,200	(7,500)	
714						
715	Total - Sewer	1,293,020	973,443	1,154,906	(138,114)	
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Proposed FY 2017-2018 Budget Amendments
Submitted for City Council Approval June 18, 2018

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730	EXPENDITURES					
731	FISCAL YEAR - 7-18					
732		ORIGINAL	ACTUAL	AMENDED	OVER	
733	DEBT SERVICE	BUDGET	MAY 31	JUNE	(UNDER)	
734						
735	E/F Sewage Disposal Bonds	0	0	0	0	
736	E/F Meter/Interceptor	0	0	0	0	
737						
738	Total - Debt Service	0	0	0	0	
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743	EXPENDITURES					
744	FISCAL YEAR - 17-18					
745	CAPITAL ACQUISITION	ORIGINAL	ACTUAL	AMENDED	OVER	
746		BUDGET	MAY 31	JUNE	(UNDER)	
747						
747	Water/Sewer	0	0	0	0	
748	General Capital Expenditures	91,500	140,029	140,029	48,529	Vehicle replacement from accident. Partially offset from insurance reimbursement
749						
750	Total - Capital Acquisition	91,500	140,029	140,029	48,529	
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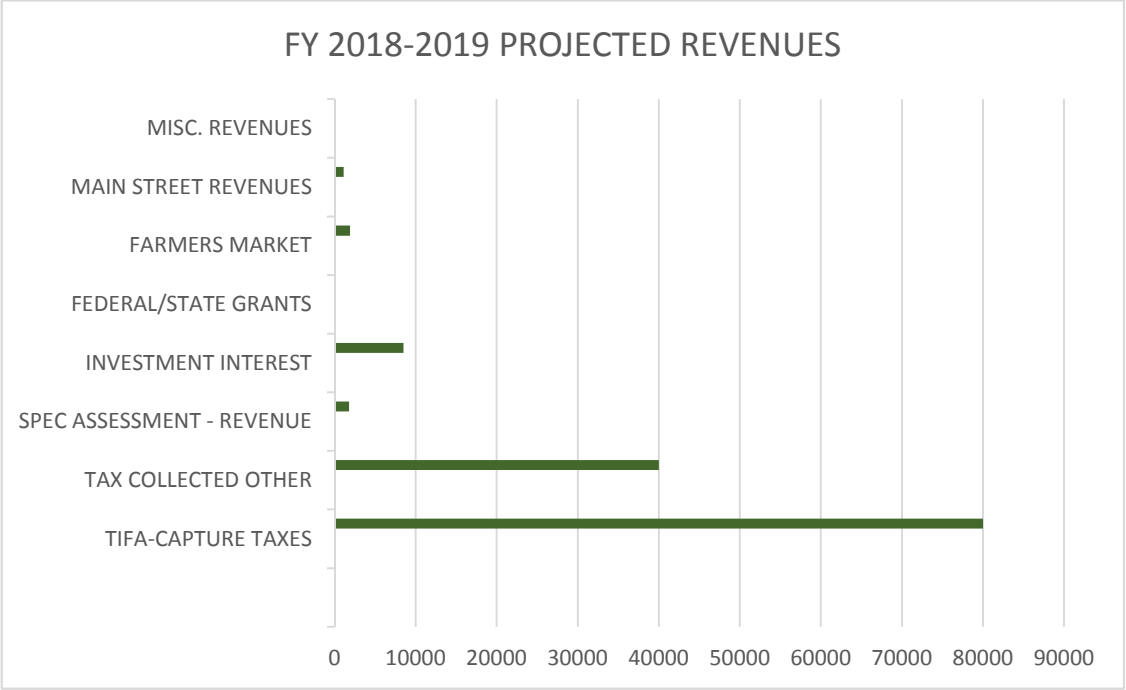
**LATHRUP VILLAGE
DOWNTOWN DEVELOPMENT AUTHORITY
FY 17-18 REVENUES**

REVENUES	ORIGINAL BUDGET	ACTUAL 31-May	AMENDED JUNE	OVER (UNDER)
TIFA-CAPTURE TAXES	75,000	85,252	85,252	10,252
TAX COLLECTED OTHER	37,670	37,567	37,567	(103)
SPEC ASSESSMENT - REVENUE	1,800	1,800	1,800	-
INVESTMENT INTEREST	7,200	11,353	11,353	4,153
FEDERAL/STATE GRANTS	-	-	-	-
FARMERS MARKET	6,000	-	-	(6,000)
MAIN STREET REVENUES	5,000	-	-	(5,000)
MISC. REVENUES		8,147	8,147	8,147
Total Revenues	132,670	144,119	144,119	22,302

**LATHRUP VILLAGE
DOWNTOWN DEVELOPMENT AUTHORITY
FY 17-18 EXPENDITURES**

EXPENDITURES	ORIGINAL BUDGET	ACTUAL 31-May	AMENDED JUNE	OVER (UNDER)
SALARIES & WAGES	57,045	51,460	56,260	(785)
EMPLOYEE TAXES & BENEFITS	17,906	23,766	26,066	8,160
PART TIME SEASONAL CREW	-	-	-	-
LEGAL SERVICES	1,000	-	-	(1,000)
PUBLIC RELATIONS/SERVICES	-	-	-	-
OFFICE SUPPLIES	300	-		(300)
TAX TRIBUNAL RETURNS	2,000	-	-	(2,000)
AUDITING & ACCOUNTING	800	800	800	-
TRAINING/MEMBERSHIP	1,120	590	590	(530)
MAIN STREET PROGRAM	831	6,072	6,072	5,241
STREETSCAPING	1,000	2,540	2,540	1,540
PLANNING/CONSULTING FEES	15,600	16,060	16,060	460
FARMERS MARKET	24,268	16,898	17,498	(6,770)
PRINTING/PUBLICATION COSTS	1,000	2,864	2,864	1,864
POSTAGE FEES	300	-	-	(300)
REPAIRS & MAINTENANCE	6,000	8,061	8,917	2,917
MISCELLANEOUS EXPENDITURES	500	1,180	1,230	730
DEPRECIATION INFRASTRUCTURE	-			-
CAPITAL EXPENDITURE	3,000	8,151	8,151	5,151
SIGN GRANT PROGRAM	-	683	683	683
FAÇADE GRANT PROGRAM	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	132,670	139,124	147,731	15,061

REVENUE				PROJECTED
SOURCES				FY 18-19
TIFA-CAPTURE TAXES				80,000
TAX COLLECTED OTHER				40,000
SPEC ASSESSMENT - REVENUE				1,800
INVESTMENT INTEREST				8,500
FEDERAL/STATE GRANTS				-
FARMERS MARKET				1,910
MAIN STREET REVENUES				1,100
MISC. REVENUES				
Total Revenues				133,310





COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FROM: Sheryl L. Mitchell, City Administrator
DATE: June 18, 2018

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 \$39,000. This has been included in the FY 2018-2019 Budget.

Suggested Motion:

To allow the Interim City Administrator to enter it to this agreement with Plante & Moran for our upcoming audit for Fiscal Year 2017-2018.

Motion by _____, Seconded by _____,

June 13, 2018

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 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 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, 2018.

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, Plante Moran can be available to provide such additional services if and to the extent provided for in a separate, signed engagement agreement.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on August 13, 2018. We anticipate that our on-site audit work will end on approximately August 17, 2018 and that our report will be issued by October 31, 2018.

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 Plante Moran staff expends at our current hourly rates. We estimate that our fee for this engagement will be approximately \$39,000, plus all reasonable and necessary travel and out-of-pocket costs incurred.

For the fiscal year ended June 30, 2018, the City will be required to implement GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. As a result, there will be additional time incurred during the audit related to the implementation. Additional fees for implementation will be based on actual time incurred and billed at discounted current hourly rates.

June 13, 2018

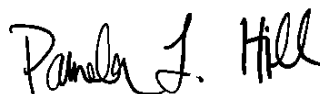
Invoices for audit services will be rendered as services are provided. Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added,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

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 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



Dr. Sheryl Mitchell

June 18, 2018

Date

City Administrator
Title

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 June 13, 2018 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.

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 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

Professional Services Agreement – Audit Services

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.

Professional Services Agreement – Audit Services

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. 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.
- 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

Professional Services Agreement – Audit Services

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
FR: Sheryl L. Mitchell, City Administrator
DA: June 18, 2018

RE: **MOTION TO APPROVE AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE ARTICLE 2.0 DEFINITIONS TO ADD A DEFINITION TO SECTION 2.2 AND TO AMEND ARTICLE 4.6 TO UPDATE THE STANDARDS FOR WIRELESS COMMUNICATIONS FACILITIES**

The City of Lathrup Village's Planning Commission held a public hearing on May 29, 2018 and voted to recommend the amendments to Section 4.6 of the Zoning Ordinance in order for wireless communications facilities requirements would be consistent with state and federal law..

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

City Administrator is recommendaing approval.

Suggested Motion:

To approve an ordinance to amend the City of Lathrup village Zoning Ordinance Article 2.0 definitions to add a definition to Section 2.2 and to Amend Article 4.6 to update the standards for wireless communications facilities

Motion by _____, Seconded by _____,



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 18, 2018

RE: **MOTION TO APPROVE AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE SECTION 7.9.6 TO REMOVE PROVISIONS RELATING TO ZONING AMENDMENTS TO BE CONSISTENT WITH STATE LAW**

The City of Lathrup Village's Planning Commission held a public hearing on May 29, 2018 and voted to recommend the amendments to Section 7.9.6 of the Zoning Ordinance to remove provisions related to referendum language, in order to make it consistent with state law.

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

City Administrator is recommending approval.

Suggested Motion:

To approve an ordinance to amend the City of Lathrup village Zoning Ordinance Section 7.9.6 To Remove Provisions Relating To Zoning Amendments To Be Consistent With State Law

Motion by _____, Seconded by _____,

memorandum

DATE: June 15, 2018

TO: Ken Marten, Assistant City Manager/DDA Director
City of Lathrup Village

FROM: Jill Bahm, AICP & Matt Wojciechowski, Giffels Webster

SUBJECT: Zoning Ordinance Amendments

At its May 29, 2018 meeting, the Planning Commission held public hearings for the following zoning amendments:

- **Wireless Communications Facilities:** Amendments to Section 4.6 to update the city's provisions for wireless communications facilities to be consistent with state and federal law.
- **Zoning Amendments:** Amendment to Section 7.9 to remove the provision for a referendum, to be consistent with state law, which prohibits referenda for zoning amendment matters.

There were no members of the public at the hearings. The Planning Commission took action to recommend that city council approve both amendments. For additional information, please see additional correspondence to the Planning Commission that follows.

memorandum

DATE: May 25, 2018

TO: Ken Marten, Assistant City Manager/DDA Director
City of Lathrup Village

FROM: Jill Bahm, AICP & Matt Wojciechowski, Giffels Webster

SUBJECT: Zoning Ordinance Amendments

In 2017, the Planning Commission considered several zoning ordinance amendments as part of our Zoning Ordinance Health Checkup. At its April 24, 2018 meeting, the Planning Commission set public hearings for the following zoning amendments:

- **Wireless Communications Facilities:** Amendments to Section 4.6 to update the city's provisions for wireless communications facilities to be consistent with state and federal law.
- **Zoning Amendments:** Amendment to Section 7.9 to remove the provision for a referendum, to be consistent with state law, which prohibits referenda for zoning amendment matters.

In addition to the above noted amendments, the Planning Commission previously discussed several other amendments, including the following:

- **Priority Amendments**
 - **Village Center District:** Review permitted uses as well as update site standards
 - **Sign Standards:** Update definitions and provisions for temporary signs to comply with recent case law
- **Residential Districts**
 - Update intent statements to better reflect Master Plan
 - Explore provisions for accessory dwelling units
 - Consider updating height for accessory structures
- **Non-residential districts:** Update outdated standards
- **Site Standards:** Updated outdated standards
- **Development and Administrative Review Standards:** Update the development review process, including procedures for site plan and special land use approval.

We look forward to discussing the two draft amendments at the May 29, 2018 public hearing and to continuing our discussions on the additional amendments in the months ahead.

ORDINANCE NO. ____

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE
ARTICLE 2.0 DEFINITIONS TO ADD A DEFINITION TO SECTION 2.2 AND TO AMEND ARTICLE 4.6
TO UPDATE THE STANDARDS FOR WIRELESS COMMUNICATIONS FACILITIES

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. ORDINANCE AMENDMENT.

That the City of Lathrup Village Zoning Ordinance, Article 2.0 Definitions shall be amended to add a definition to Section 2.2 to update the terms for wireless communications facilities.

Wireless communication facilities. All structures and accessory facilities relating to the use of the radio frequency spectrum for the purpose of transmitting or receiving radio signals. This may include, but shall not be limited to radio towers, television towers, telephone devices and exchanges, microwave relay towers, telephone transmission equipment buildings and commercial mobile radio service facilities. Not included within this definition are citizen band radio facilities; short wave facilities; ham, amateur radio facilities; satellite dishes; and, governmental facilities that are subject to state or federal law or regulations that preempt municipal regulatory authority.

- ***Antenna.*** Any exterior transmitting or receiving device mounted on a tower, building or structure and used in communications that radiate or capture electromagnetic waves, digital signals, analog signals, radio frequencies (excluding radar signals), wireless telecommunications signals or other communication signals.
- ***Attached wireless communications facilities (antennae).*** Wireless communication facilities that are affixed to existing structures, such as existing buildings, towers, water tanks, utility poles, and the like. A wireless communication support structure proposed to be newly established shall not be included within this definition.
- ***Base Station.*** A structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined herein or any equipment associated with a tower. Base Station includes, without limitation:
 - i. Equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
 - ii. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including Distributed Antenna Systems (“DAS”) and small-cell networks).
 - iii. Any structure other than a tower that, at the time the relevant application is filed with the City of Lathrup Village under this section, supports or houses equipment described herein that has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing that support.

The term does not include any structure that, at the time the relevant application is filed with the City of Lathrup Village under this section, does not support or house equipment described above.

- **Collocation.** The location by two or more wireless communication providers of wireless communication facilities on a common structure, tower, or building, with the view toward reducing the overall number of structures required to support wireless communication antennae within the city.
- **Eligible facilities request.** Any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:
 - i. Collocation of new transmission equipment;
 - ii. Removal of transmission equipment; or
 - iii. Replacement of transmission equipment.
- **Eligible support structure.** Any tower or base station as defined in this section, provided that it is existing at the time the relevant application is filed with the City of Lathrup Village under this section.
- **Existing.** A constructed tower or base station is existing for purposes of this section if it has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, provided that a tower that has not been reviewed and reviewed because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this section.
- **Site.** For towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower and any access or utility easements currently related to the site, and, for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground.
- **Substantial Change.** A modification substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:
 - i. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than 10% or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than 10% or more than ten feet, whichever is greater
 - ii. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the Tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet;
 - iii. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four cabinets; or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing

ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than 10% larger in height or overall volume than any other ground cabinets associated with the structure;

- iv. It entails any excavation or deployment outside the current site;
 - v. It would defeat the concealment elements of the eligible support structure;
 - vi. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment, provided however that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in paragraphs (g)(i)-(g)(iv) of this section
- **Wireless communication support structures (towers).** Structures erected or modified to support wireless communication antennae. Support structures within this definition include, but shall not be limited to, monopoles, lattice towers, light poles, wood poles and guyed towers, or other structures which appear to be something other than a mere support structure.

PART II. ORDINANCE AMENDMENT.

That the City of Lathrup Village Zoning Ordinance, Section 4.6 be amended to remove the existing standards and add new standards for wireless communications facilities as follows:

4.6 WIRELESS COMMUNICATION FACILITIES AND SERVICES.

1. **Purpose.** The purpose of this section is to permit facilities within the city that are necessary for the operation of wireless communications systems.
 - A. In recognition of the public need and demand for advanced telecommunication and information technologies and services and the impacts such facilities may have on properties within the city, it is the further intent of this section to:
 - i. Maximize the use of existing and future wireless communication facilities by encouraging co-location of multiple antennae on a facility where feasible.
 - ii. Consider public health and safety in the location and operation of wireless communications facilities, and protect residential areas, community facilities, historic sites and buildings from potential adverse impacts of such facilities.
 - iii. Minimize the adverse visual and other impacts of such facilities through innovative design, adequate screening, sufficient setback area, and timely removal of facilities upon the discontinuance of use.
 - iv. Minimize the adverse impacts caused by these facilities on the public health and safety of persons and property within the city, as well as to minimize the adverse aesthetic impacts caused by these facilities.
 - B. It is not the intent of this section to materially limit wireless transmission or reception, or unnecessarily burden access to wireless services or competition among different communication providers.
2. **Application Review.**
 - A. **Application.** The City of Lathrup Village shall prepare and make publicly available an application form which shall be limited to the information necessary for the City of Lathrup Village to consider whether an application is an Eligible Facilities Request. The application may not require the applicant to demonstrate a need or business case for the proposed modification.

- B. **Type of Review.** Upon receipt of an application for an Eligible Facilities Request pursuant to this Chapter, the Building Department shall review such application to determine whether the application so qualifies.
 - C. **Timeframe for Review.** 60 days of the date on which an applicant submits an application seeking approval under this Chapter, the City of Lathrup Village shall approve the application unless it determines that the application is not covered by this section for Eligible Facilities.
 - D. **Tolling of the Timeframe for Review.** The 60-day review period begins to run when the application is filed, and may be tolled only by mutual agreement by the City of Lathrup Village and the applicant, or in cases where the Building Department determines that the application is incomplete. The timeframe for review is not tolled by a moratorium on the review of applications.
 - i. To toll the timeframe for incompleteness, the City of Lathrup Village must provide written notice to the applicant within 14 days of receipt of the application, specifically delineating all missing documents or information required in the application.
 - ii. The timeframe for review begins running again when the applicant makes a supplemental submission in response to the City of Lathrup Village's notice of incompleteness.
 - iii. Following a supplemental submission, the City of Lathrup Village will notify the applicant within 5 days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The timeframe is tolled in the case of second or subsequent notices pursuant to the procedures identified in paragraph (d) of this section. Second or subsequent notices of incompleteness may not specify missing documents or information that were not delineated in the original notice of incompleteness.
3. **Collocations Allowed by Administrative Approval or Requiring Site Plan Approval.** For proposed collocations that meet 1-4 below, review fees shall not exceed the actual review and processing fees or \$1,000, whichever is less. Any proposed collocation that meets items 1 & 2 below, but not 3 & 4, shall follow the procedures for site plan review as provided in Chapter 82. Administrative approval shall be granted if the following conditions are met:
- A. Equipment must be collocated on an existing wireless communications support structure or in an existing wireless equipment compound.
 - B. The existing wireless support structure or existing equipment compound is in compliance with the provisions of this Ordinance or was approved by the City of Lathrup Village.
 - C. The proposed collocation would not do any of the following:
 - i. Increase the overall height of the wireless communications support structure by more than 20 feet or 10% of its original height, whichever is greater.
 - ii. Increase the width of the wireless communications support structure by more than the minimum necessary to permit collocation.
 - iii. Increase the area of the existing equipment compound to greater than 2,500 square feet.
 - D. The proposed collocation complies with the terms and conditions of any previous final approval of the wireless communications support structure or equipment compound by the approving body.
4. **New Facilities Permitted as Special Land Uses in the PS District.** Wireless communication facilities with monopole support structures shall be permitted as special land uses only, in the PS district. If located on the same parcel with another permitted use, such facilities and any other structures connected therewith shall not be located in a front yard.
5. **New Facilities Permitted as Special Land Uses in Other Non-Residential Districts.** If an applicant can

demonstrate to the satisfaction of the Planning Commission that a location permitted in in sections c and d above cannot reasonably meet the coverage and/or capacity needs of the applicant, and the applicant can demonstrate that it has reasonably exhausted all efforts to locate its facility in accordance with subparagraph c and d above, a wireless communication facility with a monopole support structure may be permitted as a special land use or a special accessory use within all other non-single family residential zoning districts, subject to the following standard:

- A. Wireless communication support structures in such locations shall be of an alternative or stealth design such as (without limitation) a steeple, bell tower, tree, or other form which is compatible with the existing character of the proposed site, the adjacent neighborhoods, and the general area, as approved by the Planning Commission.
6. **Required information.** The following information shall be provided for all new wireless communication facilities permitted as special land uses in Sections d-e above:
- A. *Site plan.* A site plan shall be prepared in accordance with this ordinance, showing drawings for all proposed attached wireless communication facilities or wireless communication support structures.
 - B. *Demonstration of need.* The applicant shall demonstrate the need for the proposed wireless communication support structure due to a minimum of one of the following:
 - i. Proximity to an interstate or limited-access highway or major thoroughfare.
 - ii. Proximity to areas of population concentration.
 - iii. Proximity to commercial or industrial business centers.
 - iv. Avoidance of signal interference due to buildings, woodlands, topography, or other obstructions.
 - v. Other specific reasons.
 - C. *Service area and power.* As applicable, a description of the existing and planned service areas, wireless communication support structure height and type, and signal power expressed in effective radiated power (ERP) upon which the service area has been planned.
 - D. *Map of nearby facilities.* A map showing existing or proposed wireless communication facilities within the city, and further showing existing and known proposed wireless communication facilities within a seven-mile radius which are relevant in terms of potential collocation or in demonstrating the need for the proposed facility. If the information is on file with the city, the applicant shall update as needed. A written request for confidentiality must be prominently stated by the applicant.
 - E. *Data on nearby facilities.* For each location identified by the applicant/provider, the applicant shall include the following data, if known, with the applicant/provider expected to exercise reasonable diligence to obtain information:
 - i. The structural capacity and whether it can accommodate the applicant's facility, as proposed or modified.
 - ii. Evidence of property owner approvals.
 - iii. Whether the location could be used by the applicant/provider for placement of its attached wireless communication facility; if the location cannot be used, a disclosure of the technological considerations involved, with specific reference to how use of the location would prohibit the applicant/provider from providing services.
 - F. *Fall zone certification.* To determine the required setbacks, a State of Michigan registered engineer shall submit a determination and certification regarding the manner in which the proposed

structure will fall. The fall zone or collapse distance as cited in the certification shall be the minimum setback required from a property line or occupied structure. In the absence of an engineer's certification, the minimum setback shall equal 75 feet or the height of the tower, whichever is greater.

- G. *Description of security for removal.* A performance guarantee shall be required for the wireless communication support structure to ensure removal and maintenance, in accordance with this section. The security shall be in the form of a performance bond or dedicated escrow account placed with the city for coverage of stated purposes, and may be required as part of a development agreement between the city and the applicant. The security shall be a promise of the applicant and owner of the property to remove the facility in accordance with the requirements of this section, with the provision that the applicant and owner shall pay costs and attorney's fees incurred by the city in securing removal.
 - H. *FCC and FAA approval.* The applicant shall provide proof of approval for the location and design of the wireless communication facility from the Federal Aviation Administration (FAA), Federal Communications Commission (FCC), and Michigan Aeronautics Commission (MCC).
 - I. *Lot area.* All wireless communication facilities shall be located on a minimum of a one-half acre parcel and shall have direct or deeded access to a public road right-of-way. Verification of said access shall be provided upon application for approval.
 - J. *Screening.* All existing vegetation shall be shown on the site plan and shall be preserved during and after installation to the maximum extent possible. Furthermore, additional landscaping shall be required in accordance with the provisions of this chapter for the district in which it is located.
 - K. *Security information.* All wireless communication sites shall be fenced with appropriate material with a minimum height of six feet and a maximum height of eight feet. All accessory buildings shall be located within the fenced area. The use of barbed wire, electric current or charge of electricity is strictly prohibited.
7. **Compatibility of support structures.** Wireless communication support structures shall not be injurious to the neighborhood or detrimental to the public safety and welfare. Support structures shall be harmonious with the surrounding areas, and aesthetically and architecturally compatible with the natural environment. In addition, all structures shall be equipped with an anti-climbing device to prevent unauthorized access.
8. **Maximum height.** The maximum height of wireless communication support structures with capacity for collocation shall be the lesser of 125 feet, the minimum height demonstrated to be necessary by the applicant, or such lower heights as required and approved by the Federal Aviation Administration.
- A. The applicant shall demonstrate a justification for the height and provide an evaluation of alternative designs that might result in lower heights.
 - B. Accessory buildings shall be limited to the maximum height for accessory structures within respective zoning districts.
9. **Setbacks from all zoning districts.** Wireless communication support structures shall have a minimum setback of 75 feet.
10. **Variances.** The Zoning Board of Appeals may grant variances for the setback of a wireless communication support structure to accommodate a change that would reduce its visual impact, to meet the required collocation standards, or otherwise be in compliance with Federal and state laws or regulations. The Zoning Board of appeals may also grant variances for the height of a support structure in cases where a variance would permit additional collocations.

11. **Compatibility of accessory structures.** Wireless communication facilities proposed on the roof of a building with an equipment enclosure shall be architecturally compatible with the principal building upon which they are located. The equipment enclosure may be located within the principal building or may be an accessory building, provided the accessory building conforms with all district requirements for accessory buildings and is constructed of the same or compatible building material as the principal building.
12. **Appearance of support structures.** The color of wireless communication support structures and all accessory buildings shall minimize distraction, reduce visibility, maximize aesthetics, and ensure compatibility with its surroundings. The applicant shall be responsible for the maintenance of the wireless communication facility in a neat and orderly condition, as well as maintaining the safety of the site and structural integrity of any structures.
13. **Federal and state requirements.** The requirements of the Federal Aviation Administration, Federal Communication Commission, and Michigan Aeronautics Commission shall be noted on the site plan. Structures shall be subject to any state and federal regulations concerning non-ionizing electromagnetic radiation. Furthermore, if more restrictive state or federal standards are adopted in the future, the antenna shall be made to conform to the extent required by such standard or the approval and permit for the structure shall be subject to revocation by the city. The cost of testing and verification of compliance shall be borne by the operator of the antenna.
14. **Lighting.** Lighting on a wireless communication facility shall be prohibited unless otherwise required by the Federal Aviation Administration or Michigan Aeronautics Commission. The Planning Commission may require a height reduction to eliminate the need for lighting unless the applicant provides adequate technical data demonstrating the need for the requested height, including an analysis demonstrating that other sites are unavailable or inadequate for their purposes.
15. **Collocation offer required.** An application for a new wireless communication support structure shall include a letter from the applicant to all potential users offering an opportunity for collocation. If, during a period of 30 days after the notice letters are sent to potential users, a user requests in writing to collocate on the new support structure, the applicant shall accommodate the request(s) unless collocation is not feasible based on the criteria of this section.
16. **Removal.** When a wireless communication facility has not been used for 180 consecutive calendar days, the party who owns or controls such a facility shall notify the city in writing of its discontinued use and shall undertake removal of all or parts of the wireless communication facility by the users or owners or their successors of the facility and owners of the property on which the facility is located within 90 days of notifying the city.
 - A. The removal of antennae or other equipment from the facility, or the cessation of operations (transmission or reception of radio signals) shall be considered as the beginning of a period of non-use. The situation(s) in which removal of a wireless communication facility is required may be applied and limited to a portion of the facility.
 - B. Upon the occurrence of one or more of the events requiring removal, the property owner or persons who had used the wireless communication facility shall immediately apply for and secure the application for any required demolition or removal permits, and immediately proceed with and complete the demolition/removal, restoring the condition which existed prior to the construction of the facility.
 - C. If the required removal of the wireless communication facility or a portion thereof has not been lawfully completed within 60 days of the applicable deadline, and after at least 30 days written notice sent by certified mail, the city may remove or secure the removal of the facility or required portions thereof, with its actual costs and reasonable administrative charges to be drawn or

collected from the security posted at the time application was made for establishing the facility or, if necessary, through appropriate judicial remedies.

17. **Radio frequency emission standards.** Wireless communication facilities shall comply with applicable federal and state standards relative to electromagnetic fields and the environmental effects of radio frequency emissions.
18. **Effect of approval.** Final approval for a wireless communication support structure shall be effective for a period of 180 calendar days. One extension of up to an additional 180 calendar days may be granted, provided that a written request is submitted prior to the expiration date.

PART III. SAVINGS CLAUSE.

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

PART IV. SEVERABILITY.

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

PART V. REPEALER.

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

PART VI. EFFECTIVE DATE; PUBLICATION.

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

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ day of ____, 2018

Yvette Talley, City Clerk

Date of Introduction:

Date of Adoption:

Date of Publication of Notice of Adoption:

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the ____ day of ____, 2018

Yvette Talley, City Clerk

ORDINANCE NO. ____

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

**AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE ZONING ORDINANCE
SECTION 7.9.6 TO REMOVE PROVISIONS RELATING TO ZONING AMENDMENTS TO BE CONSISTENT
WITH STATE LAW.**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. ORDINANCE AMENDMENT.

That the City of Lathrup Village Zoning Ordinance, Section 7.9.6 be amended to remove the section as follows:

~~6. Referendum. Within 30 days following the passage of the zoning ordinance, a petition signed by a number of qualified and registered voters may be filed with the city clerk requesting submission of an ordinance or part of an ordinance to the electors for their approval, in accordance with section 402 of Michigan Public Act 110 of 2006, as amended.~~

PART II. SAVINGS CLAUSE.

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

PART III. SEVERABILITY.

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

PART IV. REPEALER.

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

PART V. EFFECTIVE DATE; PUBLICATION.

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

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ day of ____, 2018

Yvette Talley, City Clerk

Date of Introduction:

Date of Adoption:

Date of Publication of Notice of Adoption:

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the ____ day of ____, 2018

Yvette Talley, City Clerk



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 18, 2018

RE: **FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 50 -
PEDDLERS, SOLICITORS AND CANVASSERS**

A recent application for a Peddler's License identified that the Ordinance needed to be updated.

City Attorney Scott Baker has provided the attached proposed amendments.

The City Administrator, City Clerk and Police Chief have reviewed the proposed amendments.

The City Administrator is recommending approval.

Motion by _____, Seconded by _____,

TO:

Approve the First Reading of an Ordinance To Amend Chapter 50 - Peddlers, Solicitors And Canvassers. And Set July 23, 2018 for the Second Reading and Adoption.

Motion by _____, Seconded by _____,

ORDINANCE NO. ____-18

CITY OF LATHRUP VILLAGE

OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND CHAPTER 50, PEDDLERS, SOLICITORS AND CANVASSERS IN ITS ENTIRETY

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

Section 1 of Ordinance. Amendment of Chapter 50

Chapter 50, Peddlers Solicitors and Canvassers, is hereby added in its entirety to read as follows:

ARTICLE I. – IN GENERAL

Sec. 50-1. - Purpose.

The purpose of this article is to establish regulations relating to peddlers, solicitors and canvassers in the City in order to preserve individual rights of privacy and quiet enjoyment of property, while simultaneously protecting the right to free speech.

Sec. 50-2. - Definitions.

As used in this chapter the following words have the meaning indicated:

Canvasser means a person who, without prior specific invitation or appointment, attempts to enlist noncommercial support for or against a particular religion, philosophy, ideology, political party, issue or candidate, even if incidental to such purpose the canvasser accepts the donation of money for or against such cause, or distributes handbills or flyers advertising a noncommercial event or service, including student and youth support and solicitation of proceeds for an educational, recreational, civic or religious purpose which directly benefits the student and/or sponsoring organization.

Peddler means any person who, without prior specific invitation or appointment, offers, exposes for commercial sale or makes available for a commercial price, makes, sells and/or delivers commercial articles to purchasers, or takes or attempts to take commercial orders for sale of goods, foodstuffs, or services of any kind, for immediate or future delivery or performance, whether or not such person has, carries or exposes for sale a sample of the subject of such sale or whether or not he or she is collecting advance payments on such sale, by any of the following means:

- (1) Traveling by foot, automotive vehicle, or other conveyance, from place to place, house to house, or street to street, carrying, conveying or transporting such goods, wares, merchandise or foodstuffs;
- (2) Hiring, leasing or occupying any building or structure for the exhibit or sale of such goods, foodstuffs, or services, while not on the City tax rolls, including a

person who associates temporarily with a local merchant or dealer, which building or structure is not otherwise used for that purpose;

- (3) Offering out of doors such goods, foodstuffs or services from a stationary cart, stand, wagon, automotive vehicle or from one's person.

Person means any individual, firm, co-partnership, corporation, company, association, or joint stock association, house of worship, religious sect or denomination, society, organization or league, and includes any trustee, receiver, assignee, subcontractor, agent or other similar representative thereof.

Solicitor means a person who, without prior specific invitation or appointment, attempts to obtain a commercially driven donation for a particular patriotic, philanthropic, social service, welfare, benevolent, educational, civic, fraternal, charitable, political or religious purpose, even if incidental to such purpose there is the sale of some good or service, or distributes a handbill or flyer advertising a commercial event or service.

Student means any boy or girl who is enrolled on a regular basis in any private or public school or other educational institution within the state.

Secs. 50-3—50-30. - Reserved.

ARTICLE II. – PERMITS AND LICENSE

Sec. 50-31. - Identification—Application—Duration—Transferability—Fees.

- (a) No person shall act as a peddler or as a solicitor within the City without first supplying identification information in accordance with this article. A canvasser is not required to supply identification information; however, canvassers may voluntarily submit identification information to the city clerk for their own business purposes. Processing identification information does not constitute an endorsement by the City of the subject activity.
- (b) Any person may apply for peddling/soliciting activity by supplying identification information to the city clerk and the city police department on city forms at the city office, during regular office hours.
- (c) Any person applying for peddling/soliciting must provide the following information to the city clerk and the city police department:
 - (1) Name of applicant;
 - (2) The name, physical description and two photographs (two inches by two inches) of each person participating in the peddling/soliciting activity. A driver's license, state identification card, passport, or other government-issued identification card containing this information must be provided;
 - (3) The employer name, supervisor name, contact information for employer and supervisor, and length of time of such employment;
 - (4) The permanent and local address, if any, of the applicant and of each person for whom peddling/soliciting permission is requested;
 - (5) A description sufficient for identification of the subject matter and method of the activity in which the applicant will engage, including the name and permanent address of the business offering the subject event, activity, good(s) or service or the name and permanent address of the person for whom donations (or proceeds) are accepted;
 - (6) A list of all infraction(s), offense(s), misdemeanor and/or felony convictions of each person peddling/soliciting for the ten years immediately prior to the application. A waiver to perform a criminal background search shall be provided by the City which must be signed by each person;
 - (7) A declaration by the applicant whether he/she is required by local, state or federal laws to register as a sex offender;
 - (8) The motor vehicle make, model, year, color, state license plate and number of any vehicle which will be used by each person peddling/soliciting;
 - (9) The mailing or web-site address where residents having subsequent questions can go for more information;
 - (10) Copies of literature to be distributed, other municipal references, etc.

- (d) This article shall not apply to a federal, state or local government employees or a public utility employee in the performance of his/her duty for his/her employer.
- (e) Information submitted under this section shall remain valid for up to six months. Updated information is required to be submitted to the city clerk and the city police department for any peddling/soliciting activity conducted beyond six months after the current application.
- (f) Any permit or license approved and issued under this article shall be nontransferable. Solicitors and peddlers shall be required to obtain and carry permits, irrespective of whether employed by another permittee.
- (g) An application for peddling/soliciting shall be accompanied by a fee.

Sec. 50-32. - Filing false application.

No person shall knowingly file or cause to be filed an application for peddling/soliciting or a document supporting such an application containing one or more false statements.

Sec. 50-33. – Review of Application

- (1) Upon receipt of an application for a license or registration, the city clerk shall first review the application to determine that it is complete and that all required information has been submitted. The city clerk shall also determine if the organization or business listed in the application is a bona fide organization or business registered in the state. The city clerk shall then transmit the application to the city police department for review and investigation. The city clerk may also transmit the application to the city administrator, city attorney or other officials for review and investigation, as deemed necessary.
- (2) The city police department shall be requested to report whether the application complies with the laws and ordinances of the City, and whether the information provided in the application is consistent with records maintained or available for review by law enforcement agencies. The city police department shall report his findings in writing to the city clerk.
- (3) If requested by the city clerk, the city administrator, city attorney or other officials shall also report their findings in writing. The findings of the city police department, city attorney and other officials shall be reported to the city clerk within two business days after they receive the application. However, an extension of such time may be permitted if more time is required to properly investigate all aspects of the application.

Sec. 50-34 - Action by city clerk.

- (a) After reviewing the reports from the city police department and other officials as set forth in subsection 50-33 of this Article, the city clerk shall make a decision on the application, and submit a written statement of the findings and determination to the applicant. The city clerk shall not issue a license or approve the registration if any of the following conditions exist:

- (1) The city police department issues an unfavorable report regarding the application.
- (2) The application is found to be incomplete, inaccurate or untruthful.
- (3) Facts or statements are materially misrepresented on the application.
- (4) The applicant has been convicted within the past ten years of a violation of any federal or state statute or regulation, or of any local ordinance, which negatively reflects upon the applicant's ability to conduct the business for which the license is being sought in a professional, honest and legal manner. Such violations include, but are not limited to, burglary, theft, larceny, embezzlement, swindling, fraud, any offense that requires registration on any sexual offender's list, unlawful business practices and any other form of actual or threatened physical harm against any person, or a conviction for an attempt of any of the foregoing; or the applicant has any outstanding warrants for any crime.
- (5) The organization or business listed in the application is found not to be a bona fide organization or business registered in the state.

Sec. 50-35. - Revocation of peddling/soliciting activity.

- (a) Peddling/soliciting activity may be revoked for any of the following reasons:
 - (1) The peddler/solicitor has violated any of the provisions of this article, this Code for the City, or any statute of the state.
 - (2) Fraud, misrepresentation, or incorrect statements have been made by the peddler/solicitor in the course of carrying on an activity or in application for peddling/soliciting activity.
 - (3) The peddler/solicitor has been convicted of any felony or misdemeanor involving moral turpitude within the last ten years or while peddling/soliciting in the City.
 - (4) The peddler/solicitor has conducted an activity in such a manner as to constitute a breach of the peace or a menace to the health, safety or general welfare of the public.
- (b) If upon investigation by the City, it is discovered that a peddler/solicitor has violated any regulations of this article, written notice of such violation shall be issued, by certified mail, to that person. Immediately upon the giving of such notice, approval for the peddling/soliciting activity shall become null and void.

Sec. 50-36. - Written notice of suspension, revocation.

Written notice of suspension or revocation of a permit or license issued pursuant to this article, stating the cause therefor, shall be delivered to the licensee or permittee personally or by certified or registered mail, return receipt requested, to the address as shown on the application for the license or permit.

Sec. 50-37. - Right to hearing following denial, suspension, revocation.

Any person whose license or permit issued pursuant to this article is revoked or suspended or any person whose application for a license or permit is denied shall have

the right to a hearing before the city council, provided a written request therefor is filed with the city clerk within ten days following the personal delivery or the date of mailing of the notice of revocation or suspension or within ten days following the denial of the application for a license.

Sec. 50-38. - Other licenses or permits.

Permission obtained under this article shall not relieve any person of the responsibility for obtaining any other permit, license or authorization required by any other ordinance, regulation, statute or administrative rule.

Secs. 50-39—50-50. - Reserved.

ARTICLE III. – DUTIES OF PEDDLERS, SOLICITORS AND CANVASSERS.

Sec. 50-51. - Manner of peddling or soliciting

No peddler or solicitor shall:

- (a) Peddle or solicit upon a premise in defiance of a posted notice stating "No Trespassing" or "No Solicitors or Peddlers";
- (b) Peddle or solicit upon premises which are subject to by-laws or deed restrictions prohibiting such activity, if peddler/solicitor has been informed of prohibition through public notice or other communication;
- (c) Remove any yard sign, door or entrance sign that gives notice to such person that the resident or occupant does not invite visitors;
- (d) Fail to immediately and peacefully depart from a premise when requested to do so by the occupant;
- (e) Use or attempt to use any entrance other than the front or main entrance to a dwelling;
- (f) Fail to accurately reveal all information contained in the application for peddling/soliciting and all information required to be revealed by state law to any person requesting such information;
- (g) Represent that the peddling/soliciting activity approved under this article is an endorsement by the City;
- (h) Occupy a stationary location on a public street, sidewalk, parkway, park, parking lot or any other public property, which is used by pedestrians or persons operating motor vehicles, unless otherwise approved by the City. A peddler or solicitor shall be presumed to have occupied a stationary location if he or she has conducted business in any such public place for a period in excess of ten minutes;
- (i) Use or employ any flashing lights on any vehicle, or any other device for the purpose of attracting attention to any goods, wares or merchandise the peddler or solicitor proposes to sell.

Sec. 50-52. - Food peddlers and solicitors distributing food.

No peddler or solicitor shall be allowed to distribute food until the applicant and any vehicle and equipment used by such applicant are approved by the health department for the state or the county, if such approval is required by law.

Sec. 50-53. - Manner of canvassing.

No canvasser shall:

- (a) Canvass upon a premise in defiance of a posted notice stating "No Trespassing," "No Peddlers or Solicitors" or "No Canvassers";
- (b) Remove any yard sign, door or entrance sign that gives notice to such person that the resident or occupant does not invite visitors;
- (c) Fail to immediately and peacefully depart from a premise when requested to do so by the occupant;
- (d) Use or attempt to use any entrance other than the front or main entrance to a dwelling;
- (e) Fail to accurately reveal all information required to be revealed by state law to any person requesting such information;
- (f) Represent that the canvassing activity is endorsed by the City.

Sec. 50-54. - Hours in residential areas.

No person shall engage in peddling, solicitation or canvassing in residential areas prior to 9:00 a.m. or after 8:00 p.m. or sunset, whichever is earlier.

Sec. 50-55. - Pushcarts or pedal carts.

In residential areas that include the appropriate pedestrian walkways, pushcarts are restricted to such sidewalks unless otherwise prohibited by local ordinance. In residential areas that include the appropriate pedestrian walkways, pedal carts are restricted to such sidewalks and are permitted on all City streets in accordance with the state vehicle code. Motor vehicles are permitted on all streets in accordance with the state vehicle code. Any peddler, solicitor, or canvasser using a motor vehicle or pedal cart in a street, when stopped, shall place the vehicle parallel to and within 12 inches of the curb and shall depart from such place as soon as the activity is completed.

Sec. 50-56. - Civil infraction.

A person who violates this chapter is responsible for a civil infraction and subject to a fine of not less than \$100.00 or more than \$500.00.

Section 2 of Ordinance. Repealer.

This ordinance repeals any ordinances in conflict thereof.

Section 3 of Ordinance. Severability.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decisions shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 4 of Ordinance. Savings Clause.

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 2 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

Section 5 of Ordinance. Publication and Effective Date.

This ordinance shall be effective upon publication. The City Clerk is hereby ordered and directed to cause this ordinance or a summary of this ordinance to be published in the manner required by law.

Section 6 of Ordinance. Adoption.

That this ordinance was duly adopted by the City of Lathrup Village City Council at its regular meeting called and held on _____, 2018 and was ordered given publication in the manner required by law.

CITY OF LATHRUP VILLAGE

YVETTE TALLEY, City Clerk

Introduction Date: June 18, 2018

Adoption Date: _____, 2018

Publication Date: _____, 2018

Effective Date: _____. 2018



COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members
FR: Sheryl L. Mitchell, City Administrator
DA: June 18, 2018

RE: **First Reading of an Ordinance To Amend Chapter 78, Utilities, Amending Article Iv, Sewage Disposal Systems, Division 1, Generally, Sec. 78-328 (B), Grease Interceptors – Violations And Penalties.**

After a recent incident, Council had requested that the Grease Interceptor Ordinance be updated.

City Attorney Scott Baker will forward the finalized proposed amendments separately.

Motion by _____, Seconded by _____,

TO:

Approve the First Reading of an Ordinance To Amend Chapter 78, Utilities, Amending Article Iv, Sewage Disposal Systems, Division 1, Generally, Sec. 78-328 (B), Grease Interceptors – Violations And Penalties. And Set July 23, 2018 for the Second Reading and Adoption.

Motion by _____, Seconded by _____,

ORDINANCE NO. ____-18

CITY OF LATHRUP VILLAGE

OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND CHAPTER 78, UTILITIES, AMENDING ARTICLE IV, SEWAGE DISPOSAL SYSTEMS, DIVISION 1, GENERALLY, SEC. 78-328 (b), GREASE INTERCEPTORS – VIOLATIONS AND PENALTIES.

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

Section 1 of Ordinance. Amendment of Section 78-328 (b)

Chapter 78, Utilities, Article IV, Sewage Disposal Systems, Division 1, Generally, Section 78-328(b) Grease Interceptors – Violations and Penalties, is hereby amended to read as follows:

Section 78-328 (b) *Violations and penalties.*

- (1) Any property owner or operator of an establishment who violates any provision of this section shall be responsible for a municipal civil infraction and shall, upon a finding of responsibility, be punished by paying a fine of \$500.00. For each subsequent violation of this section, the responsible person or entity shall pay a fine of not less than \$1000.00.

Section 2 of Ordinance. Repealer.

This ordinance repeals any ordinances in conflict thereof.

Section 3 of Ordinance. Severability.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decisions shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 4 of Ordinance. Savings Clause.

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 2 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

Section 5 of Ordinance. Publication and Effective Date.

This ordinance shall be effective upon publication. The City Clerk is hereby ordered and directed to cause this ordinance or a summary of this ordinance to be published in the manner required by law.

Section 6 of Ordinance. Adoption.

That this ordinance was duly adopted by the City of Lathrup Village City Council at its regular meeting called and held on _____, 2018 and was ordered given publication in the manner required by law.

CITY OF LATHRUP VILLAGE

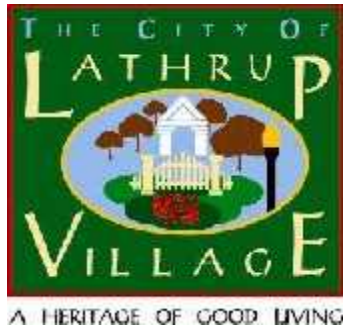
YVETTE TALLEY, City Clerk

Introduction Date: June 18, 2018

Adoption Date: _____, 2018

Publication Date: _____, 2018

Effective Date: _____. 2018



COUNCIL COMMUNICATION:

TO: Mayor and City Council Members

FROM: Sheryl L. Mitchell, City Administrator

DATE: June 18, 2018

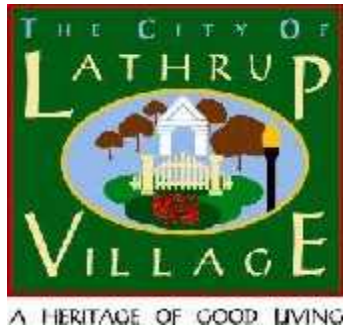
RE: **MOTION TO APPOINT A CITY COUNCIL MEMBER TO THE ELECTION COMMISSION FOR THE AUGUST 7, 2018 PRIMARY ELECTION**

Attached is a Memo from the City Clerk requesting City Council to appoint a member to the Election Commission for the upcoming election.

Motion by _____, Seconded by _____

TO:

APPOINT _____ to the Election Commission for the August 7, 2018 Primary Election.



MEMORANDUM

TO: Sheryl L. Mitchell, City Administrator

FROM: Yvette Talley, City Clerk

DATE: June 18, 2018

RE: Appointment of Election Commission Member
For the August 7, 2018 Primary Election

The Election Commission consists of the City Attorney, City Clerk and a City Council member. The City Council should appoint a member of the Council to be a member of the Election Commission per City Charter.

**PLEASE NOTE: THE ELECTION COMMISISON WILL MEET DIRECTLY AFTER
COUNCIL MEETING**

SEMCOG Delegate/Alternate Designation Form

The following official representatives have been designated to the SEMCOG General Assembly which meets three times per year:

DELEGATE: (the delegate must be an elected official)

Name: DONNA STALLINGS Title: COUNCIL MEMBER

Preferred E-mail: _____

(Please note: E-mail is our primary form of communication)

Preferred Mailing Address: _____

Phone: (include as many as you like)

Business/Office: _____

Home: _____

Mobile/Text: _____

ALTERNATE: (the alternate may be an elected official, staff, or individual selected by the member)

Name: SHERYL L. MITCHELL Title: CITY ADMINISTRATOR

Preferred E-mail: SMITCHELL@LATHRUP VILLAGE.ORG
(Please note: E-mail is our primary form of communication)

Preferred Mailing Address: 27400 SOUTHFIELD RD
SOUTHFIELD, MI 48074

Phone: (include as many as you like)

Business/Office: 248-557-2600

Home: 248-709-2492

Mobile/Text: 248-520-0620

Completed by: Sheryl L. Mitchell Date: 06-01-2018
(Name and Title)
CITY ADMINISTRATOR



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: June 15, 2018

RE: **City Manager Report – Week Ended June 15, 2018**

The following is a highlights from this past week.

-) **Staff Meeting** – June 12th from 9am-10am. Front offices are closed to allow for attendance. Next meeting is scheduled for July 10th.
-) **Staff Evaluations** – are underway as the first step in the performance evaluation process.
-) **Park Regulations Work Group** – meeting to discuss rental policy, signage, alcohol policy, hours, parking, use of restrooms, resident's only considerations.
-) **Cross-Connection Inspections – July 2nd and 3rd** – Anthony Patterson from HydroCorp will be conducting inspections for the Lathrup Village cross-connection control program on Monday, 7/2/18 to Tuesday, 7/3/18.
-) **Bid Opening for Street Improvement Project.** – received 3 bids. Recommended lowest bidder will be presented for council approval at the June 18th meeting.
-) **Lathrup Services** – met with Randy Baldwin to discuss the contract and works towards identify and spell out the scope of services.
-) **Women's Officials Network Breakfast** – attending meeting on June 8th.
-) **Tiger's Baseball Game** – attended game at the invitation of Colette MacDonald Nutton to meet Lathrup Village residents. Had a great time and the Tigers won!

Boards and Committees:

-) **Historic Advisory Commission** – Upon review of the ordinance, it was identified that the ordinance provides for seven (7) members. Five (5) members are currently serving. Applications are being accepted for the two (2) vacant seats.
-) **Planning Commission** – Meeting on Monday, June 18th at 1pm to discuss their Strategic Plan.
-) **SOCCRA** – Met on June 13, 2018 at Ferndale Public Library. Held public hearing and adopted 2018/19 Budget. Rate for Lathrup Village was approved at a total cost

of \$306,530 (\$12,772/cost per billing) and monthly surcharge of \$1,648. New hours for the recycling drop off center are Monday-Friday from 9am-5pm and Saturday from 7am-1pm. Evaluating relocating the drop off center or construct an additional center at another location.

- J) **SOCWA** - Meet on June 13, 2018 at Ferndale Public Library. Held public hearing and adopted 2018/19 Budget. The Water Service Rate for Lathrup Village will be a \$15.67 commodity rate and a monthly fixed charge of \$2,713. The Management staffs of GLWA and DWSD are working on a final agreement that is expected to be approved in June.

UPCOMING EVENTS

- Wednesday, June 20 at 11am – Southfield Area Chamber of Commerce sponsored **ribbon cutting** for Tim Miller, Jr. State Farm, 26630 Southfield Rd.
- **Lathrup Village Farmer's Market** – Wednesday, June 20th, 3:30pm-7:00pm
- **Summer Concert Series** – Wednesday, June 20th, 7pm-8:30pm – Larry Lee & Back in the Day Band
- **Alliance of Rouge Communities (ARC)** – is holding their next meeting on June 20th at 1pm in the Lathrup Village Community Room.
- **SEMCOG – General Assembly** – June 28th at Little Caesar's Arena
- **Food Truck Friday's** begin July 20, 6pm-9pm. Held in the Parking lot by the pavilion. Includes musical performances.
- **Community Policing Event** – Wednesday, July 25th at 6pm.
- **6th Annual Summer Stroll** – Sunday, August 19th, 2pm-7pm
- **Detroit Institute of Arts – Inside/Out Program**, begins August 1 through Oct. 31 – art replicas will be placed throughout the city.
- **6th Annual Lathrup Village Summer Stroll** – Sunday, August 19th, 2pm-7pm
- **Lathrup Village 65th Birthday Celebration – September 8 & 9, 2018.**
- **Election Primary – August 7, 2018**

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

At 7:02 p.m. the Regular meeting was called to order by Vice Chair Miller on Tuesday, May 29, 2018 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present: Karen Miller, Vice Chair
Keith Brown, Secretary
Bruce Kantor, City Council Liaison
Charo Hulleza, Resident
Jason Hammond, Resident

Excused: Mark Piotrowski and Bruce Copus

Staff Present: Yvette Talley, City Clerk and Ken Marten, Interim DDA Director

Also Present: Scott Baker, City Attorney Jill Bahm and Matthew Wojciechowski of Giffels Webster

All present joined in the Pledge of Allegiance.

New members of the Planning Commission, Charo Hulleza and Jason Hammond were sworn in by the City Clerk

PC-30-18 **CALL TO ORDER AND ROLL CALL**

Roll call was taken. Motion by Commissioner Kantor, seconded by Commissioner Brown to excuse Commissioner Mark Piotrowski and Commissioner Bruce Copus from this meeting.

Motion carried.

PC-31-18 **APPROVAL OF AGENDA**

Motion by Commissioner Brown, seconded by Commissioner Kantor to approve the agenda.

Motion carried.

PC-32-18 **MINUTES OF REGULAR MEETING ON APRIL 24, 2018**

Motion by Commissioner Kantor, seconded by Commissioner Brown to approve the minutes of the Regular Meeting of April 24, 2018.

Motion carried.

PC-33-18 **AUDIENCE PARTICIPATION**

There was no audience participation.

PC-34-18 **PUBLIC HEARING FOR WIRELESS COMMUNICATIONS FACILITIES AND ZONING AMENDMENTS (SECTION 7.9)**

Public Hearing was opened by Vice Chair Miller at 7:10 p.m.

Public Hearing was closed at 7:11 p.m.

There were no comments.

PC-35-18 **ACTION ITEMS**

a. Wireless Communications Facilities

Matthew Wojciechowski gave an overview and answered specific questions of the Planning Commissioners.

Jill Bahm gave an overview and answered specific questions of the Planning Commissioners.

Scott Baker, City Attorney said the Planning Commission is the fact finding body and ask all of the tough questions. City Council will receive your recommendation and know that the Planning Commissioner have looked over everything carefully.

Motion by Commissioner Kantor, seconded by Commissioner Brown to recommend approval to City Council of the Wireless Communication Facilities Zoning Amendment.

b. Zoning Amendments: Amend Section 7.9

Jill Bahm gave an overview and answered specific questions of the Planning Commissioners.

Motion by Commissioner Kantor, seconded by Commissioner Hammond to recommend approval to City Council the Zoning Amendments to (Section 7.9).

Motion carried.

PC-36-18 **NEW BUSINESS**

a. Capital Improvements Plan

Jill Bahm gave an overview and answered specific questions of the Planning Commissioners.

Capital Improvement is a 6 year plan for capital improvements/expenditures over \$5,000. Process by which the document is created to take into account the department heads for each department:

Administration, Police Department, DPS, Sewer/Water, Roads, Parks/Recreation.

Department heads put together a list of capital needs over the next 5 year period. Projects were discussed/ranked on the level of need and if it's a critical need or requirement of Federal or State laws. If it's a public safety issue, does it improve the City's ability to provide services, does it save the City money. These all require different rankings. They look at the City's Master Plan, Downtown Development Plan and the Park and Recreation Plan. To make sure items that our implementation strategies are being reflected in our 5 year vision in our annual budget.

Jill Bahm said Redevelopment Ready Community Program have 6 best practices:

Clear vision of the future – we understand what we want to see in the community.

We have Zoning/Parking standards

Development Review process that is clear, straight forward, sufficient, predictable and consistent to one application to the next.

Identify redevelopment sites

Marketing/Communication

Public participation

Since the City of Lathrup Village was one of the first to become a redevelopment ready community, it's time for recertification.

In the future, meetings will take place between, City Council, Planning Commission and Downtown Development Authority discussion of how to bring businesses to the City and to re-tool the resources of the city.

Motion by Commissioner Brown, seconded by Commissioner Kantor to recommend approval to City Council.

Motion carried.

PC-37-18 **OTHER MATTERS FOR DISCUSSION**

None

PC-38-18 **GENERAL COMMUNICATION & CORRESPONDENCE**

a. Planner's Update

Jill Bahm said she wants to assist the Planning Commissioners to get to the place where they want to be. Will discuss the Master Plan in conjunction with redevelopment of parking in the R-1 district.

Keith Brown said if there is going to be redevelopment, there are parking concerns, which needs to be addressed.

The Planning Commission should address accessory structures in non-residential districts and the 5 year update of the master plan.

b. Legal Update

Dhaliwal real estate lawsuit has been dismissed with no cost to the City.

c. Liaison Update

Commissioner Kantor gave an update on the Code Enforcement position. City Administrator, Sheryl Mitchell, will look into filling the position with someone who will be able to cover code enforcement and issue permits.

d. Staff Update

Ken Marten said Angeles Fashions will have a grand opening on June 1st at 4:00 p.m.

Mobile MRI will issue engineering plans.

Amity restaurant will now be a barbeque restaurant called Eddie Smoke's.

Honey Tree's liquor license is at the state level but still moving forward.

PC-39-18 **ADJOURNMENT**

Motion by Commissioner Hulleza, seconded by Commissioner Hammond to adjourn this meeting.

Motion carried.

The meeting adjourned at 8:40 p.m.

Submitted by Yvette Talley

Recording Secretary



LATHRUP VILLAGE MAIN STREET
PROMOTIONS COMMITTEE MEETING
SUMMARY

Monday, June 11, 2018

1. Call to Order: 9:10 a.m.

Members present: Councilperson Frank Brock, Ken Marten, Jim Nelson, Mark Reitenga, Molly Tamsen

2. New Business

- a. **DIA Inside/Out: Aug. 1- Oct. 31:** Marten provided update on program
- b. **65th Birthday Bash: Sept. 8-9:**
 - i. Elements discussed for possible inclusion in the festival: Live music; food trucks; DIA trailer; two bounce houses or similar activities (from OC WAPP); tournaments for cornhole, bacci ball, ladder golf; petting zoo; beer tent; classic car show
 - ii. Groups for possible inclusion/sponsorship/volunteering: Fortson Dentistry, Lions Club, Community Foundation, Historical Society, Optimists Club, Children's Garden, homeowners association, Hortulus Gardens

3. Old Business

- a. **New Chair: Tamsen:** Marten and Tamsen have yet to meet and discuss; will accomplish before July meeting
- b. **Farmers Market Update:** 2 or 3 farmers will be joining the market, and a seafood vendor
- c. **Food Truck Fridays:** Music Sponsorship: Marten is looking for a sponsor; Rapid Refill and Fortson Dentistry were suggested

4. Adjourn: 10:05