

City Council Special Meeting

Monday, March 06, 2023 – 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

In Council Chambers

HYBRID MEETING INFORMATION

Location: City Council Chambers

Webinar ID: 546 088 3579

Password: Lathrup2023

CLICK HERE: [Online Link](#)

Telephone: 646.558.8656 or 312.626.6799

CLICK HERE: [Public Comment Form Link](#)

ADDRESSING THE CITY COUNCIL

- Your comments shall be made during times set aside for that purpose.
- Stand or raise a hand to indicate that you wish to speak.
- When recognized, state your name and direct your comments and/or questions to any City official in attendance.
- Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.
- Any person who violates this section shall be directed by the Mayor to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a "breach of the peace" by disrupting and impeding the orderly conduct of the public meeting of the City Council and may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.

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

[A.](#) A Proclamation Recognizing the 100th Birthday of Mrs. Julia Hervey

6. **Presentations**

- [A.](#) 2022 Annual Police Department Report
- [B.](#) 2022 Downtown Development Authority Annual Report

7. **Zoning Board of Appeals**

- [A.](#) Public Hearing - Zoning Variance (26710 Meadowbrook Way)
- [B.](#) Zoning Variance Request - Accessory Structure (26710 Meadowbrook Way)

8. **Public Comment for Items on the Agenda** (speakers are limited to 3 minutes)

9. **Consent 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.

[A.](#) 01.23.23 Study Session

01.23.23 Regular Council Meeting

02.06.23 Town Hall

[B.](#) January 2023 Building Department Report

[C.](#) January 2023 Fire Department Report

[D.](#) Mayoral Boards and Commissions Appointment

Appointing Yolanda Arnold to the Board of Review with a term expiring 12/31/2026

[E.](#) January 2023 Disbursement Report

[F.](#) February 2023 CED Report

[G.](#) January 2023 Police Department Report

10. **Action Requests - For Consideration / Approval**

[A.](#) Sanitary Retention Tank Cost Sharing Agreement

[B.](#) Ulliance Employee Assistance Program

[C.](#) 2023 Pavement Resurfacing Project - Recommendation of Bid Award

- [D.](#) Gate Well Cleaning Quote
- [E.](#) 2023 Water Main Recommendation
- F. Closed Session - Attorney Client Privilege

11. City Administrator Report

12. City Attorney Report

13. Reports of Boards, Commissions, and Committees

- A. Infrastructure Study Group
- B. Parks and Recreation Committee
- C. Planning Commission
- D. SEMCOG
- E. Southfield Public School Board
- [F.](#) January 2023 SOCRRRA minutes
- [G.](#) 2023 January SOCWA minutes

14. Unfinished / New Business

- [A.](#) Communications Plan

15. Public Comment (speakers are limited to 3 minutes)

16. Mayor and Council Comments

17. Adjourn

PROCLAMATION RECOGNIZING THE 100 BIRTHDAY OF
MRS. JULIA HERVEY

WHEREAS, the longevity of life is a blessing for an individual and for the community, which benefits from the knowledge, creativity, and experiences this individual brings to all; and

WHEREAS, the City of Lathrup Village recognizes with respect and admiration the contributions of senior citizens to our community; and

WHEREAS, Mrs. Julie Hervey was born in Sibley, Mississippi, on February 23, 1923, and moved to Michigan in 1945 and married Ozell Hervey in October of that year.

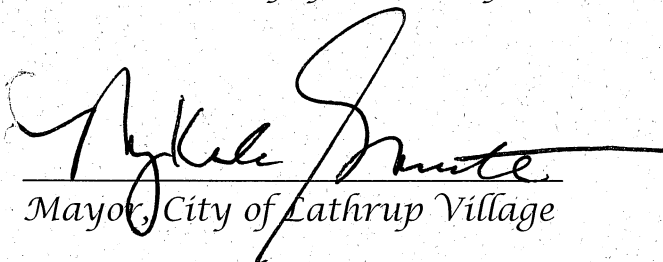
WHEREAS Mrs. Hervey is a woman of great faith who loves her church family at New Salam Baptist, where she has been a faithful member since 1945, she served as an usher and a member of the New Salem WMUZ 1340 am broadcast team for more than 50 years.

WHEREAS, Mrs. Hervey has been a City of Lathrup Village resident since 2005. She enjoyed gardening and spending time with all her family and friends.

WHEREAS the United States has the greatest number of centenarians in the world, and today Mrs. Julie Hervey should be honored for this 100 years on this earth; and

NOW, THEREFORE, BE IT PROCLAIMED that I MyKale (Kelly) Garrett, Mayor of the City of Lathrup Village, and on behalf of the City Council and the citizens of Lathrup Village, honor Mrs. Hervey for her long life and prosperity, and wish her many more.

On this 23rd day of February 2023.


Mayor, City of Lathrup Village

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



Lathrup Village Police Department

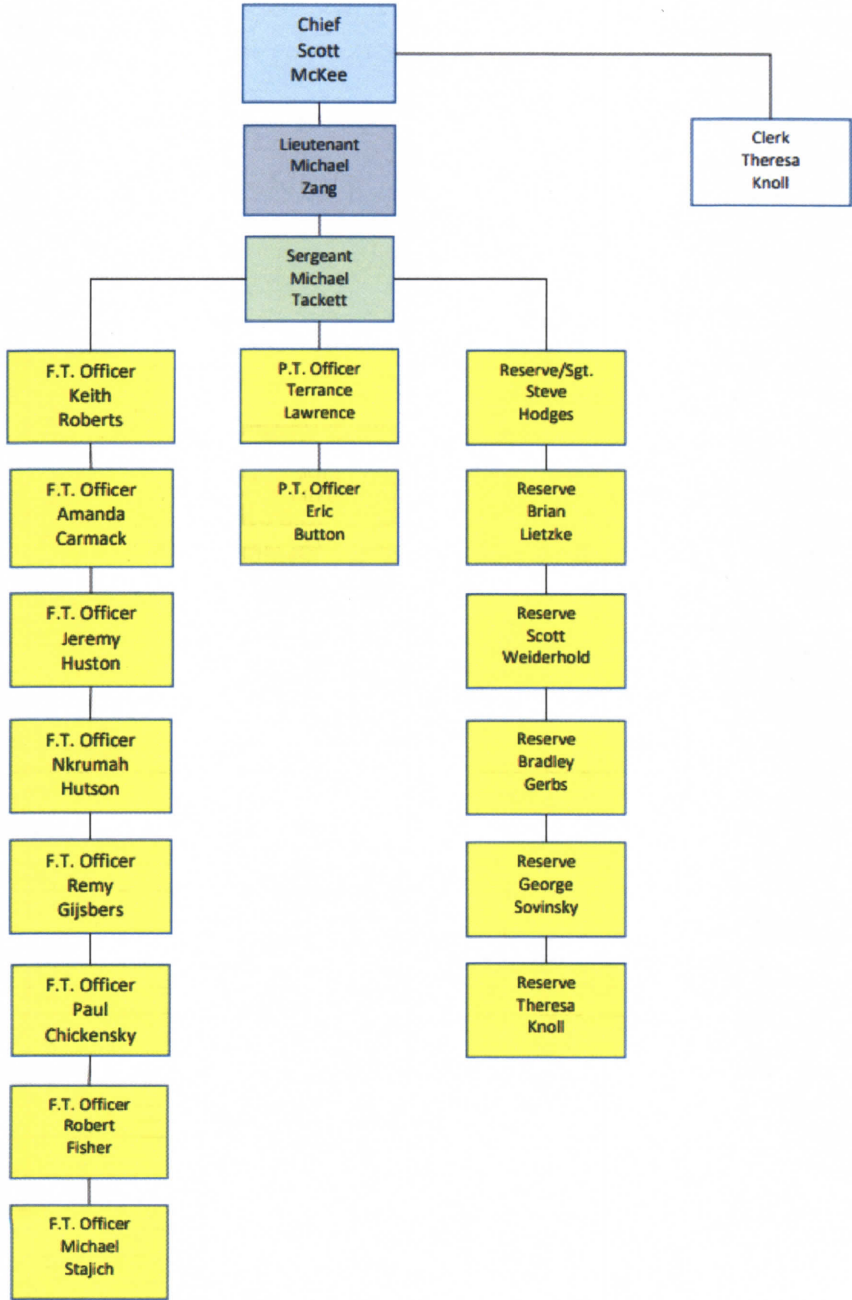
Mission Statement

The mission of the Lathrup Village Police Department is to protect life and property; all rights guaranteed by law, by preserving the peace, maintaining order; controlling crime, apprehending offenders, and enforcing the law.

The Lathrup Village Police Department seeks to reduce crime and injury through preventive measures as well as immediate action in emergencies. It attempts to determine the community's needs and direct its resources toward controlling crimes that are considered most serious, frightening and economically damaging. It seeks to protect life and limb by restricting the use of force to situations of absolute necessity. It limits the exercise of authority to those functions prescribed by the laws of the United States, the State of Michigan and the City of Lathrup Village.

The Lathrup Village Police Department acknowledges that its effectiveness depends upon the acceptance of its authority and approval of its actions by the community. The Department, therefore, expects exemplary conduct of its employees; it attempts to provide, or direct the public to other sources for needed information and seeks public cooperation through the news media; and it encourages positive public reaction to its service through careful attention to complaints and service provided.

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



DEPARTMENT TRAINING BY DIVISION – 2022

TRAINING	COMMAND	FT OFFICERS	PT OFFICERS	RESERVES	ADMIN	TOTAL
7 Adjustments Every Good Leader Needs to Make		1				1
2022 Communicating in a Crisis Event	2					2
2022 Honor & Benefits Event	2					2
2022 IACP Annual Conference	1					1
AR-15/M-16 Armorer's Course		1	1			2
Background Investigations for Police Applicants		1				1
Basic Rifle			1			1
Chemical Industry Outreach Work	1					1
CPR,AED, Standard First Aid			1			1
Decision Making/Use of Force/ Implicit Bias - What every Officer Needs to Know		1				1
Dept. Firearm Qualification	3	9	2	5		19
Edged Weapon Defense Seminar		2				2
Emergency Vehicle Operations Refresher		3				3
Interviewing Child Molesters	1					1
Las Vegas After Action Review	2					2
Law Enforcement Rifle Instructor			1			1
LERMA Fall Conference					1	1
LERMA SOR Update					1	1
LOCKUP Police Training Use of Force	1					1
MACP Summer Conference	1					1
MACP Winter Conference	2					2
MICR Training	1					1
MSP Conviction Set Asides & Criminal History Records					1	1
NFA-Intro to Incident Command System	1					1
Oakland Co new radio operator training	1					1
Oakland Co School Safety Summit	2					2
Our Own Worst Enemy		1				1
SFST Practitioner		1				1
SFST Refresher	1	1	1			3
Standardized Field Sobriety Test Instructor School	1					1
Taser Certification	2	9	2			13
Taser Instructor	1	1				2
Teen Mental Wellness - Southfield/Lathrup Optimist Club		1				1
Triple Instructor Certification LOCKUP	1					1
Understanding Human Behavior		1				1
Vitra Simulator & driving	2	7	2	3		14

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



DEPARTMENT TRAINING 2022

Emergency Vehicle Operations	Legal Update	Firearms	Mental Health	Use of Force	Leadership	Investigations	Mass Casualty Incident	Misc Training
Emergency Vehicle Operations (3)	MSP Conviction Set Asides & Criminal History Records (1)	Edged Weapon Defense Seminar (2)	Teen Mental Wellness- Southfield / Lathrup Optimist Club (1)	LOCKUP Police Training Use of Force (1)	Decision Making/Use of Force/Implicit Bias - What Every Officer Needs To Know (1)	Background Investigations for Police Applicants (1)	Chemical Industry Outreach Work (1)	MICR Training (1)
Vitra Simulator & Driving (14)	LERMA Fall Conference (1)	AR-15/M-16 Armorer's Course (2)	Understanding Human Behavior (1)	Triple Instructor Certification LOCKUP (1)	Our Own Worst Enemy (1)	Interviewing Child Molesters (1)	Las Vegas After Action Review (2)	2022 Honor & Benefits Event (2)
	LERMA SOR Update (1)	Law Enforcement Rifle Instructor (1)	CPR, AED & Standard First Aid (1)		7 Adjustments Every Good Leader Needs to Make (1)	SFST Practitioner (1)	Oakland Co School Safety Summit (2)	Oakland Co new radio operator training (1)
		Basic Rifle (1)			MACP Summer Conference (1)	SFST Refresher (3)	NFA - Intro to Incident Command System (1)	
		Dept firearm qualification (19)			2022 Communicating In A Crisis Event (2)	Standardized Field Sobriety Test Instructor School (1)		
		Taser Certification (13)			MACP Winter Conference (2)			
		Taser Instructor (2)			2022 IACP Annual Conference (1)			

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



	2021	2022	Percentage of Change
Part A Crime	92	110	19.5%
Part B Crime	38	50	31.5%
Total Reports	586	691	17.9%

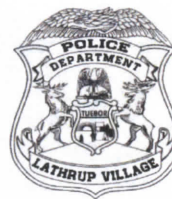
Crime is reported to the State and FBI as Part A-F offenses:

Part A Offenses include the following: Murder, Negligent Homicide, some Forcible and Non-Forcible Sex Offenses, Robbery, Assault, Burglary, Motor Vehicle Theft, Arson, Kidnapping, Forgery, some Frauds, some Liquor Law Violations, Embezzlement, Damage to Property, Weapon Violations, Commercialized Sexual Offenses, Drug Laws and Gambling.

Part B Offenses include the following: some Frauds, some Non-Forcible Sex Offenses, Non-Violent Family Offenses, OUIL, Liquor Violations, Obstruction/Escape, Disorderly Conduct, State, Local and Federal Offenses, Local Ordinances, Juvenile Offenses and specific Traffic Offenses which are arrestable.

Parts C, D, E, & F Offenses include lesser offenses and response types that are not reportable as crime statistics to the state and FBI.

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



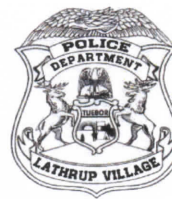
Crime Statistics Reported to State and FBI

Calendar Year:	2018	2019	2020	2021	2022
Part A Offenses	109	92	72	92	110
Part B Offenses	49	40	32	38	50
Total Part A & Part B	158	132	104	130	160
Part A Change	-3.5%	-15.5%	-21.7%	27%	19.5%
Part B Change	8.8%	-18.3%	-20%	18.75%	31.5%
Annual Change	--	-16.5%	-21.2%	25%	23%

A partial breakdown of these crimes over a 5- year period:

Offense	2018	2019	2020	2021	2022
Murder	0	0	0	0	0
Aggravated Assaults	1	1	1	3	2
Simple Assaults or Intimidation	19	16	16	13	13
Robbery	3	0	2	1	1
Forcible Rape	0	1	1	0	0
Burglary	5	6	6	2	2
Motor Vehicle Thefts	2	0	3	2	2
Arson	0	0	0	0	0
Larceny Thefts	23	27	10	20	41
Narcotic Violation	8	1	1	0	2
Disorderly Conduct	0	0	0	1	1
Traffic Accidents	286	286	257	282	283

LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



Calls for Service

2018	2019	2020	2021	2022
11300	12855	12774	12121	15366

	2018	2019	2020	2021	2022
Total Reports Filed	601	548	451	586	691
% change	20.2%	-8.8%	-17.7%	30%	17.9%

Yearly Accident Summary

	2018	2019	2020	2021	2022
Non-Injury Accidents	269	266	194	229	259
Injury Accidents	40	70	50	53	39
Fatal Accidents	0	0	0	0	0
Totals	309	336	244	282	298

Overall Department Ticket Summary

	2018	2019	2020	2021	2022
Traffic Violations General	3235	3933	3072	2535	3275
Traffic Violations Motor Carrier	32	53	71	37	16
Total Violations	3267	3986	3143	2572	3291

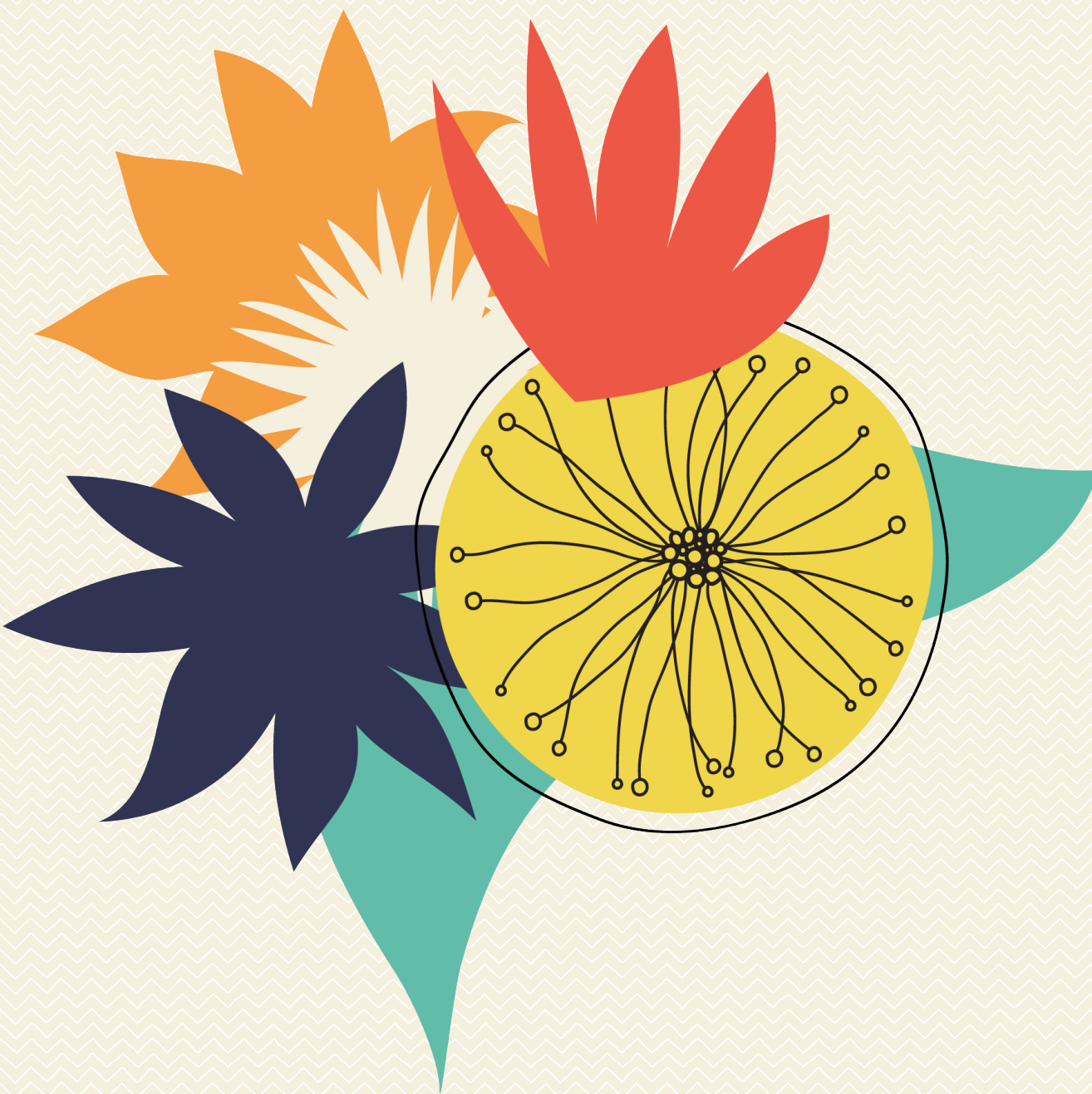
LATHRUP VILLAGE POLICE DEPARTMENT CRIME STATISTICS



2022 SENIORITY DISTRIBUTION

	Years of service With LVPD	Previous years of service
CHIEF	26+	1
DETECTIVE/LIEUTENANT	15	0
SERGEANT	4	25
OFFICERS		
13 years	13	21
11 years	11	5
08 years	8	0
05 years	5	0
04 years	4	10
01 years	1	2.5
01 years	1	1
00 years	0	22
00 years	0	25
00 years	0	17
ADMIN	4	25

Sworn Full-time Officer Seniority Average	5.8 years
Sworn Part-time Officer Seniority Average	12.8 years



Lathrup Village

Downtown Development Authority

2022 Annual Report



27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

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

History & Mission

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

The Board of Directors is comprised of nine members consisting of the Mayor and eight appointees who are confirmed by City Council for four-year terms. These members have a vested interest in the district as a property owner, business owner/interest, and/or resident. As of December 31, 2022, the Board of Directors is comprised of the following individuals:

Name	Office	Stake in District	Term Ends
Bryan Ford	Vice Chair	Resident	2/1/2024
Kelly Garrett	Member	Mayor	n/a
Charlotte Jones	Member	Business	2/1/2026
Bobbi Lovins	Member	Business	2/1/2024
Scott McKee	Member	Police Chief	n/a
Fred Prime	Chair	Resident	2/1/2026
Pam Shermeyer	Secretary	Resident	2/1/2025
Dan Sugg	Member	Business	2/1/2026
Vacant			2/1/2023

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

DDA Staff	Title
Susie Stec	Director - DDA/Community & Economic Development
Brittany Dorsey	Manager - DDA and Special Events
Pam Bratschi	Treasurer

In 2022, the LVDDA Board of Directors had six (6) regular meetings, three (3) special meetings, and formally canceled five (5) meetings. See appendix A for a complete attendance roster.

The LVDDA runs on a June/July fiscal year, which mirrors that of the City of Lathrup Village. Therefore, LVDDA's budgeted revenues, expenses, and fund balances for Fiscal Years 2022/23 and 2021/22 are shown below.

	Original Budgeted Revenues	Actual Revenues	Original Budgeted Expenses	Actual Expenses	Fund Balance
FY 22/23**	\$363,776	\$71,206	828,911	\$168,732	\$1,417,080
FY 21/22	\$347,443	\$421,340	\$304,754	\$431.050	\$1,611,212

** As of 12/31/22

Synopsis of LVDDA Activities, Accomplishments, & Events

2022 was a year of recovery for the district as a whole, and change for the organization itself. The previous DDA & Special Projects Manager left in January just as the DDA Director was taking on additional responsibilities as Interim City Administrator. Additionally, the city and DDA were left without a code enforcement officer in the last quarter of the year. While progress to fill the open was slow, a new DDA & Special Projects Manager was brought on-board in May which has positively impacted all aspects of DDA-led programs and activities. A new City Administrator was hired in July, and a new code enforcement officer started in January 2023.

Despite being understaffed and stretched thin over the past year, LVDDA was able to host several successful programs and events.



Accomplishments

Streetscaping Projects

Held planting parties for the hanging baskets and district flower pots

Informational Meetings

Per the requirements set forth in PA 57 of 2018, LVDDA held informational meetings on August 4th and December 16th. Approximately 20 individuals attended these meetings. These meetings were held in-person.

Infrastructure Improvements

- Sidewalk Replacement Program - LVDDA is funding the Sidewalk Replacement Program in the Downtown District over the course of three (3) years.
 - In 2022, LVDDA funded the replacement of more than 15,000 lineal feet of sidewalk along 12 Mile Road which dramatically improves pedestrian safety in that section of the district.
- LVDDA had an Alley Assessment completed in order to prepare a 5-year plan for the improvement and maintenance of the alleys and approaches.
 - In 2022, six (6) alley approaches & one (1) alley were replaced.
- RCOC gave LVDDA the go-ahead to install a HAWK pedestrian signal south of I-696. HRC was engage to complete the traffic design and engineering work necessary. Work is expected to continue through 2023, possibly into 2024.



Events & Promotional Campaigns

Trunk or Treat

The DDA welcomed the community to Municipal Park for an evening of fun. This included music, candy, costume contest, and much more.

Southfield Road Corridor Clean-Up



LVDDA continues to hold two clean-ups annually in the Downtown Corridor in June and October. These clean-ups typically have two dozen volunteers.

Summer Concert Series

The DDA tabled at the Summer Concert Series, businesses were invited to table at each concert.

Juneteenth

LVDDA hosted the second annual Juneteenth Celebration on June 18, 2022. The day was planned in collaboration with the Juneteenth Task Force and Promotions Committee. The celebration included an array of activities including a storyteller, hustle instructor, live music, kids activities and a panel discussion.



Winter Market



For Shop Small Saturday, on November 19, 2022 the LVDDA hosted the annual Winter Market with local artisans, vendors, and bakers. There were two dozen vendors and more than 50 attendees.

Adopt-A-Senior/Boys 2 Men Partnership

LVDDA partnered with local non-profit Boys 2 Men on an initiative to provide participating youth with job opportunities and life skills. These young men performed light yard work and clean-up activities for residents in the Police Department's Adopt-A-Senior

Program. They also helped LVDDA maintain our flowerbeds, hanging baskets, and much more.



Appendix A – 2022 DDA Board of Directors Attendance

DDA Meeting Date**DDA Board Member Last Name**

	Beltur	Ford	Garrett	Jones	Lovins	McKee	Prime	Shermeyer	Sugg	Watts
1/21/2022	E	x	e	na	x	na	x	x	x	e
2/18/2022						canceled				
3/18/2022	na	x	x	x	x	x	x	x	x	x
4/22/2022	na	x	e	x	x	x	e	x	x	x
5/27/2022*	na	e	e	x	x	x	x	x	x	e
6/17/2022						canceled				
6/22/2022*	na	x	x	x	x	x	e	e	x	na
7/15/2022						canceled				
8/19/2022						canceled				
9/16/2022	na	x	e	x	x	e	x	x	e	na
10/17/2022*	na	e	x	x	x	e	x	x	x	na
11/18/2022	na	x	x	x	x	x	a	x	x	na
12/16/2022	na	e	x	e	x	x	x	x	e	na

*denotes Special Meeting

x - present

e - excused

na - not applicable

a - absent



**CITY OF LATHRUP VILLAGE
ZONING BOARD OF APPEALS**

**NOTICE OF PUBLIC HEARING
(Zoning Variance)**

RE: 26710 Meadowbrook Way

Appeal No. ____-23

TO PROPERTY OWNERS OR PARTIES OF INTEREST:

The Zoning Board of Appeals for the City of Lathrup Village will hold a Public Hearing on an appeal filed by Charles Dotson Sr., property owner at 26710 Meadowbrook Way, Lathrup Village, Michigan 48076 to obtain a variance from the Sections 5.16.1.F, 5.16.2.C and 5.16.2.E of the City of Lathrup Village zoning ordinance as follows:

1. Section 5.16.1.f states - An accessory building over 100 square feet shall be erected, placed, or installed on a four- inch thick concrete foundation slab at least as large as the building. The applicant is requesting a waiver of the concrete slab requirement.
2. Section 5.16.2.E States - When an accessory building or structure is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, such building or structure shall not be located within a setback which is equal to the front yard setback required of the lot to the rear of such corner lot. The applicant is requesting a variance from this standard.

Approval of the Zoning Board of Appeals is required.

PLEASE TAKE NOTICE: That a Public Hearing has been scheduled for Monday, February 27, 2023 at 7:00 p.m. to hear and record the public hearing on this appeal. Any member of the public may express your view on this appeal in writing, by submitting your written comments to the City Clerk prior to 4:30 p.m. on the date of the hearing, or you may appear in person or authorize another person to represent you at the hearing. Written communications may be sent to the City Clerk at the address of the City Hall at 27400 Southfield Road, Lathrup Village, Michigan 48076 prior to the hearing.

Kelda London
City Clerk
27400 Southfield Road
Lathrup Village, Michigan 48076

(248) 557-2600, ext. 226

February 7, 2023

City of Lathrup Village
Zoning Board of Appeals
27400 Southfield Road
Lathrup Village, MI 48076

ZBA Review

Site: 26710 Meadowbrook Way
Applicant: Charles Dotson, Jr.
Plan Date: January 23, 2023
Zoning: R-1 Single-Family Residential
Parcel ID: 24-23-230-037



Dear Zoning Board of Appeals:

We have reviewed the request for variance referenced above and a summary of our findings is below.

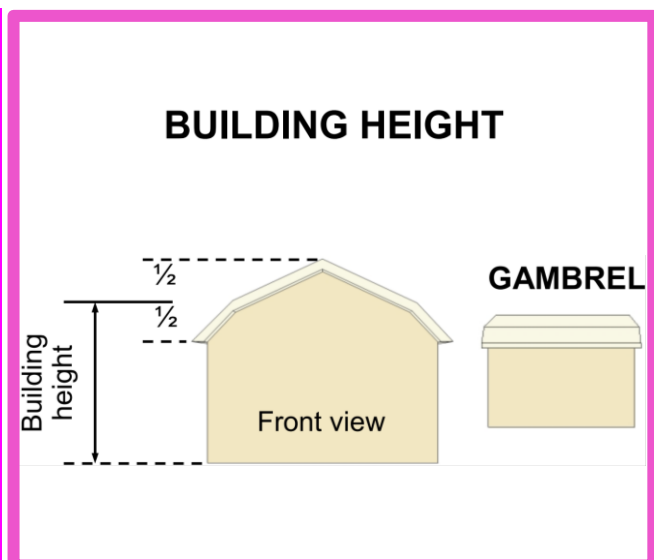
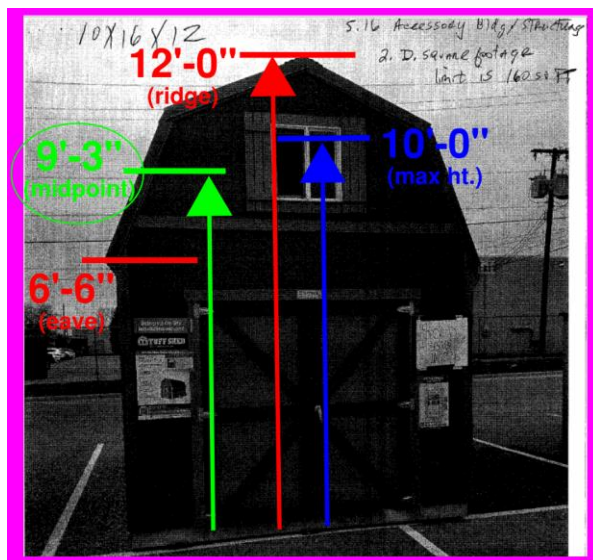
SUMMARY OF FINDINGS

Existing Conditions

1. **Summary.** The subject property is located west of Southfield Road, south of I-696 and at the southeast corner of Meadowbrook Way and Ramsgate Drive. The property is zoned R-1 Single-Family Residential, contains an existing single-family home, abuts other R-1 zoned parcels, and only takes vehicular access from Meadowbrook Way. The property owner proposes an accessory building (storage shed) on the northeast side of the property.
2. **Variances Requested.**
 - 1) To allow an accessory building to be (partially) located in a front yard (Sec. 5.16.1.B.).
 - 2) **Yard, Front.** An open space extending the full width of the lot, between the front lot line and the front of the main building, and unoccupied from the ground upwards by any structures other than those expressly permitted by this ordinance (see yard determination graphic below).
 - 2) To allow an accessory building of greater floor area than 100 square feet (160 square feet) to not be installed on a 4-inch-thick concrete foundation slab (5.16.1.F.).

3. Dimensional Standards				
Development Standard	Zoning Ord. Section	Required	Provided	Comments
Front setback (Ramsgate Drive)				
District minimum	3.1.2.D.	40 ft.	42 ft.	Compliant ₁
Accessory building	5.16.1.B.	Not in front yard	In front yard	Not Compliant ₁
From main building	5.16.1.C.	10 ft. minimum	63 ft.	Compliant ₂
Front setback (Meadowbrook Way)				
District minimum	3.1.2.D.	40 ft.	N/A	Not Applicable
Side setback (east)				
District minimum	3.1.2.D.	5 ft. one side	28 ft.	Compliant ₂
		15 ft. total		
Accessory Building				
Maximum height	5.16.2.C.	10 ft.	9 ft.-3 in.	Compliant ₃
Foundation	5.16.1.F.	Concrete slab	None proposed	Not Compliant ₄

- 1) The front yard along Ramsgate Drive extends beyond the 40 ft. minimum setback requirement, as well as the 42 ft. proposed placement of the shed. Therefore, the shed will encroach into the designated front yard along Ramsgate Drive. As required by the ordinance, the proposed shed should be setback no closer to Ramsgate Drive than the existing house which defines the front yard line (see yard determination graphic below).
- 2) The proposed shed is dimensioned to be 63 feet from the main home and 28 feet from the east side property line. Based on the scaled dimensions determined during review, the side setback appears to be greater than 28 feet.
- 3) While the roof ridge of the pre-manufactured shed is 2 feet above the maximum 10 feet permitted, the maximum building height is measured as the midpoint between the roof eave and roof ridge, which is 9'-3". See graphic below.
- 4) The proposed structure must be placed on a 4-inch slab. A form inspection is required prior to installing the required cement slab.



- C. Any alleged practical difficulty or unnecessary hardship caused by this ordinance has not been created by any persons presently or previously having an interest in the property.
- D. The proposed deviation will not adversely affect the purpose or objectives of this ordinance, nor impair the adequate supply of light and air to adjacent property, nor increase the hazard from fire, flood, and other dangers of said property, nor diminish the marketable value of adjacent lands and buildings, nor increase the congestion in public streets.
- E. The proposed deviation will not otherwise impair the public health, safety, comfort, and general welfare.
- F. The benefit to the applicant will be real and substantial and any detriment to the neighboring property owners and occupants or the community at large is not substantial or is illusory. Benefits and detriments shall be determined in relation to the factors which impair the value and use of properties as related in D & E, above.
- G. The applicant is both willing and able to provide additional amenities beyond those minimally required by this ordinance and/or restrict the use of the property beyond those limitations placed on the property by this ordinance so that the fair market value of neighboring properties will be enhanced beyond the values which would accrue to them if the property were developed and used in strict conformity with the ordinance.
- H. The same or a substantially similar request shall not have been presented to the council in the form of a petition for a zoning amendment and been expressly denied and rejected after a public hearing.
- I. Any special criteria listed for specific deviations in Sections 3.2.2, 4.1.4, and 5.13.15. *This does not appear to apply for this situation.*



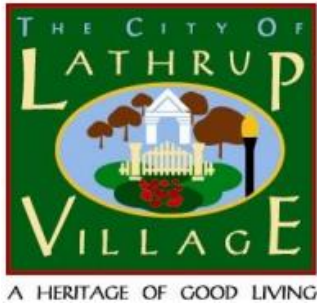
The application for zoning appeal includes responses to some of the above items for ZBA consideration.

Staff will be available to discuss this review at the next ZBA meeting.

Respectfully,
Giffels Webster

Jill Bahm, AICP
Partner

Eric Pietsch
Senior Planner



City Council Study Session

Monday, January 23, 2023 – 6:00 pm

27400 Southfield Road, Lathrup Village, Michigan 48076

Draft Meeting Minutes

1. **Call to Order** by Mayor Pro Tem Kantor at 6:05 pm

2. **Discussion Items**

A. Budget Amendments Discussion

Treasurer Bratschi explained all of the budget amendments in both the revenue and expenditures line items that will need to be amended, which will all end up approx. \$25,000 on the positive side.

Councilmember Jennings requested a copy of the audit service contract.

B. CDBG Discussion

Administrator Montenegro went over some of the guidelines of the CDBG program, what is allowed and what is not allowed. Community Development Block Grant program is run by Oakland County, and there are a number of guidelines that we have to follow. This grant is usually given to communities with low-income sections of the community. The only census track that Lathrup Village qualifies for is for senior services. Staff will contact Oakland County to see if we can make any changes to next year's grant funding.

3. **Public Comments**

Angela Blue – Sprinkler from sidewalk repair

Wayne McCloud 26665 Meadowbrook Way – Damage to grass from sidewalk repair

Jonathan Tera – Wants to pay for sidewalk assessment

Terrance Thompson – Street opening

Andreia Love – Lawn and sidewalk paver damage for construction

Victor Hunter 17610 Ramsgate – Water assessment

Marcus Brantly 27691 Eldorado PL – Water assessment

Tyler Rusnak 18784 Wiltshire – Sidewalk assessment

April Siebert 18760 Hampshire – Sidewalk was replaced but not damaged

Nashawn Robinson 18221 Kilbernie – Sprinkler and sidewalk damage

Roger Lynn – What's the plan to repair the city portion of the sidewalk
17385 Avilla – Ditch and culvert assessment paid
Michael House 27855 California Dr – Sidewalk damaged by dropped tree and damage to the lawn
John Shaw – Contractor accountability

4. **Mayor and Council Comments**

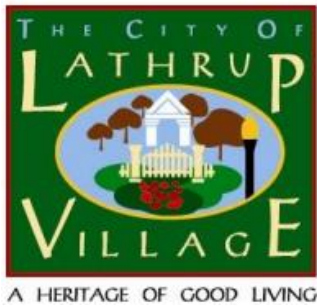
Mayor Garrett expressed understanding, being a resident as well, and she assured residents that the issues will be addressed.

Councilmember Jennings requested staff put out a sign-in sheet so that residents could be contacted.

Councilmember Miller stated that Giffels Webster has been paid 1.7 million to manage the infrastructure projects, these issues need to be followed up on.

6. **Adjourn**

The meeting adjourned at 7:18 pm



City Council Regular Meeting

Monday, January 23, 2023 – 7:30 pm

27400 Southfield Road, Lathrup Village, Michigan 48076

In Council Chambers

Draft Meeting Minutes

1. **Call to Order** by Mayor Garrett at 7:33 pm

2. **Roll Call**

Present: Mayor Mykale Garrett

Council members: Councilmember Jennings, Mayor Pro Tem Kantor,
Councilmember Kenez, Councilmember Miller

Also Present: City Administrator Susan Montenegro, City Attorney Scott
Baker, City Clerk, Kelda London

3. **Pledge of Allegiance**

4. **Approval of Agenda**

Mayor Pro Tem Kantor moved to approve the agenda and add the Zoning Board of Appeals meeting as Item 8; to allow Item 5, Public Comments, to include any item on the agenda. Motion seconded by Councilmember Kenez.

Yes: Jennings, Kantor, Kenez, Miller, Garrett

No: None

Motion carried.

5. **Public Comment for All Items on the Agenda** (speakers are limited to 3 minutes)

Kathy Mayfield – Council training to alleviate confusion during the meetings.

DeeAnn Lacey - Maintenance of the retention tank and surrounding areas.

Wilson Andrews - The road opening.

Anderia Love – Speeding on Bloomfield & sidewalk assessment.

Jason Hammond – I would like to see a formal communication plan.

Congresswoman Rashida Tlaib was in attendance. She just wanted to introduce herself and briefly introduce some of the things she's currently working on for her constituents.

6. **Consent 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.

A. Approval of Minutes

Council Study Session 12.19.22

Regular City Council Meeting 12.19.22

Council Study Session 01.09.23

B. December 2022 Building Department Report

C. January 2023 CED Report

D. Lathrup Village Police Department Monthly Reports

E. December 2022 Disbursement Report

F. 2022 DDA Annual Report

Councilmember Miller moved to approve the Consent Agenda with the removal of Items A, Approval of Meeting Minutes, D. Lathrup Village Police Department Monthly Report, and F. 2022 DDA Annual Report. Mayor Pro Tem Kantor seconded the motion.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

A. Approval of Minutes

Council Study Session 12.19.22

Regular City Council Meeting 12.19.22

Council Study Session 01.09.23

Councilmember Miller stated that the Council Study Session meeting minutes dated 01.09.23 needed to properly reflect her objection to the Communications/Parks & Recreation Coordinator position. The job responsibilities fall under the DDA Special

Projects Manager position.

Councilmember Miller further stated that Items D. Police Department Report and F. 2022 DDA Annual Report are listed as annual reports, She is requesting that annual reports in the future be presented at the Council meeting.

Mayor Pro Tem Kantor stated that the Meeting Minutes of Council Study Session 01.09.23 should state non-city events. In the Infrastructure Committee discussion, the Mayor asked if January was going to be the last infrastructure committee meeting. Mayor Pro Tem Kantor stated that the committee is finishing up the capital improvement bond work. There is going to be a meeting in January where the expectation is that there could possibly be a recommendation to Council, and if that's the case there should be one more meeting to make the recommendation.

Councilmember Miller moved to approve Item A, Item D., and Item F under the consent agenda. Motion seconded by Mayor Pro Tem Kantor.

Yes: Kenez, Miller, Garrett, Jennings, Kantor

No: None

Motion carried.

7. Public Hearings

- A. Special Assessment - Roll No. 2022-01 for 2021/2022 Delinquent Sidewalk, 2021/2022 Delinquent Ditch & Culvert, Delinquent 2022 Nuisance Cuts

The Special Assessment Public Hearing opened at 8:05 pm

Nashawn Robinson 18221 Kilbirnie - Sidewalk and city-owned trees

Rodrick Owens 18211 Ramsgate – Sidewalk damage

Patricia Collins 28717 Blackstone Dr – Received her assessment late

Karen Miller 18755 Glenwood Blvd – Lack of communication regarding the sidewalk program

Jonathon Tera 27605 California - Sidewalk color/style

The public Hearing closed at 8:19 pm

8. Action Requests - For Consideration / Approval

- A. Special Assessment - Roll No. 2022-01 for 2021/2022 Delinquent Sidewalk, 2021/2022 Delinquent Ditch & Culvert, Delinquent 2022 Nuisance Cuts.

Mayor Garrett suggested that this issue be postponed action on this issue until some of the residents' questions are answered and issues resolved.

Councilmember Miller moved to table to this action to special meeting with a date to be determined within the next few weeks. Motion seconded by Councilmember Jennings.

Yes: Miller, Garrett, Jennings, Kenez

No: Kantor

Motion carried.

- B. Sidewalk Repair Program, Contract SW 2023 Extension

The engineer from Giffels Webster, Scott Ringler explained the sidewalk program 2023 extension for a 3rd year to go to KD Cement they were the low bidder and in addition to the extension KD Cement is requesting a 2% increase due to the increased cost of cement.

Councilmember Jennings moved to table the Sidewalk Repair Program Contract 2023 extension, also invited KD Cement to the special meeting to address concerns. Motion seconded by Mayor Pro Tem Kantor.

Councilmember Miller also requested that the Giffels Webster present their plan to manage the project and a communication plan from the City at the special meeting.

Yes: Garrett, Jennings, Kantor, Kenez, Miller

No: None

Motion carried.

- C. Fiscal Year 2022/2023 Budget Amendments

Administrator Montenegro explained that budget amendments are done to ensure the Treasurer is in line with the budgeted amounts for the fiscal year. Making sure that there is no spending outside of appropriations that Council has set.

Mayor Pro Tem Kantor moved to approve the budget amendments for the fiscal year 2022/2023. Motion seconded by Councilmember Jennings.

Yes: Jennings, Kantor, Kenez, Garrett

No: Miller

Motion carried.

D. DDA Board of Director Appointments

Councilmember Jennings moved to approve the City Administrator, Susan Montenegro be appointed to fill the vacancy created by Police Chief McKee resignation from DDA Board of Directors. Motion seconded by Mayor Pro Tem Kantor.

Yes: Kantor, Kenez, Garrett, Jennings

No: Miller

Motion carried.

Mayor Pro Tem Kantor motioned to go into closed session Pursuant to Section 15.26 of the Open Meetings Act to discuss employee grievance as well as an evaluation at the request of the individual employee. Motion seconded by Councilmember Jennings.

Yes: Kenez, Miller, Garrett, Jennings, Kantor

No: None

Motion carried.

E. CLOSED SESSION - City Administrator 6 Month Evaluation

F. CLOSED SESSION - Employee Grievance

9. Zoning Board of Appeals

Mayor Pro Tem Kantor moved to close Regular Council Meeting and reconvene as Zoning Board of Appeals. Motion seconded by Councilmember Jennings.

Yes; Miller, Garrett, Jennings, Kantor, Kenez

No: None

Motion carried.

Board member Kantor moved to table the BP sign application variance and to reconvene at a later date. Motion seconded by Board member Jennings.

Yes: Garrett, Jennings, Kantor, Kenez, Miller

No: None

Motion carried.

Motion by Board member Kantor to close the Zoning Board of Appeals and reconvene as Lathrup Village City Council. Motion seconded by Board member Jennings.

9. City Administrator Report

A. City Administrator Report

Montenegro highlights the upcoming town hall meeting on February 6, 2023, in the Community Room to discuss potentially open roads to assist in emergency response.

10. City Attorney Report

Attorney Baker stated that he had received confirmation that the litigation involving three former police officers appeared near the end.

11. Reports of Boards, Commissions, and Committees

A. Infrastructure Committee

Mayor Pro Tem Kantor reported there is an infrastructure committee meeting Wednesday, January 25, 2023. The committee will be reviewing the previous summer projects as well as where we stand on budgets.

B. Parks and Rec Committee

Councilmember Kenéz invited everyone to attend bingo on Friday, January 27, 2023, from 6 – 8 pm. Bring a food pantry item to donate.

C. Planning Commission

The Planning Commission has received the as-built plans for the BP gas station for further review of the tank locations, the charging locations, and the screening wall. The Commission was satisfied the plans and voted to move on with the project.

D. SEMCOG

No report

E. Southfield Public School Board

No report

12. Unfinished / New Business

- Mayor Pro Tem Kantor requested that the bills for the back billing program for the water loss to go out before the next council meeting. Administrator Montenegro asked if staff finds that it will take longer than two weeks that she let Council know and the time be extended.

- He also requests an RFP for the service line identification program.

- A January response to the non-material weakness for the next council meeting
- Completing the encroachment processes.

Councilmember Miller stated at the January 9th Council Study Session there was discussion about creating a new position for Communication/Parks & Recreation. In January 2021 there was a recommendation to restructure the part time DDA /Parks & Rec Specialist position to create a full-time DDA Special Projects Manager which included a number of duties as the Communications/Parks & Rec Coordinator recently proposed. Administrator Montenegro stated she will look in this issue.

13. **Public Comment** (speakers are limited to 3 minutes)

Laurie Kunz – The map in the Your Town is incorrect and she offered apologies to Mayor Garrett for recent outburst.

Jason Hammond thanked Miller for the research done on the DDA Special Projects position

14. **Mayor and Council Comments**

Mayor Garrett thanked Mrs. Kunz and accepts her apologize.

Mayor Garrett responded to comments from the public comments;

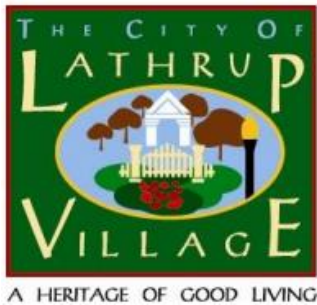
- For Kathy Mayfield, there are trainings available throughout the year.
- Mr. Andrews, regarding street closures, encourages all residents to attend the Town Hall
- Ms Love, regarding speedbumps, there really needs to be done to reduce the speeding
- Mr. Hammond, regarding the communication plan, work will resume to complete it.
- Mr. & Mrs Robinson and Mr. Owens, regarding city trees interfering with the sidewalk I understand.

Kantor thanked residents for coming to the meeting. Further stated the progress is messy appreciate and all of the issues will be taken care of.

- The city did pay for the root grinding of the city trees so there was some assistance from the city with the sidewalk program.
- Mr Andrews regarding the paving of Rainbow Circle, which was never on the paving list
- Regarding the asphalt sidewalk, the entire city is being brought into compliance with the ordinance so you cannot be legally nonconforming

15. **Adjourn**

Meeting adjourned at 11:55 pm



City Council Special Meeting – Town Hall

Wednesday, February 06, 2023 – 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

Draft Meeting Minutes

1. **Call to Order** by Mayor Garrett at 6:00 pm
2. **Roll Call**

Present: Mayor Mykale Garrett
Council members: Councilmember Jennings, Mayor Pro Tem Kantor,
Councilmember Kenez, Councilmember Miller

Also Present: City Administrator Susan Montenegro, City Attorney Scott Baker,
Engineer, Scott Ringler, Police Chief Scott McKee, City of Southfield Fire Chief
Johnny Meniffee, City Clerk, Kelda London

3. **Pledge of Allegiance**

Motion by Mayor Pro Tem Kantor to excuse Councilmembers Jennings and Miller. Motion seconded by Councilmember Kenez.

Yes: Kantor, Kenez, Garrett
No: None
Motion carried

4. **Approval of Agenda**

Motion by Mayor Pro Tem Kantor to approve the agenda. Motion seconded by Councilmember Kenez.

Yes: Kenez, Garrett, Kantor
No: None
Motion carried.

5. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)

Timothy Gladly– Disapproves of the street opening.

Leit Jones 18180 Roseland – Disapproves of the street opening.

Roger Scott Disapproves of the street opening.

Gabriel Gonzalez – Thanked Council for the discussion but has concerns about other safety issues.

Kim Hodge 27580 California – Opposes any measure that increases traffic.

Motion by Councilmember Miller to move the Town Hall portion of the meeting to Action Item A. considering that most residents in attendance want to discuss the street opening. Motion seconded by Councilmember Jennings.

Yes: Garrett, Jennings, Kantor, Kenez, Miller

No: None

Motion carried.

Jason Hammond – Encouraged residents to keep an open mind about the road opening and hear the entire plan.

6. Action Requests - For Consideration / Approval

A. Town Hall Discussion on Opening Closed Streets

Chief Menifee explained the benefits of the opening of the roads from an emergency perspective. The Southfield Fire Department has done a risk assessment and discovered that there have been increased incidents in Lathrup Village, and to improve service and decrease response time, the opening of some streets would help.

The general consensus of residents is disapproval because of increased traffic.

Mayor Garrett further explained that additional meetings would give residents unable to attend this meeting a chance to voice their concerns.

Engineer Scott Ringer of Giffels Webster discussed the 5-20 year plan to complete the entire water main replacement project.

B. Special Assessment Roll No. 2022-01 for 2021/2022 Delinquent Sidewalk, 2021/2022 Delinquent Ditch & Culvert, Delinquent 2022 Nuisance Cuts

Treasure Bratschi explained the full payment process, how and when delinquent amounts, and the next steps.

Motion by Mayor Pro Tem Kantor to remove Special Assessment Roll No. 2022-01 from the table. Motion seconded by Councilmember Jennings.

Yes: Jennings, Kantor, Kenez, Miller, Garrett
 No: None
 Motion carried.

Motion by Mayor Pro Kantor to approve the Special Assessment Roll No. 2022-01 for 2021/2022 Delinquent Sidewalk, 2021/2022 Delinquent Ditch & Culvert, Delinquent 2022 Nuisance Cuts. Motion seconded by Councilmember Jennings.

Councilmember Miller expressed concern about all the resident complaints from the last meeting and asked what has been done to resolve those issues. Treasurer Bratschi stated that they all had been reviewed and most resolved.

Yes: Kantor, Kenez, Garrett, Jennings
 No: Miller
 Motion carried.

C. Sidewalk Repair Program, Contract SW 2023 Extension

Administrator Montenegro stated that previous council concerns with KD Construction would be addressed in the upcoming preconstruction meeting.

Motion by Councilmember Jennings to remove the Sidewalk Repair Program 2023 Extension from the table. Motion seconded by Mayor Pro Tem Kantor.

Yes: Kenez, Miller, Garrett, Jennings, Kantor
 No: None
 Motion carried.

Motion by Councilmember Jennings to approve the Sidewalk Repair Program, Contract SW 2023 Extension. Motion seconded by Mayor Pro Tem Kantor.

Mayor Garrett stated that it's not the number of residents that express concern but that all of the residents that have concerns have the opportunity to be heard. Secondly, there is the hope that there will be a greater oversight on this project going forward from the Engineer Scott Ringler and City Administrator Montenegro. Mayor Garrett further stated that she wanted KD Cement at the meeting so they could hear from their customers.

Yes: Garrett, Jennings, Kantor, Kenez
 No: Miller
 Motion carried.

7. **Public Comment**

Nena Downing Lathrup Village Women's Club – Community Room Rental

Jason Hammond – Communication Plan

Willie Gibbins - Sidewalk assessment payment plan

Lorretta De'Loach – Hiring a Parks & Recreation person

8. **Mayor and Council Comments**

Mayor Garrett responded to Public Comments; Senior programming thanked Councilmember Kenez for stepping up and taking on scheduling some senior/resident activities. Also the Optimas Club oratorical contest is coming up, and information will be posted on the Lathrup Village website.

Councilmember Kenez inquired about dates for the next Your Town magazine. Administrator Montenegro would like all information submitted by March 10, 2023.

Councilmember Miller explained that at the last council meeting, she mentioned that we are paying for a Parks & Recreation person and a communications person. Why is the person hired for that position is not doing the work? Councilmember Miller also apologized to residents; this meeting was advertised as being on Zoom. Mayor Garrett stated that there were technical issues, and both Zoom and Facebook were down.

Councilmember Jennings will hold Office Hours on Monday February 13, 2023 from 6 – 8:30 pm in the Conference Room.

Mayor Pro Tem Kantor wanted to update Council on the discussion of the repair at the school of the 2-inch pipe that had broken. Where the pipe broke, there was a drain in the bottom of the pit. That pipe was fixed in June and the water loss started to decrease in July. He further addressed the question of why can't we just fix the infrastructure to eliminate the need to open streets. The city is working on fixing the infrastructure. The city is spending approximately 55% of the bond to the speed of fixing the water system. He also asked if there is any progress on the back billing of the water billing? Administrator Montenegro answered staff is still working on making sure the residents are billed the correct amount.

9. **Adjourn**

Motion by Mayor Pro Tem Kantor to adjourn. Meeting adjourned at 9:02 pm



MCKENNA

Lathrup Village Building Department Report January 2023

Permits Issued

- 6 – Building permit
- 6 – Electrical
- 8 – Plumbing
- 11 – Mechanical
- 3 – Electrical reconnect
- 0 – Sign
- 0 – Temp Sign
- 0 – Shed
- 0 – Cement
- 3 – Refuge container
- 0 – Zoning
- 6 – Right of Way

Rental Program

- 0 – Inspections
- 1 – Renewal Certificates applied for
- 0 – Certificates issued

Landlord and Business Licenses applied for

- 1 – Landlord
- 3 – Business
- 0 – Home based Business

Inspections Done

- 6 – Special inspections at JMC buildings
- 10 – Building
- 0 – Demolition
- 0 – Signs
- 0 – Zoning
- 6 – Mechanical
- 7 – Electrical
- 8 – Plumbing
- 5 – Plan reviews
- 0 – Fire Southfield
- 0 – CO issued
- 0 – Landlord License
- 0 – Business License

**Jim Wright
Building Official**

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

○ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.

Enforcements By Category

02/02/23

Item 9B.

DUMPSTER - NO PERMIT

Enforcement Number	Address	Status	Filed	Closed
E23-0010	18795 LACROSSE AVE	Resolved	01/13/23	01/23/23
E23-0012	27000 SOUTHFIELD RD	Discovered	01/18/23	
E23-0017	27631 LATHRUP BLVD	Door Hanger left	01/25/23	
E23-0027	27800 SOUTHFIELD RD	Discovered	01/27/23	
E23-0028	28245 SOUTHFIELD RD	Discovered	01/27/23	
Total Entries:				5

DUMPSTER ENCLOSURE

Enforcement Number	Address	Status	Filed	Closed
E23-0013	17651 Twelve Mile	Complaint Recieved	01/23/23	
E23-0014	27651 SOUTHFIELD	Discovered	01/23/23	
E23-0015	18161 W 12 MILE RD	Discovered	01/24/23	
E23-0016	28235 SOUTHFIELD RD	Discovered	01/24/23	
Total Entries:				4

INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
E23-0020	27570 EVERGREEN RD	Door Hanger left	01/11/23	
Total Entries:				1

NO PERMITS

Enforcement Number	Address	Status	Filed	Closed
E23-0018	27277 RACKHAM DR	Door Hanger left	01/25/23	
E23-0019	26676 LATHRUP BLVD	Spoke W/ Resident	01/25/23	
Total Entries:				2

PROPERTY MAINTENANCE

Enforcements By Category

02/02/23

Item 9B.

Enforcement Number	Address	Status	Filed	Closed
E23-0001	28871 SOUTHFIELD	Resolved	01/06/23	
E23-0002	27821 RED RIVER DR	Closed	01/09/23	01/23/23
E23-0003	28551 SOUTHFIELD RD Ste. 101	Discovered	01/10/23	
E23-0004	27208 SOUTHFIELD RD STE. 3	Letter Sent	01/11/23	
E23-0005	28927 SOUTHFIELD RD	Discovered	01/12/23	
E23-0008	28871 SOUTHFIELD	Discovered	01/12/23	
E23-0009	28645 SOUTHFIELD RD	Discovered	01/13/23	
Total Entries:				7

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
E23-0021	26300 SOUTHFIELD RD	Discovered	01/24/23	
Total Entries:				1

SNOW REMOVAL REQ'D

Enforcement Number	Address	Status	Filed	Closed
E23-0022	27465 SOUTHFIELD RD	Discovered	01/27/23	
E23-0023	28455 SOUTHFIELD RD	Discovered	01/27/23	
E23-0024	28001 SOUTHFIELD RD	Discovered	01/27/23	
E23-0025	27777 SOUTHFIELD RD	Discovered	01/27/23	
E23-0026	27800 SOUTHFIELD RD	Discovered	01/27/23	
Total Entries:				5

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
E23-0011	28010 WOODWORTH WAY	Closed	01/09/23	01/25/23
Total Entries:				1

Enforcements By Category

02/02/23

Item 9B.

VIOLATION

Enforcement Number	Address	Status	Filed	Closed
E23-0029	28831 SOUTHFIELD		01/31/23	
Total Entries:				1

Total Records: 27

Enforcement.DateFiled Between 1/1/2023 12:00:00 AM A

Total Pages: 3

Enforcements By Code Officer

02/02/23

Item 9B.

William Diamond

Enforcement Number	Address	Status	Filed	Closed
E23-0001	28871 SOUTHFIELD	Resolved	01/06/23	
E23-0002	27821 RED RIVER DR	Closed	01/09/23	01/23/23
E23-0003	28551 SOUTHFIELD RD Ste. 101	Discovered	01/10/23	
E23-0004	27208 SOUTHFIELD RD STE. 3	Letter Sent	01/11/23	
E23-0005	28927 SOUTHFIELD RD	Discovered	01/12/23	
E23-0008	28871 SOUTHFIELD	Discovered	01/12/23	
E23-0009	28645 SOUTHFIELD RD	Discovered	01/13/23	
E23-0010	18795 LACROSSE AVE	Resolved	01/13/23	01/23/23
E23-0011	28010 WOODWORTH WAY	Closed	01/09/23	01/25/23

Total Enforcements for William Diamond: 9

Total Records: 9

Enforcement.DateNextAction
Between 1/1/2023 12:00:00 AM
AND 1/31/2023 11:59:59 PM

Total Pages:1

JANUARY 2023

SOUTHFIELD FIRE

MONTHLY ACTIVITY



Submitted By
Chief Johnny L. Meniffee
Office of the Chief

****Confidential-For Fire Use**

CHIEF'S MESSAGE

PUBLIC CONNECTION

- 🔥 Command Meeting
- 🔥 MAFC Meeting
- 🔥 Area Chief discussion
- 🔥 Meeting with Lieutenant
- 🔥 Budget meeting
- 🔥 Swearing in Ceremonies
- 🔥 SMAFC Meeting
- 🔥 Advisory Committee Meeting
- 🔥 MLK Peace Walk
- 🔥 Downriver Chiefs meeting
- 🔥 Oakway Chiefs
- 🔥 Jackson Andy's Place visit
- 🔥 Firefighter Tech Advisory Committee Meeting
- 🔥 Legislative Priority meeting
- 🔥 Meeting with MPFFU Executive Board – Mental Health
- 🔥 Fire Prevention Meeting
- 🔥 Lathrup Village Water Infrastructure meeting
- 🔥 State EMS Inspection
- 🔥 Hatzalah of Michigan – discussion
- 🔥 Sustainability Task Force meeting
- 🔥 Succession Planning meeting



SERVE-ELEVATE-EDUCATION

LATHRUP VILLAGE

TOTAL RUNS
43



FIRE RUNS 8
YEAR-TO-DATE
8

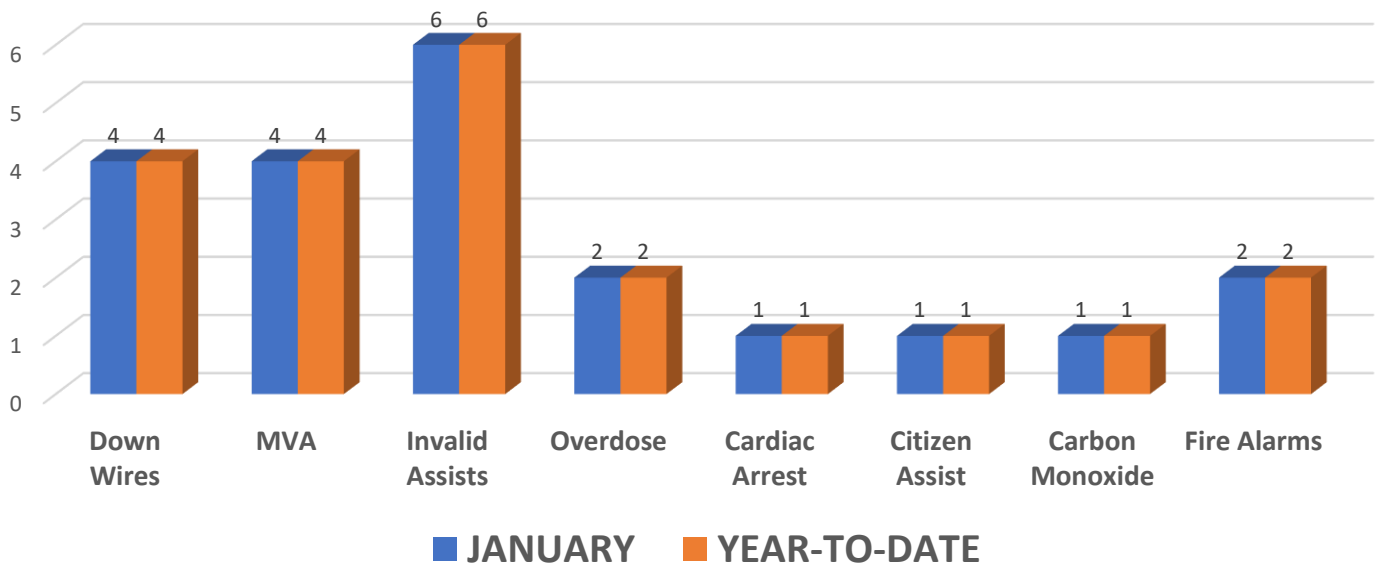
2022 Totals - 495

- FIRE - 96
- EMS - 399



EMS RUNS 35
YEAR-TO-Date
35

RUN TYPE





City of Lathrup Village

27400 Southfield Road
Lathrup Village, MI 48076
248-557-2628
www.lathrupvillage.org

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application:

Jan. 24, 2023

Please check the committee for which you are applying:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Other |
| <input type="checkbox"/> Historic District Commission | |

Name: Yolanda Arnold		Are you at least 18 years old? YES (CHECK ONE) <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
Street Address: 27600 Goldengate Dr. W Lathrup Vlg	City: MI	Zip: 48076	
Home Phone: 248-996-6476	Alt Phone: 313-770-6308		
Email: yocoa113@gmail.com			

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

I retired from Wayne Co. Probate Court after 28 yrs
 I was a Union rep for 5 yrs
 I'm a licensed real estate sales person for 20 yrs.
 I'm on the media team at my church
 I'm on the Mission Ministry.

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

I was on the Homeowners Association at LV
 I've lived here since 2010



City of Lathrup Village

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

JAN 30 2023

City of Lathrup Village

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 1/30/23

Please check the committee for which you are applying:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Historic District Commission | |

Name: <u>MIKE OMOTOSO</u>			Are you at least 18 years of age? (Check one) <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Street Address: <u>18202 WILTSHIRE BLVD.</u>	City: <u>LATHRUP VLG.</u>	State: <u>MI</u>	Zip: <u>48076</u>
Home Phone: <u>248 433 6219</u>		Alt. Phone: <u>248 515 8071</u>	
Email: <u>MIKEOMOTOSO2016@GMAIL.COM</u>			

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

5+ YEARS STRATEGICAL PLANNING EXPERIENCE IN THE AUTO
INDUSTRY.

RESIDENT OF LATHRUP VILLAGE FOR OVER 4 YEARS

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

I PAY MY TAXES AND MY UTILITY BILLS. UNLIKE A LOT
OF MY NEIGHBORS FROM WHAT I SAW IN THE LOCAL
PAPER RECENTLY. &



City of Lathrup Village

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

FEB 10 2023

City of Lathrup Village

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: 2-14-2023

Please check the committee for which you are applying:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Historic District Commission |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Marijuana Study Group |
| <input type="checkbox"/> DDA – Economic Vitality Committee | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> DDA – Promotions Committee | <input type="checkbox"/> Recreation Advisory Committee Streets |
| <input type="checkbox"/> DDA – Design Committee | <input type="checkbox"/> & Sidewalks Study Group |
| | Other: _____ |

Name: Marvin Moore			
Street Address: 28050 Red River Dr. N.	City: Lathrup Village	State: MI	Zip: 48076
Home Phone: 248-569-7746		Alt. Phone: 248-514-2090	
Email: Moores5LV@aol.com			
Are you at least 18 years of age? Check one: Y <input type="checkbox"/> N <input type="checkbox"/>	Are you a registered voter in Lathrup Village? Y <input type="checkbox"/> N <input type="checkbox"/>	Have you been a resident of Lathrup Village for over 1 year? Y <input type="checkbox"/> N <input type="checkbox"/>	

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

Resident for over 30 years. Graduate College degree. Member of Elim Baptist Church.

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

I have a Masters Degree in Business from Duke University. Served as a Police officer for 5 years. Resident of Lathrup Village for over 30 years.

Marvin Moore

Applicant Signature

2-14-23

Date

Return signed & completed application to:

CityClerk@LathrupVillage.org or

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

Memorandum

To: Mayor and City Council

From: Pamela Bratschi, Assistant City Administrator/Treasurer

Date: February 21, 2023

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of January 2023.

MOTION:

To approve the Monthly Disbursements for the month of January 2023 as:

JANUARY DISBURSEMENTS W/ SALARY INCLUDED			
FUND 101	GENERAL FUND	\$	476,768.05
FUND 202	MAJOR ROADS	\$	9,568.31
FUND 203	LOCAL ROADS	\$	7,440.31
FUND 258	CAPITAL FUND	\$	-
FUND 397	ROAD MILLAGE FUND	\$	-
FUND 494	DOWNTOWN DEV. AUTH	\$	22,198.66
FUND 592	WATER & SEW	\$	197,480.78
TOTAL DISBURSEMENTS		\$	713,456.11

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 1/16/2023-1/31/2023

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$20,996.40	Bratschi, Dodd, London, Montenegro Miller, Thornhill
DDA	\$5,247.80	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$38,238.30	Button, Carmack, Chickensky, Fisher, Gijbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$64,482.50

Deductions \$22,867.38

Net Payroll \$41,615.12

* Fund Totals Include Gross Payroll

General Fund	\$59,234.70
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	\$5,247.80
Water & Sewer Fund	\$0.00

Total	\$64,482.50
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CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 1/16/2023-1/31/2023

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$20,996.40	Bratschi, Dodd, London, Montenegro Miller, Thornhill
DDA	\$5,247.80	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$42,968.78	Button, Carmack, Chickensky, Fisher, Gijbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$69,212.98

Deductions \$23,281.06

Net Payroll \$45,931.92

* Fund Totals Include Gross Payroll

General Fund	\$417,533.35
Major Road Fund	\$9,568.31
Local Road Fund	\$7,440.31
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$16,950.86
Water & Sewer Fund	\$197,480.78

Total	\$648,973.61
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BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-084.369	DUE FROM BUILDING AUTHORITY	SOUTHFIELD LOCK & KEY INC.	REINSTALL HANDLE	70.00	47427
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED REF	PROPERTY TAXES FOR 27315 LATHRUP BLVD	6,077.98	2785
101-000.000-206.000	TAX OVERAGE REFUND	GLORIA RUTLEDGE WALTON	OVERPAYMENT REFUND	1,896.66	2786
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. GF	POLICE OFFICERS GROUP BILLING	56.34	47380
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	1,237.46	47395
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	VALERIE BRYANT	DEPOSIT REFUND	300.00	47385
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	KANDICE PENN	DEPOSIT REFUND	300.00	47414
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	LAKENYA GADDY	EVENT DEPOSIT REFUND	300.00	47416
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	PAUL MACLIN	EVENT DEPOSIT REFUND	300.00	47419
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	JANUARY DUES	132.84	47356
101-000.000-415.000	MISCELLANEOUS REVENUE	JUDITH GARDNER	REFUND FOR SIDEWALK PAYMENT PLAN	50.00	47368
Total For Dept 000.000				10,721.28	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT FUND	2.86	47373
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	41.14	47345
101-100.000-726.000	OFFICE SUPPLIES	ZIP ETC.INC.	BUSINESS CARDS	220.00	47394
101-100.000-726.000	OFFICE SUPPLIES	ZIP ETC.INC.	#10 WINDOW	320.00	47394
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	6.48	47397
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	6.48	47397
101-100.000-726.000	OFFICE SUPPLIES	RHONDA WILSON	DITCH AND CULVERT REFUND	50.00	47423
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	COPY PAPER	195.80	47430
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	KELDA LONDON	75.00	47350
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING INSPECTIONS 12/1/22 - 12/31/22	1,226.53	47371
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	TRADE INSPECTIONS 12/1/22 - 12/31/22	1,218.10	47371
101-100.000-805.000	CABLE TELEVISION	COMCAST	SERVICE FROM 1/11/22 - 2/10/23	194.92	47355
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	700.00	47353
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	1,075.00	47409
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SERV	BUILDING SUPPLIES	48.80	47410
101-100.000-822.000	TRAINING	CARDMEMBER SERVICE	KELDA LONDON	650.00	47350
101-100.000-832.000	CITIZEN COMMUNICATION/PR	POSTMASTER	MAILING FOR THE NEWSLETTER	100.00	47342
101-100.000-840.000	LIBRARY PAYMENT	SOUTHFIELD PUBLIC LIBRARY	LIBRARY SERVICES 7/1/22 - 12/31/22	59,969.00	47428
101-100.000-848.000	GOVERNMENT OPERATIONS	JAGGED FORK	SOCMA DINNER	2,500.00	47343
101-100.000-848.000	GOVERNMENT OPERATIONS	MARK LEE	SOCMA SPEAKER FEE FOR SOCMA DINNER	125.00	47344
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	KELDA LONDON	22.16	47350
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	SUSAN MONTENEGRO	264.00	47350
101-100.000-848.000	GOVERNMENT OPERATIONS	CNA SURETY	BOND # 66488449N	55.00	47354
101-100.000-848.000	GOVERNMENT OPERATIONS	INTEGRITY BUSINESS SOLUTIO		47.50	47363
101-100.000-848.000	GOVERNMENT OPERATIONS	INTELLIENTICS, INC.	SELF SERVICE PORTAL 3/1/23 - 2/29/24	627.75	47364
101-100.000-848.000	GOVERNMENT OPERATIONS	AFRICAN AMERICAN MAYORS AS	MEMBERSHIP DUES JAN - DEC 2023	500.00	47396
101-100.000-848.000	GOVERNMENT OPERATIONS	KEEP MICHIGAN BEAUTIFUL, I	MEMBERSHIP 2023	25.00	47415
101-100.000-848.000	GOVERNMENT OPERATIONS	POINT & PAY	MONTHLY SERVICE FEE	50.00	47420
101-100.000-848.001	TECHNOLOGY	CARDMEMBER SERVICE	PAMELA BRATSCHI	86.77	47350
101-100.000-848.001	TECHNOLOGY	OAKLAND COUNTY	BS&A TAX SUPPORT	514.66	47377
101-100.000-848.001	TECHNOLOGY	VC3 INC	DOWNPAYMENT AGREEMENT RENEWAL	120.00	47390
101-100.000-848.001	TECHNOLOGY	BS & A SOFTWARE	ANNUAL SERVICE AND SUPPORT	4,871.00	47404
101-100.000-848.001	TECHNOLOGY	CARDMEMBER SERVICE	P BRATSCHI	86.77	47406
101-100.000-848.001	TECHNOLOGY	VC3 INC	RENEWAL OF MICROSOFT OFFICE	1,710.00	47434
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	SERVICE FROM 1/11/22 - 2/10/23	239.94	47355
101-100.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	BILLING PERIOD 12/2/22 - 1/1/23	245.15	47365
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY BILL 12/10/22 - 01/9/23	190.91	47425
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	AD	1,826.00	4

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-901.000	POSTAGE FEES	PURCHASE POWER	ACCOUNT # 8000-9090-1041-0012	836.49	47422
Total For Dept 100.000 GOVERNMENT SERVICES				81,044.21	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	ASCENSION MICHIGAN EMPLOYE	DRUG SCREEN AND PHYSICAL EXAM	116.00	47346
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD: 2/1/23 - 2/28/23	2,467.65	47401
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	COVERAGE PERIOD 2/1/23 - 2/2/-23	423.54	47402
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	MONTHLY PREMIUM	174.07	47429
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	263.78	47433
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL 12/1/22 - 12/31/22	1,592.50	47399
101-101.000-718.000	ELECTIONS	OAKLAND COUNTY	ELECTION DAY CONTRACT LABOR	1,424.49	47418
101-101.000-718.000	ELECTIONS	OAKLAND COUNTY	BALLOTS FOLDING AND ELECTION CODING	480.00	47418
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	OAKLAND SCHOOLS	WINTER TAX BILLS	1,382.02	47379
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL 12/1/22 - 12/31/22	3,280.00	47399
Total For Dept 101.000 ADMINISTRATION				11,604.05	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES 12/15/22 - 12/31/22	440.68	47353
101-201.000-702.000	SALARIES PART-TIME	CONTRACTORS CLOTHING CO.	ROCKY-RAMS HORN	192.61	47358
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	47374
101-201.000-702.000	SALARIES PART-TIME	AFLAC	AFLAC INSURANCE	138.72	47395
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES 1/15/23 - 1/31/23	440.68	47409
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	47417
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	SERVICE 12/7/22 - 1/7/23	5,388.16	47357
101-201.000-920.000	UTILITIES	DTE ENERGY	BILLING PERIOD 12/1/22 - 12/28/22	1,863.04	47359
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVICES	SALT	239.76	47361
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH CO.INC	BIRD AND PEST CONTROL	107.35	47366
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	MAINTENANCE PERIOD 1/1/23 - 1/31/23	238.65	47369
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	MISTER MAT RENTAL SERVICE	MAT	156.20	47375
101-201.000-938.000	PARKING LOT & GROUNDS	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	160.00	47409
Total For Dept 201.000 BUILDING & GROUNDS				10,665.35	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD: 2/1/23 - 2/28/23	1,892.22	47401
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	COVERAGE PERIOD 2/1/23 - 2/2/-23	2,117.70	47402
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	COVERAGE PERIOD	3,564.43	47403
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	COVERAGE PERIOD 2/1/23 - 2/28/23	9,000.60	47403
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	MONTHLY PREMIUM	318.43	47429
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803	803061 FOR RHS PLAN	878.42	47432
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	41.95	47433
101-301.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT FUND	5.54	47373
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	SUPPLIES	223.42	47345
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	BUILDING SUPPLIES	49.96	47345
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	5.19	47345
101-301.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	SCOTT MCKEE	234.99	47350
101-301.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	S MCKEE	14.99	47406
101-301.000-727.000	ROAD SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	83.77	47345
101-301.000-727.000	ROAD SUPPLIES	CARDMEMBER SERVICE	SCOTT MCKEE	576.40	47350
101-301.000-727.000	ROAD SUPPLIES	CARDMEMBER SERVICE	S MCKEE	85.19	47406
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	XEROX CORPORATION	METER USAGE 10/30/22 - 11/30/22	71.58	47391
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	XEROX CORPORATION	METER USAGE 10/30/22 - 11/30/22	84.67	47436
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	XEROX CORPORATION	METER USAGE 11/30/22 - 12/29/22	88.82	47436
101-301.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	SCOTT MCKEE	180.00	47436

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-803.000	MEMBERSHIPS & MEETINGS	MICHIGAN ASSOC OF CHIEFS (ACTIVE VOTING		115.00	47372
101-301.000-803.000	MEMBERSHIPS & MEETINGS	SOUTHEAST MI ASSOC OF CHIEF	2023 MEMBERSHIP APPLICATION RENEWAL DET	40.00	47383
101-301.000-803.000	MEMBERSHIPS & MEETINGS	SOUTHEAST MI ASSOC OF CHIEF	2023 MEMBERSHIP APPLICATION RENEWAL CHI	40.00	47383
101-301.000-803.000	MEMBERSHIPS & MEETINGS	TRANSPORTATION IMPROVEMENT	MEMBERSHIP 2023	2,022.00	47431
101-301.000-822.000	TRAINING	CARDMEMBER SERVICE	S MCKEE	109.20	47406
101-301.000-823.000	FIREARMS TRAINING	CARDMEMBER SERVICE	SCOTT MCKEE	158.84	47350
101-301.000-823.000	FIREARMS TRAINING	VANCE LAW ENFORCEMENT	WINCHESTER AMMO	556.80	47386
101-301.000-823.000	FIREARMS TRAINING	VANCE LAW ENFORCEMENT	WINDHAM WEAPONRY	7.50	47393
101-301.000-823.000	FIREARMS TRAINING	CARDMEMBER SERVICE	S MCKEE	228.39	47406
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	CITY OF SOUTHFIELD	FIRE SERVICE CONTRACT	163,004.82	47352
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MUNSON CLEANERS	UNIFORM CLEANING	107.25	47376
101-301.000-829.000	POLICE UNIFORMS & CLEANING	PRIORITY ONE EMERGENCY, INC	UNIFORM SHIRTS	133.98	47421
101-301.000-829.000	POLICE UNIFORMS & CLEANING	PRIORITY ONE EMERGENCY, INC	UNIFORM SHIRT	139.98	47421
101-301.000-829.000	POLICE UNIFORMS & CLEANING	SCOTT MCKEE	UNIFORM REIMBURSEMENT	100.00	47425
101-301.000-836.000	PRISONER LOCKUP	CITY OF BERKLEY	OCTOBER AND NOVEMBER PRISONER BOARD	600.00	47408
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	SERVICE 1/1/23 - 1/31/23	56.32	47347
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	SERVICE FROM 1/11/22 - 2/10/23	283.92	47355
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	SERVICES FROM 1/5/23 - 2/4/23	40.08	47355
101-301.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	BILLING PERIOD 12/2/22 - 1/1/23	245.15	47365
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY BILL 12/10/22 - 01/9/23	190.90	47435
101-301.000-851.000	RADIO COMMUNICATIONS	OAKLAND COUNTY	CLEMIS	2,667.00	47418
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	FULL SERVICE OIL CHANGE	33.98	47348
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	FULL SERVICE OIL CHANGE	73.95	47348
101-301.000-860.000	VEHICLE EXPENSE	CANFIELD EQUIPMENT SERVICE	RADAR INSTALLATION	260.00	47349
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	SCOTT MCKEE	149.94	47350
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	WASH	27.00	47367
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY	MOTORPOOL EXT PARTS AND LABOR	1,435.39	47377
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SYSTEMS	SERVICE 11/25/22 - 12/24/22	2,534.46	47384
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	OIL CHANGE	56.97	47400
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	OIL CHANGE	32.98	47400
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	OIL CHANGE	81.96	47400
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENTRAL	OIL CHANGES	103.94	47400
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	S MCKEE	149.94	47406
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	BALANCE FORWARD	27.00	47413
Total For Dept 301.000 PUBLIC SAFETY				195,332.91	
Dept 401.000 PUBLIC SERVICE					
101-401.000-890.000	PARK MAINTENANCE	HOME DEPOT CREDIT SERVICES	PARK BENCHES	16.92	47361
101-401.000-920.000	UTILITIES	COMCAST	SERVICES 1/9/23 - 2/8/23	7.31	47355
101-401.000-920.000	UTILITIES	DTE ENERGY	BILLING PERIOD 12/1/22 - 12/28/22	149.14	47359
101-401.000-920.000	UTILITIES	INTERMEDIA.NET INC	BILLING PERIOD 12/2/22 - 1/1/23	180.54	47365
101-401.000-920.000	UTILITIES	US BANK VOYAGER FLEET SYSTEMS	SERVICE 11/25/22 - 12/24/22	1,620.76	47384
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICE	10,539.95	47370
Total For Dept 401.000 PUBLIC SERVICE				12,514.62	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL WASTE CITIES	256.35	47426
Total For Dept 501.000 LEAF COLLECTION				256.35	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	MEMBERSHIP AND MONTHLY SURCHARGE	16,232.00	47382
101-502.000-801.001	SOCRRA	SOCRRA	MEMBER MSW	14,584.00	47382

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE

EXP CHECK RUN DATES 01/01/2023 - 01/31/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Item 9E.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 502.000					
		Total For Dept 502.000		30,816.00	
Dept 601.000 RECREATION					
101-601.000-812.000	COMMUNITY EVENTS	CARDMEMBER SERVICE	PAMELA BRATSCHI	93.40	47350
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	100.00	47409
101-601.000-884.000	CONCERTS IN THE PARK	ASCAP	ASCAP LICENSE	420.00	47398
		Total For Dept 601.000 RECREATION		613.40	
		Total For Fund 101 GENERAL FUND		353,568.17	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	MONTHLY PREMIUM	2.69	47429
202-702.000-864.000	TRAFFIC CONTROLS	DTE ENERGY	STREET LIGHTS 12/1/22 - 12/31/22	2,138.80	47359
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMM. FOR OAKLAND CO\	SIGNAL MAINTENANCE	146.35	47381
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAN	SIGNAL MAINTENANCE	79.05	47424
202-702.000-866.000	SNOW & ICE REMOVAL	DETROIT SALT COMPANY, L.C.	ROCK SALT	1,509.82	47411
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICE	5,441.60	47370
		Total For Dept 702.000		9,318.31	
Dept 702.100 CAPITAL IMP - STREET BOND					
202-702.100-970.000	CAPITAL EXPENDITURE	BENDZINSKI & CO	PROFESSIONAL SERVICES	250.00	2903
		Total For Dept 702.100 CAPITAL IMP - STREET BOND		250.00	
		Total For Fund 202 MAJOR ROAD FUND		9,568.31	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	MONTHLY PREMIUM	2.69	47429
203-703.000-861.000	ROAD MAINTENANCE	HOME DEPOT CREDIT SERVICE\	MAIL BOX	10.78	47361
203-703.000-864.000	TRAFFIC CONTROLS	ROAD COMM. FOR OAKLAND CO\	SIGNAL MAINTENANCE	146.35	47381
203-703.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKLAN	SIGNAL MAINTENANCE	79.06	47424
203-703.000-866.000	SNOW & ICE REMOVAL	DETROIT SALT COMPANY, L.C.	ROCK SALT	1,509.83	47411
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICE	5,441.60	47370
		Total For Dept 703.000		7,190.31	
Dept 703.100 CAPITAL IMP - STREET BOND					
203-703.100-970.000	CAPITAL EXP - STREET BOND	BENDZINSKI & CO	PROFESSIONAL SERVICES	250.00	2903
		Total For Dept 703.100 CAPITAL IMP - STREET BOND		250.00	
		Total For Fund 203 LOCAL ROAD FUND		7,440.31	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD: 2/1/23 - 2/28/23	1,570.91	47401
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN\	MONTHLY PREMIUM	65.16	47429
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	115.22	47433
494-000.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	27.88	47397
494-000.000-845.000	STREETSCAPING	CHRISTMAS DECOR	HOLIDAY DECORATIONS	7,192.74	47351
494-000.000-845.000	STREETSCAPING	CHRISTMAS DECOR	CHRISTMAS DECOR	1,244.65	47407
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PROFESSIONAL SERVICES THROUGH 12/3/22	1,486.50	47360
		Total For Dept 000.000		11,703.06	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY		11,703.06	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
EXP CHECK RUN DATES 01/01/2023 - 01/31/2023

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Item 9E.

BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD: 2/1/23 - 2/28/23	3,299.30	47401
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	MONTHLY PREMIUM	18.37	47429
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	18.25	47433
592-536.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	CASH REGISTER DRAWER	297.99	2902
592-536.000-902.000	BILLING SERVICES	POSTMASTER	POSTAGE FOR WATER BILLS	700.00	2901
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICE	6,114.65	47370
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER SERVICE FOR 12/1/22 - 12/31/22	20,411.72	2909
592-536.000-970.000	CAPITAL EXPENDITURE	BENDZINSKI & CO	PROFESSIONAL SERVICES	500.00	2903
Total For Dept 536.000 WATER DEPARTMENT				31,360.28	
Dept 536.100 WATER DEPARTMENT					
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEME	EJ USA INC	COPPER	684.11	2910
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEME	SUNDE BUILDING INC.	STOP BOXES AND LABOR	6,050.00	2914
Total For Dept 536.100 WATER DEPARTMENT				6,734.11	
Dept 536.500 WATER DEPARTMENT					
592-536.500-970.000	CAPITAL FIRE HYDRANTS	SUNDE BUILDING INC.	UNDERGROUND REPAIR DECEMBER 2022	2,200.00	2914
Total For Dept 536.500 WATER DEPARTMENT				2,200.00	
Dept 536.600 WATER DEPARTMENT					
592-536.600-970.000	CAPITAL EXP - GATE VALVES	CORE&MAIN	HYD/VALVES 2022	32,488.47	2905
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EJ USA INC	GATE VALVES	3,471.08	2910
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EJ USA INC	FIRE HYDRANTS	502.00	2910
Total For Dept 536.600 WATER DEPARTMENT				36,461.55	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD: 2/1/23 - 2/28/23	285.02	47401
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	MONTHLY PREMIUM	18.36	47429
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	18.25	47433
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICE	6,114.65	47370
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE ENERGY	SERVICE 12/6/22 - 1/4/22	24.62	2906
592-537.000-939.000	SEWER SYTEM MAINTENANCE	OAKLAND COUNTY WATER RESOU	SEWER SYSTEM MAINTENANCE CHARGE	18,750.00	47378
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL SERVICES	87,035.16	2908
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	BILLING PERIOD 12/1/22 - 12/28/22	1,946.40	47359
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	SERVICE 12/7/22 - 1/7/23	286.91	47357
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	SERVICE FOR 1/8/23 - 2/7/23	254.70	2904
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	KISM LLC	LIFTSTATIONS FOR 1/2023 THROUGH 12/2023	2,625.00	2912
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	OAKLAND COUNTY	FAILED GRINDER PUMP	1,489.88	2913
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	GREAT LAKES WATER AUTHORITY	METERS	1,415.89	2911
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCOP	MUNICIPAL - MICHIGAN	460.00	2907
Total For Dept 537.000 SEWER DEPARTMENT				120,724.84	
Total For Fund 592 WATER & SEWER FUND				197,480.78	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
EXP CHECK RUN DATES 01/01/2023 - 01/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:		
Fund 101 GENERAL FUND	353,568.17	
Fund 202 MAJOR ROAD FUNI	9,568.31	
Fund 203 LOCAL ROAD FUNI	7,440.31	
Fund 494 DOWNTOWN DEVELC	11,703.06	
Fund 592 WATER & SEWER I	197,480.78	
Total For All Funds:		579,760.63



LAW OFFICE

BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207

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SCOTT R. BAKER
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

January 19, 2023

Via Email

Susan Montenegro
City Administrator

Pam Bratschi, MiCPT, CPFA
City Treasurer

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

Re: Legal Department Billing for December 1 through December 31, 2022

Dear Ms. Bratschi:

The following is our law firm's billing to the City of Lathrup Village for the month of December 2022:

1. General Retainer	\$2,500.00
2. Special Legal Services	\$ 780.00
3. Downtown Development Authority	\$
4. Project Reimbursement	\$
5. Prosecution/Code Enforcement	<u>\$1,592.50</u>
	\$4,872.50

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker

Enclosures



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January 19, 2023

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

Invoice Number: 1496

Invoice Period: 12-01-2022 - 12-31-2022

RE: General Retainer**Time Details**

Date	Professional	Description	Hours	Amount
12-01-2022	SRB	Receipt and review of correspondence from S. Stec re Planning Commission 2023 goal setting	0.25	No Charge
12-02-2022	SRB	Receipt and review of correspondence from S. Stec re Planning Commission 2023 goal setting	0.25	No Charge
12-02-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Council Agenda	0.25	No Charge
12-05-2022	SRB	Prepare for and attend City Council Study Session	2.00	No Charge
12-06-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Council Agenda	0.25	No Charge
12-07-2022	SRB	Receipt and review of correspondence from S. Montenegro re: your Town Publication	0.25	No Charge
12-07-2022	SRB	Receipt and review of correspondence from S. Montenegro re: workshop	0.25	No Charge
12-09-2022	SRB	Receipt, review and respond to correspondence from Mayor Pro-Tem re pool fencing	0.50	No Charge
12-12-2022	SRB	Receipt and review of correspondence from S. Stec re ZBA application BP	0.25	No Charge
12-14-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Townhall dates	0.25	No Charge
12-15-2022	SRB	Receipt and review of correspondence from S. Stec re ZBA application BP	0.25	No Charge
12-16-2022	SRB	Receipt and review of correspondence from S. Stec re Planning	0.25	No Charge

We appreciate your business

Page 1 of 2

Date	Professional	Description	Hours	Amount	Item 9E.
		Commission Agenda			
12-16-2022	SRB	Receipt and review of correspondence from S. Stec re Waste ordinance	0.25	No Charge	
12-16-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Agenda Packet	0.25	No Charge	
12-16-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Agenda Packet	0.25	No Charge	
12-18-2022	SRB	Receipt, review and respond to correspondence from Mayor Pro-Tem re ZBA	0.50	No Charge	
12-19-2022	SRB	Receipt and review of correspondence from S. Montenegro re: CDBG	0.25	No Charge	
12-19-2022	SRB	Receipt and review of correspondence from S. Stec re Waste ordinance	0.25	No Charge	
12-19-2022	SRB	Prepare for and attend City Council Study Session	2.00	No Charge	
12-19-2022	SRB	Prepare for and attend City Council Regular Meeting	2.50	No Charge	
12-19-2022	SRB	Receipt and review of correspondence from S. Stec re Planning Commission Agenda	0.25	No Charge	
12-21-2022	SRB	Receipt and review of correspondence from S. Montenegro re: Resident Comments	0.25	No Charge	
12-22-2022	SRB	Receipt and review of multiple correspondence from Council woman Miller	0.25	No Charge	
12-22-2022	SRB	Receipt and review of correspondence from Mayor Garrett	0.25	No Charge	
12-30-2022	SRB	Services Rendered		2,500.00	
			Total	2,500.00	

Time Summary

Professional	Hours	Amount
Scott Baker	12.25	2,500.00
Total		2,500.00

Total for this Invoice 2,500.00

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January 19, 2023

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

Invoice Number: 1497

Invoice Period: 12-01-2022 - 12-31-2022

RE: Prosecution/Code Enforcement**Time Details**

Date	Professional	Description	Hours	Amount
12-02-2022	SRB	Receipt and Review of correspondence from 46th District Court; Draft and Transmit Nolle Pros re: 18LV02537B	0.50	65.00
12-05-2022	SRB	Receipt and review updated 46th District Court calendar concerning informal hearing dates in 2023.	0.25	32.50
12-06-2022	SRB	Receipt, review and respond to correspondence from defense attorney re 22LV01619A&B	0.25	32.50
12-06-2022	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV01619 A & B	0.50	65.00
12-06-2022	SRB	Receipt, review and respond to correspondence from defense attorney re 22LV1921A	0.25	32.50
12-07-2022	SRB	Receipt, review and respond to correspondence from defense attorney re 22LV1921A	0.25	32.50
12-07-2022	SRB	Receipt, review and respond to correspondence from defense attorney re 22LV1921A	0.25	32.50
12-07-2022	SRB	Receipt, review and respond to correspondence from Quality Towing Attorney; telephone conference with same Re Motion to quash subpoena	1.00	130.00
12-07-2022	SRB	Prepare for and appear in 46th District Court for LV prosecution docket	3.50	455.00
12-07-2022	SRB	Receipt, review and respond to correspondence from defense attorney re 22LV01619A&B	0.25	32.50
12-07-2022	SRB	Conduct telephone pre-trial conference with defense attorney,	0.50	65.00

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Page 1 of 2

Date	Professional	Description	Hours	Amount	Item 9E.
		prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02010A			
12-07-2022	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02064A	0.50	65.00	
12-07-2022	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02004A	0.50	65.00	
12-07-2022	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02082A	0.50	65.00	
12-07-2022	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV01921A	0.50	65.00	
12-12-2022	SRB	Receipt and review of 46th District Court calendars for 03/2022.	0.25	32.50	
12-19-2022	SRB	Receipt and review of correspondence from 46th District Court re 1/11/23 Prosecution Docket	0.25	32.50	
12-22-2022	SRB	Receipt and review appearance and discovery request and transmit same to police clerk for processing re: 19LV01488A.	0.25	32.50	
12-22-2022	SRB	Review of file materials and Notices to Appear for 01/11/2023 docket and correspondence to Police Clerk concerning records re: 22LV02261ABC; 22LV02341A; 22LV02290A; 22LV02373A; 22LV02183AB; 22LV02280A; 22LV02365AB; 22LV02226AB; 22LV02271AB; 22LV02259AB; 22LV01568A; 22LV02315A.	2.00	260.00	
			Total	1,592.50	

Time Summary

Professional	Hours	Amount
Scott Baker	12.25	1,592.50
Total		1,592.50
Total for this Invoice		1,592.50



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January 19, 2023

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

Invoice Number: 1498

Invoice Period: 12-01-2022 - 12-31-2022

RE: Special Legal Services**Time Details**

Date	Professional	Description	Hours	Amount
12-01-2022	SRB	receipt, review and respond to correspondence from City Planner re Planner Training	0.25	32.50
12-02-2022	SRB	receipt, review and respond to correspondence from City Planner re Planner Training	0.25	32.50
12-05-2022	SRB	receipt, review and respond to correspondence from City Planner re Planner Training	0.25	32.50
12-08-2022	SRB	Meeting with Staff and Planer re ROW Encroachments	1.00	130.00
12-12-2022	SRB	Review and respond to correspondence from Liability Carrier attorney re JMC	0.25	32.50
12-16-2022	SRB	receipt, review and respond to correspondence from City Planner re Waste & Rubbish Ordinance	0.25	32.50
12-19-2022	SRB	receipt, review and respond to correspondence from City Planner re Waste & Rubbish Ordinance	0.25	32.50
12-19-2022	SRB	Receipt, review and respond to correspondence from petitioner's attorney; exchange email correspondence with Oakland County Equalization re Golden Gate Plaza V City of Lathrup Village 22-000536.	1.00	130.00
12-19-2022	SRB	receipt, review and respond to correspondence from Petitioner Attorney re Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50
12-20-2022	SRB	Prepare for and attend Planning Commission Meeting	1.00	130.00
12-21-2022	SRB	Draft Notice of Public Hearing re 2022 Delinquent Assessments and transmit same to Clerk	0.50	65.00

We appreciate your business

Page 1 of 2

Date	Professional	Description	Hours	Amount	Item 9E.
12-21-2022	SRB	receipt, review and respond to correspondence from Oakland Equalization re Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50	
12-21-2022	SRB	Receipt and review of correspondence and attachments from BP Petro Property Owner	0.25	32.50	
12-27-2022	SRB	receipt, review and respond to correspondence from Petitioner Attorney re Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50	
			Total	780.00	

Time Summary

Professional	Hours	Amount
Scott Baker	6.00	780.00
Total		780.00
Total for this Invoice		780.00

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL		01/31/2023	MONTH 01/31/23	BALANCE	
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-401.000	CITY TAXES	2,845,012.00	2,845,012.00	2,764,752.30	14,995.13	80,259.70	97.18
101-000.000-402.000	REFUSE COLLECTION TAXES	426,724.00	426,724.00	413,820.85	2,249.06	12,903.15	96.98
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,000.00	3,000.00	357.16	0.00	2,642.84	11.91
101-000.000-414.000	TAX PENALTIES	35,000.00	35,000.00	8,207.79	1,557.62	26,792.21	23.45
101-000.000-415.000	MISCELLANEOUS REVENUE	15,000.00	15,000.00	7,866.03	243.70	7,133.97	52.44
101-000.000-416.000	WORK COMP DIVIDEND REVENUE	0.00	5,103.00	5,103.00	0.00	0.00	100.00
101-000.000-416.001	PROPERTY & LIABILITY DIVIDEND REVENUE	6,500.00	8,845.00	8,845.00	0.00	0.00	100.00
101-000.000-419.000	AT & T LEASE PAYMENTS	60,889.00	60,889.00	37,242.46	10,148.22	23,646.54	61.16
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	48,000.00	48,000.00	25,995.47	1,863.81	22,004.53	54.16
101-000.000-423.000	WORK COMP REIMBURSEMENT	0.00	19,393.00	19,392.65	0.00	0.35	100.00
101-000.000-424.000	UNEARNED REVENUE	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
101-000.000-446.000	INVESTMENT INTEREST	15,000.00	35,000.00	26,568.36	5,427.87	8,431.64	75.91
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	88,000.00	88,000.00	86,631.77	9,320.12	1,368.23	98.45
101-000.000-455.000	METRO AUTHORITY-FEE	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	95,000.00	95,000.00	39,690.34	9,974.00	55,309.66	41.78
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	8,500.00	8,500.00	4,172.00	675.00	4,328.00	49.08
101-000.000-458.000	PLUMBING/HEATING PERMITS	10,000.00	10,000.00	8,225.00	1,700.00	1,775.00	82.25
101-000.000-459.000	ELECTRICAL PERMITS	10,000.00	10,000.00	6,715.00	732.00	3,285.00	67.15
101-000.000-460.000	LICENSES & REGISTRATIONS	14,000.00	14,000.00	2,520.00	450.00	11,480.00	18.00
101-000.000-461.000	DOG & CAT LICENSES	1,100.00	1,100.00	813.10	319.00	286.90	73.92
101-000.000-465.000	CABLE TV REVENUES	120,000.00	120,000.00	59,171.26	5,224.10	60,828.74	49.31
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-000.000-470.001	DOG PARK REVENUE	1,600.00	1,600.00	150.00	50.00	1,450.00	9.38
101-000.000-470.002	COMMUNITY GARDEN REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
101-000.000-471.000	DONATIONS-OTHER	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	65,000.00	65,000.00	42,673.00	6,777.00	22,327.00	65.65
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-542.000	SMART CREDITS	9,685.00	9,685.00	0.00	0.00	9,685.00	0.00
101-000.000-543.000	FEDERAL/STATE GRANT	0.00	2,500.00	2,500.00	0.00	0.00	100.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00	15,000.00	7,172.02	530.50	7,827.98	47.81
101-000.000-574.000	STATE SHARED REVENUES	477,151.00	477,151.00	263,687.00	0.00	213,464.00	55.26
101-000.000-612.000	DISTRICT COURT FINES	70,000.00	70,000.00	36,045.17	5,828.00	33,954.83	51.49
101-000.000-626.000	COMMUNITY DEVELOPMENT	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-000.000-627.000	SIDEWALK REVENUES	200,000.00	280,000.00	295,202.13	34,636.64	(15,202.13)	105.43
101-000.000-628.000	WEED/CODE ENFORCEMENT REVENUE	14,788.00	60,000.00	50,509.49	4,567.26	9,490.51	84.18
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	20,000.00	20,000.00	24,433.27	10,580.48	(4,433.27)	122.17
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	4,917.00	4,917.00	4,917.00	0.00	100.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00	4,000.00	4,000.00	4,000.00	0.00	100.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	22,000.00	22,000.00	22,000.00	22,000.00	0.00	100.00
101-000.000-681.000	SALE OF ABANDONED PROPERTY	150,000.00	142,700.00	142,700.00	0.00	0.00	100.00
Total Dept 000.000		5,101,066.00	5,268,319.00	4,422,078.62	158,766.51	846,240.38	83.94
TOTAL REVENUES		5,101,066.00	5,268,319.00	4,422,078.62	158,766.51	846,240.38	83.94
Expenditures							
Dept 100.000 - GOVERNMENT SERVICES							
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	40,000.00	40,164.00	40,164.00	0.00	0.00	100.00
101-100.000-710.000	UNEMPLOYMENT INSURANCE	50.00	50.00	7.85	2.86	42.15	15.70
101-100.000-712.000	WORKER'S COMP INSURANCE	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-100.000-713.000	MERS CITY CONTRIBUTIONS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	6,000.00	3,749.72	839.90	2,250.28	62.00
101-100.000-732.000	CODE ENFORCEMENT	4,500.00	4,500.00	465.00	0.00	4,035.00	10.00

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL		01/31/2023	MONTH 01/31/23	BALANCE	
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-100.000-802.000	TAX TRIBUNAL RETURNS	1,500.00	10,366.00	10,365.94	0.00	0.06	100.00
101-100.000-803.000	MEMBERSHIPS & MEETINGS	6,000.00	6,000.00	3,351.39	75.00	2,648.61	55.86
101-100.000-804.000	BUILDING TRADE INSPECTION	70,000.00	70,000.00	23,795.46	2,444.63	46,204.54	33.99
101-100.000-805.000	CABLE TELEVISION	55,000.00	55,000.00	26,300.71	194.92	28,699.29	47.82
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	25,000.00	25,000.00	17,130.95	1,823.80	7,869.05	68.52
101-100.000-810.000	AUDITING & ACCOUNTING	34,840.00	34,840.00	23,704.75	0.00	11,135.25	68.04
101-100.000-822.000	TRAINING	5,000.00	5,000.00	5,358.17	650.00	(358.17)	107.16
101-100.000-832.000	CITIZEN COMMUNICATION/PR	15,000.00	15,000.00	1,300.00	100.00	13,700.00	8.67
101-100.000-840.000	LIBRARY PAYMENT	132,000.00	132,000.00	59,969.00	59,969.00	72,031.00	45.43
101-100.000-848.000	GOVERNMENT OPERATIONS	25,000.00	25,000.00	22,462.61	5,101.39	2,537.39	89.85
101-100.000-848.001	TECHNOLOGY	45,000.00	45,000.00	43,290.41	7,389.20	1,709.59	96.20
101-100.000-850.000	TELEPHONE EXPENDITURES	18,000.00	18,000.00	7,334.07	676.00	10,665.93	40.74
101-100.000-860.000	VEHICLE EXPENSE	6,500.00	5,000.00	98.97	0.00	4,901.03	1.98
101-100.000-880.000	CDBG EXPENDITURES	2,000.00	2,298.00	2,240.39	0.00	57.61	97.49
101-100.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	1,486.50	1,486.50	13,813.50	9.72
101-100.000-900.000	PRINTING/PUBLICATION COSTS	12,000.00	12,000.00	6,990.00	1,826.00	5,010.00	58.25
101-100.000-901.000	POSTAGE FEES	6,000.00	6,000.00	3,044.34	836.49	2,955.66	50.74
101-100.000-955.003	ARPA EXPENDITURES	200,000.00	200,000.00	19,500.00	0.00	180,500.00	9.75
Total Dept 100.000 - GOVERNMENT SERVICES		781,690.00	789,518.00	322,110.23	83,415.69	467,407.77	40.80
Dept 101.000 - ADMINISTRATION							
101-101.000-701.000	SALARIES FULL-TIME	441,036.00	441,036.00	229,690.96	34,187.46	211,345.04	52.08
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	307,165.00	307,165.00	144,914.31	17,138.27	162,250.69	47.18
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00	20,000.00	6,629.00	1,592.50	13,371.00	33.15
101-101.000-718.000	ELECTIONS	10,000.00	15,173.00	17,077.59	1,904.49	(1,904.59)	112.55
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	36,057.00	36,057.00	36,044.46	1,382.02	12.54	99.97
101-101.000-722.000	LEGAL SERVICES	50,000.00	50,000.00	26,913.75	3,280.00	23,086.25	53.83
101-101.000-723.000	BOARD OF REVIEW	600.00	600.00	0.00	0.00	600.00	0.00
Total Dept 101.000 - ADMINISTRATION		864,858.00	870,031.00	461,270.07	59,484.74	408,760.93	53.02
Dept 201.000 - BUILDING & GROUNDS							
101-201.000-702.000	SALARIES PART-TIME	30,000.00	30,000.00	21,489.83	2,512.19	8,510.17	71.63
101-201.000-920.000	UTILITIES	45,000.00	45,000.00	33,035.38	7,251.20	11,964.62	73.41
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	38,000.00	38,000.00	14,110.50	741.96	23,889.50	37.13
101-201.000-930.001	BUILDING - GRANTS	5,359.00	5,359.00	0.00	0.00	5,359.00	0.00
101-201.000-936.000	EQUIPMENT MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-201.000-938.000	PARKING LOT & GROUNDS	8,000.00	8,000.00	1,905.00	160.00	6,095.00	23.81
Total Dept 201.000 - BUILDING & GROUNDS		127,859.00	127,859.00	70,540.71	10,665.35	57,318.29	55.17
Dept 301.000 - PUBLIC SAFETY							
101-301.000-701.000	SALARIES FULL-TIME	793,250.00	793,250.00	466,894.34	66,899.35	326,355.66	58.86
101-301.000-702.000	SALARIES PART-TIME	50,000.00	50,000.00	39,006.48	7,036.15	10,993.52	78.01
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	641,229.00	641,229.00	337,666.53	35,338.53	303,562.47	52.66
101-301.000-704.000	SALARIES-OVERTIME	50,000.00	50,000.00	17,890.71	3,586.97	32,109.29	35.78
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	26,106.00	26,106.00	26,106.00	0.00	0.00	100.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00	100.00	15.24	5.54	84.76	15.24
101-301.000-712.000	WORKER'S COMP INSURANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-301.000-726.000	OFFICE SUPPLIES	4,000.00	4,000.00	2,283.49	528.55	1,716.51	57.09
101-301.000-727.000	ROAD SUPPLIES	2,000.00	2,000.00	1,571.32	745.36	428.68	78.58
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00	1,000.00	388.61	0.00	611.39	38.86

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	2,000.00	2,000.00	355.73	245.07	1,644.27	17.79
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	500.00	500.00	0.00	0.00	500.00	0.00
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00	3,500.00	3,767.00	2,397.00	(267.00)	107.63
101-301.000-821.000	POLICE RESERVES	500.00	500.00	0.00	0.00	500.00	0.00
101-301.000-822.000	TRAINING	15,500.00	15,500.00	2,631.07	109.20	12,868.93	16.97
101-301.000-823.000	FIREARMS TRAINING	9,000.00	9,000.00	5,136.41	951.53	3,863.59	57.07
101-301.000-825.000	ANIMAL CONTROL	200.00	200.00	0.00	0.00	200.00	0.00
101-301.000-826.000	COMMUNITY POLICING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	2,000.00	2,000.00	822.32	0.00	1,177.68	41.12
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	709,371.00	709,371.00	489,014.46	163,004.82	220,356.54	68.94
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	3,214.38	481.21	11,785.62	21.43
101-301.000-836.000	PRISONER LOCKUP	4,000.00	4,000.00	1,100.00	600.00	2,900.00	27.50
101-301.000-850.000	TELEPHONE EXPENDITURES	9,500.00	9,500.00	6,958.84	816.37	2,541.16	73.25
101-301.000-851.000	RADIO COMMUNICATIONS	12,500.00	12,500.00	5,334.00	2,667.00	7,166.00	42.67
101-301.000-860.000	VEHICLE EXPENSE	37,000.00	37,000.00	33,692.67	4,795.60	3,307.33	91.06
Total Dept 301.000 - PUBLIC SAFETY		2,400,256.00	2,400,256.00	1,443,849.60	290,208.25	956,406.40	60.15
Dept 401.000 - PUBLIC SERVICE							
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	20,000.00	20,000.00	9,840.82	1,113.20	10,159.18	49.20
101-401.000-890.000	PARK MAINTENANCE	7,000.00	7,000.00	16.92	16.92	6,983.08	0.24
101-401.000-892.000	SIDEWALK MAINTENANCE	334,247.00	552,576.00	402,575.50	0.00	150,000.50	72.85
101-401.000-920.000	UTILITIES	21,000.00	21,000.00	16,059.87	1,957.75	4,940.13	76.48
101-401.000-921.000	CONTRACTUAL SERVICES	126,479.00	126,479.00	63,239.70	10,539.95	63,239.30	50.00
101-401.000-936.000	EQUIPMENT MAINTENANCE	4,200.00	6,617.00	6,617.41	0.00	(0.41)	100.01
Total Dept 401.000 - PUBLIC SERVICE		512,926.00	733,672.00	498,350.22	13,627.82	235,321.78	67.93
Dept 501.000 - LEAF COLLECTION							
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	7,000.00	7,000.00	2,015.97	256.35	4,984.03	28.80
Total Dept 501.000 - LEAF COLLECTION		7,000.00	7,000.00	2,015.97	256.35	4,984.03	28.80
Dept 502.000							
101-502.000-801.001	SOCRRA	369,794.00	369,794.00	199,480.00	30,816.00	170,314.00	53.94
Total Dept 502.000		369,794.00	369,794.00	199,480.00	30,816.00	170,314.00	53.94
Dept 601.000 - RECREATION							
101-601.000-701.000	SALARIES FULL-TIME	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	5,642.00	5,642.00	0.01	0.00	5,641.99	0.00
101-601.000-712.000	WORKER'S COMP INSURANCE	800.00	800.00	0.00	0.00	800.00	0.00
101-601.000-806.000	ADULT PROGRAMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-807.000	BUS TRANSPORTATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-811.000	SENIOR ACTIVITIES	800.00	800.00	139.13	0.00	660.87	17.39
101-601.000-812.000	COMMUNITY EVENTS	8,500.00	8,500.00	6,918.64	193.40	1,581.36	81.40
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	500.00	500.00	11.03	0.00	488.97	2.21
101-601.000-815.000	COMMUNITY GARDEN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-817.000	FITNESS CENTER EXP	500.00	500.00	146.90	0.00	353.10	29.38
101-601.000-843.000	DOG PARK EXPENSES	500.00	500.00	15.00	0.00	485.00	3.00
101-601.000-884.000	CONCERTS IN THE PARK	400.00	400.00	420.00	420.00	(20.00)	105.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE
PERIOD ENDING 01/31/2023

Item 9E.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 601.000 - RECREATION		50,642.00	50,642.00	7,650.71	613.40	42,991.29	15.11
Dept 811.000							
101-811.000-970.000	CAPITAL EXPENDITURE	157,924.00	157,924.00	0.00	0.00	157,924.00	0.00
Total Dept 811.000		157,924.00	157,924.00	0.00	0.00	157,924.00	0.00
TOTAL EXPENDITURES		5,272,949.00	5,506,696.00	3,005,267.51	489,087.60	2,501,428.49	54.57
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,101,066.00	5,268,319.00	4,422,078.62	158,766.51	846,240.38	83.94
TOTAL EXPENDITURES		5,272,949.00	5,506,696.00	3,005,267.51	489,087.60	2,501,428.49	54.57
NET OF REVENUES & EXPENDITURES		(171,883.00)	(238,377.00)	1,416,811.11	(330,321.09)	(1,655,188.11)	594.36

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR ROAD FUND							
Revenues							
Dept 702.000							
202-702.000-574.000	STATE SHARED REVENUES	373,671.00	373,671.00	159,099.38	28,640.51	214,571.62	42.58
202-702.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
202-702.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	952,207.00	952,207.00	0.00	0.00	952,207.00	0.00
Total Dept 702.000		1,326,478.00	1,326,478.00	159,099.38	28,640.51	1,167,378.62	11.99
TOTAL REVENUES		1,326,478.00	1,326,478.00	159,099.38	28,640.51	1,167,378.62	11.99
Expenditures							
Dept 702.000							
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	11,472.00	11,472.00	539.96	63.31	10,932.04	4.71
202-702.000-705.000	SALARIES-ADMIN	5,750.00	5,750.00	3,429.13	479.16	2,320.87	59.64
202-702.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
202-702.000-810.000	AUDITING & ACCOUNTING	5,741.00	6,500.00	5,741.00	0.00	759.00	88.32
202-702.000-856.000	ADMINISTRATION & ENGINEERING	4,000.00	4,000.00	4,000.00	4,000.00	0.00	100.00
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	5,000.00	1,644.67	0.00	3,355.33	32.89
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	42.38	0.00	957.62	4.24
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	3,289.66	2,364.20	21,710.34	13.16
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00	5,500.00	1,509.82	1,509.82	3,990.18	27.45
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
202-702.000-870.000	FORESTRY	36,000.00	36,000.00	4,682.50	0.00	31,317.50	13.01
202-702.000-921.000	CONTRACTUAL SERVICES	65,299.00	65,299.00	32,649.60	5,441.60	32,649.40	50.00
Total Dept 702.000		268,095.00	268,854.00	57,528.72	13,858.09	211,325.28	21.40
Dept 702.100 - CAPITAL IMP - STREET BOND							
202-702.100-970.000	CAPITAL EXPENDITURE	1,058,196.00	1,058,196.00	994,677.88	250.00	63,518.12	94.00
Total Dept 702.100 - CAPITAL IMP - STREET BOND		1,058,196.00	1,058,196.00	994,677.88	250.00	63,518.12	94.00
TOTAL EXPENDITURES		1,326,291.00	1,327,050.00	1,052,206.60	14,108.09	274,843.40	79.29
Fund 202 - MAJOR ROAD FUND:							
TOTAL REVENUES		1,326,478.00	1,326,478.00	159,099.38	28,640.51	1,167,378.62	11.99
TOTAL EXPENDITURES		1,326,291.00	1,327,050.00	1,052,206.60	14,108.09	274,843.40	79.29
NET OF REVENUES & EXPENDITURES		187.00	(572.00)	(893,107.22)	14,532.42	892,535.22	6,137.63

PERIOD ENDING 01/31/2023

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 01/31/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 203 - LOCAL ROAD FUND							
Revenues							
Dept 703.000							
203-703.000-415.000	MISCELLANEOUS REVENUE	13,603.00	13,603.00	3,637.23	0.00	9,965.77	26.74
203-703.000-574.000	STATE SHARED REVENUES	175,843.00	175,843.00	74,296.56	13,374.61	101,546.44	42.25
203-703.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
203-703.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	1,376,707.00	1,376,707.00	0.00	0.00	1,376,707.00	0.00
Total Dept 703.000		1,566,753.00	1,566,753.00	77,933.79	13,374.61	1,488,819.21	4.97
TOTAL REVENUES		1,566,753.00	1,566,753.00	77,933.79	13,374.61	1,488,819.21	4.97
Expenditures							
Dept 703.000							
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	11,472.00	11,472.00	539.95	63.31	10,932.05	4.71
203-703.000-705.000	SALARIES-ADMIN	5,750.00	5,750.00	3,429.13	479.16	2,320.87	59.64
203-703.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
203-703.000-810.000	AUDITING & ACCOUNTING	3,516.00	6,500.00	4,516.00	0.00	1,984.00	69.48
203-703.000-861.000	ROAD MAINTENANCE	250,000.00	250,000.00	10,402.61	10.78	239,597.39	4.16
203-703.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	42.37	0.00	957.63	4.24
203-703.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	1,150.90	225.41	23,849.10	4.60
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00	5,000.00	1,509.83	1,509.83	3,490.17	30.20
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
203-703.000-870.000	FORESTRY	36,000.00	36,000.00	4,682.50	0.00	31,317.50	13.01
203-703.000-921.000	CONTRACTUAL SERVICES	65,299.00	65,299.00	32,649.60	5,441.60	32,649.40	50.00
Total Dept 703.000		508,370.00	511,354.00	58,922.89	7,730.09	452,431.11	11.52
Dept 703.100 - CAPITAL IMP - STREET BOND							
203-703.100-970.000	CAPITAL EXP - STREET BOND	1,058,196.00	1,058,196.00	994,677.91	250.00	63,518.09	94.00
Total Dept 703.100 - CAPITAL IMP - STREET BOND		1,058,196.00	1,058,196.00	994,677.91	250.00	63,518.09	94.00
TOTAL EXPENDITURES		1,566,566.00	1,569,550.00	1,053,600.80	7,980.09	515,949.20	67.13
Fund 203 - LOCAL ROAD FUND:							
TOTAL REVENUES		1,566,753.00	1,566,753.00	77,933.79	13,374.61	1,488,819.21	4.97
TOTAL EXPENDITURES		1,566,566.00	1,569,550.00	1,053,600.80	7,980.09	515,949.20	67.13
NET OF REVENUES & EXPENDITURES		187.00	(2,797.00)	(975,667.01)	5,394.52	972,870.01	14,882.62

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED	01/31/2023	MONTH 01/31/23	BALANCE	
		BUDGET	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 258 - CAPITAL ACQUISITION FUND							
Revenues							
Dept 000.000							
258-000.000-446.000	INVESTMENT INTEREST	400.00	400.00	1,731.55	362.49	(1,331.55)	432.89
258-000.000-690.101	TRANSFER IN FROM GENERAL FUND	157,924.00	157,924.00	0.00	0.00	157,924.00	0.00
Total Dept 000.000		158,324.00	158,324.00	1,731.55	362.49	156,592.45	1.09
TOTAL REVENUES		158,324.00	158,324.00	1,731.55	362.49	156,592.45	1.09
Expenditures							
Dept 000.000							
258-000.000-970.000	CAPITAL EXPENDITURE	157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
Total Dept 000.000		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
TOTAL EXPENDITURES		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
Fund 258 - CAPITAL ACQUISITION FUND:							
TOTAL REVENUES		158,324.00	158,324.00	1,731.55	362.49	156,592.45	1.09
TOTAL EXPENDITURES		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
NET OF REVENUES & EXPENDITURES		400.00	400.00	(158,961.75)	362.49	159,361.75	19,740.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE
PERIOD ENDING 01/31/2023

Item 9E.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 397 - ROAD MILLAGE BOND FUND							
Revenues							
Dept 000.000							
397-000.000-446.000	INVESTMENT INTEREST	0.00	0.00	48,796.46	8,720.90	(48,796.46)	100.00
Total Dept 000.000		0.00	0.00	48,796.46	8,720.90	(48,796.46)	100.00
TOTAL REVENUES		0.00	0.00	48,796.46	8,720.90	(48,796.46)	100.00
Expenditures							
Dept 000.000							
397-000.000-720.000	INTEREST EXPENSE	0.00	0.00	109,375.00	0.00	(109,375.00)	100.00
Total Dept 000.000		0.00	0.00	109,375.00	0.00	(109,375.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	109,375.00	0.00	(109,375.00)	100.00
Fund 397 - ROAD MILLAGE BOND FUND:							
TOTAL REVENUES		0.00	0.00	48,796.46	8,720.90	(48,796.46)	100.00
TOTAL EXPENDITURES		0.00	0.00	109,375.00	0.00	(109,375.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(60,578.54)	8,720.90	60,578.54	100.00

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	311,100.00	311,100.00	26,761.25	0.00	284,338.75	8.60
494-000.000-410.000	TAX COLLECTED OTHER	36,676.00	36,676.00	29,860.86	0.00	6,815.14	81.42
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	22,364.11	0.00	(16,364.11)	372.74
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	18,445.56	3,861.46	(8,445.56)	184.46
Total Dept 000.000		363,776.00	363,776.00	97,431.78	3,861.46	266,344.22	26.78
TOTAL REVENUES		363,776.00	363,776.00	97,431.78	3,861.46	266,344.22	26.78
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	157,595.00	157,595.00	95,216.90	13,435.30	62,378.10	60.42
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	31,957.66	4,433.92	2,042.34	93.99
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,360.00	3,360.00	351.12	27.88	3,008.88	10.45
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	8,175.00	8,175.00	1,524.41	0.00	6,650.59	18.65
494-000.000-844.000	MAIN STREET PROGRAM	22,200.00	22,200.00	733.89	0.00	21,466.11	3.31
494-000.000-845.000	STREETSCAPING	33,300.00	33,300.00	8,694.95	8,437.39	24,605.05	26.11
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	15,497.00	0.00	(197.00)	101.29
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	956.60	0.00	1,043.40	47.83
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	505,624.00	505,624.00	39,482.24	0.00	466,141.76	7.81
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	8,457.00	8,457.00	361.91	0.00	8,095.09	4.28
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		828,911.00	828,911.00	195,576.68	26,334.49	633,334.32	23.59
TOTAL EXPENDITURES		828,911.00	828,911.00	195,576.68	26,334.49	633,334.32	23.59
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		363,776.00	363,776.00	97,431.78	3,861.46	266,344.22	26.78
TOTAL EXPENDITURES		828,911.00	828,911.00	195,576.68	26,334.49	633,334.32	23.59
NET OF REVENUES & EXPENDITURES		(465,135.00)	(465,135.00)	(98,144.90)	(22,473.03)	(366,990.10)	21.10

User: PAM

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PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Revenues							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00	40,000.00	12,336.24	1,786.00	27,663.76	30.84
592-536.000-640.000	WATER SERVICE	708,737.00	708,737.00	456,979.61	51,497.61	251,757.39	64.48
592-536.000-640.001	BOND REVENUE	227,268.00	227,268.00	133,610.90	19,120.90	93,657.10	58.79
592-536.000-640.002	CAPITAL BOND REVENUE	1,683,301.00	1,683,301.00	0.00	0.00	1,683,301.00	0.00
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00	25,000.00	19,801.88	2,668.95	5,198.12	79.21
592-536.000-642.000	METER CHARGE REVENUE	80,645.00	80,645.00	40,776.62	5,781.08	39,868.38	50.56
592-536.000-643.000	REPLACEMENT RESERVE REVENUE	182,410.00	182,410.00	0.00	0.00	182,410.00	0.00
592-536.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	41,939.24	6,964.43	(37,439.24)	931.98
Total Dept 536.000 - WATER DEPARTMENT		2,951,861.00	2,951,861.00	705,444.49	87,818.97	2,246,416.51	23.90
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-640.002	CAPITAL BOND REVENUE	680,783.00	680,783.00	0.00	0.00	680,783.00	0.00
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00	43,000.00	29,195.14	3,778.51	13,804.86	67.90
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,688,140.00	1,688,140.00	864,419.14	97,367.15	823,720.86	51.21
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00	43,000.00	20,878.83	2,988.93	22,121.17	48.56
592-537.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	32,649.48	6,964.43	(28,149.48)	725.54
Total Dept 537.000 - SEWER DEPARTMENT		2,459,423.00	2,459,423.00	947,142.59	111,099.02	1,512,280.41	38.51
TOTAL REVENUES		5,411,284.00	5,411,284.00	1,652,587.08	198,917.99	3,758,696.92	30.54
Expenditures							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-701.000	SALARIES FULL-TIME	20,004.00	20,004.00	10,365.00	1,825.00	9,639.00	51.81
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	158,268.00	158,268.00	70,075.88	9,215.62	88,192.12	44.28
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	7,959.00	7,959.00	7,959.00	0.00	0.00	100.00
592-536.000-810.000	AUDITING & ACCOUNTING	5,441.00	6,500.00	5,441.00	0.00	1,059.00	83.71
592-536.000-902.000	BILLING SERVICES	10,000.00	10,000.00	5,243.84	700.00	4,756.16	52.44
592-536.000-921.000	CONTRACTUAL SERVICES	73,376.00	73,376.00	36,687.90	6,114.65	36,688.10	50.00
592-536.000-935.000	EQUIPMENT REPLACEMENT	2,000.00	2,000.00	1,151.06	297.99	848.94	57.55
592-536.000-937.000	WATER SYSTEM MAINTENANCE	90,000.00	90,000.00	27,413.22	0.00	62,586.78	30.46
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00	4,917.00	4,917.00	4,917.00	0.00	100.00
592-536.000-944.000	WATER PURCHASES	454,416.00	454,416.00	159,965.83	20,411.72	294,450.17	35.20
592-536.000-955.000	MISCELLANEOUS EXPENDITURES	1,880.00	1,522.00	1,521.96	0.00	0.04	100.00
592-536.000-970.000	CAPITAL EXPENDITURE	0.00	4,288.00	4,787.50	500.00	(499.50)	111.65
592-536.000-974.000	WATER MAIN PROJECT	356,600.00	356,600.00	7,525.00	0.00	349,075.00	2.11
Total Dept 536.000 - WATER DEPARTMENT		1,184,861.00	1,189,850.00	343,054.19	43,981.98	846,795.81	28.83
Dept 536.100 - WATER DEPARTMENT							
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEMENT	24,000.00	50,000.00	38,226.81	6,734.11	11,773.19	76.45
Total Dept 536.100 - WATER DEPARTMENT		24,000.00	50,000.00	38,226.81	6,734.11	11,773.19	76.45
Dept 536.200 - WATER DEPARTMENT							
592-536.200-970.000	CAPITAL EXP - LEAD & COPPER LINE REPLACE	100,000.00	100,000.00	82,312.96	0.00	17,687.04	82.31
Total Dept 536.200 - WATER DEPARTMENT		100,000.00	100,000.00	82,312.96	0.00	17,687.04	82.31

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Expenditures							
Dept 536.300 - WATER DEPARTMENT							
592-536.300-970.000	CAPITAL EXP - WATER METER REPLACE	860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Total Dept 536.300 - WATER DEPARTMENT		860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Dept 536.400 - WATER DEPARTMENT							
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE	475,000.00	475,000.00	318,995.64	0.00	156,004.36	67.16
Total Dept 536.400 - WATER DEPARTMENT		475,000.00	475,000.00	318,995.64	0.00	156,004.36	67.16
Dept 536.500 - WATER DEPARTMENT							
592-536.500-970.000	CAPITAL FIRE HYDRANTS	84,000.00	100,000.00	126,392.95	34,688.47	(26,392.95)	126.39
Total Dept 536.500 - WATER DEPARTMENT		84,000.00	100,000.00	126,392.95	34,688.47	(26,392.95)	126.39
Dept 536.600 - WATER DEPARTMENT							
592-536.600-970.000	CAPITAL EXP - GATE VALVES	224,000.00	200,000.00	12,899.26	3,973.08	187,100.74	6.45
Total Dept 536.600 - WATER DEPARTMENT		224,000.00	200,000.00	12,899.26	3,973.08	187,100.74	6.45
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-701.000	SALARIES FULL-TIME	20,004.00	20,004.00	10,365.00	1,825.00	9,639.00	51.81
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	55,346.00	55,346.00	35,299.10	5,088.13	20,046.90	63.78
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	7,803.00	7,803.00	7,803.00	0.00	0.00	100.00
592-537.000-720.000	INTEREST EXPENSE	174,679.00	174,679.00	89,117.50	0.00	85,561.50	51.02
592-537.000-725.000	PAYING AGENT FEES	1,500.00	1,500.00	750.00	0.00	750.00	50.00
592-537.000-810.000	AUDITING & ACCOUNTING	5,441.00	6,500.00	5,441.00	0.00	1,059.00	83.71
592-537.000-921.000	CONTRACTUAL SERVICES	73,376.00	73,376.00	36,687.90	6,114.65	36,688.10	50.00
592-537.000-939.000	SEWER SYTEM MAINTENANCE	273,000.00	273,000.00	37,913.50	18,774.62	235,086.50	13.89
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	1,059,290.00	1,059,290.00	522,210.96	87,035.16	537,079.04	49.30
592-537.000-945.000	RETENTION TANK-UTIL ELEC	18,707.00	18,707.00	6,563.49	1,946.40	12,143.51	35.09
592-537.000-946.000	RETENTION TANK UTIL-WATER	5,000.00	5,000.00	3,969.90	0.00	1,030.10	79.40
592-537.000-947.000	RETENTION TANK UTIL-GAS	1,200.00	1,200.00	561.75	286.91	638.25	46.81
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	3,000.00	3,000.00	1,609.46	254.70	1,390.54	53.65
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	6,000.00	6,000.00	4,114.88	4,114.88	1,885.12	68.58
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	9,078.00	9,078.00	9,078.00	0.00	0.00	100.00
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	20,000.00	20,000.00	8,495.34	1,415.89	11,504.66	42.48
592-537.000-970.000	CAPITAL EXPENDITURE	145,000.00	145,000.00	20,517.73	0.00	124,482.27	14.15
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	30,000.00	30,000.00	4,411.44	460.00	25,588.56	14.70
Total Dept 537.000 - SEWER DEPARTMENT		1,909,424.00	1,910,483.00	804,909.95	127,316.34	1,105,573.05	42.13
Dept 537.100 - SEWER DEPARTMENT							
592-537.100-970.000	CAPITAL EXP - SANITARY SEWER REPAIRS	0.00	829,760.00	809,242.36	0.00	20,517.64	97.53
Total Dept 537.100 - SEWER DEPARTMENT		0.00	829,760.00	809,242.36	0.00	20,517.64	97.53
Dept 537.200 - SEWER DEPARTMENT							

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE
PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Expenditures							
592-537.200-970.000	CAPITAL EXP - RETENTION TANK REPAIRS	550,000.00	550,000.00	0.00	0.00	550,000.00	0.00
Total Dept 537.200 - SEWER DEPARTMENT		550,000.00	550,000.00	0.00	0.00	550,000.00	0.00
TOTAL EXPENDITURES		5,411,285.00	6,265,093.00	2,536,034.12	216,693.98	3,729,058.88	40.48
Fund 592 - WATER & SEWER FUND:							
TOTAL REVENUES		5,411,284.00	5,411,284.00	1,652,587.08	198,917.99	3,758,696.92	30.54
TOTAL EXPENDITURES		5,411,285.00	6,265,093.00	2,536,034.12	216,693.98	3,729,058.88	40.48
NET OF REVENUES & EXPENDITURES		(1.00)	(853,809.00)	(883,447.04)	(17,775.99)	29,638.04	103.47
TOTAL REVENUES - ALL FUNDS		13,927,681.00	14,094,934.00	6,459,658.66	412,644.47	7,635,275.34	45.83
TOTAL EXPENDITURES - ALL FUNDS		14,563,926.00	15,655,224.00	8,112,754.01	754,204.25	7,542,469.99	51.82
NET OF REVENUES & EXPENDITURES		(636,245.00)	(1,560,290.00)	(1,653,095.35)	(341,559.78)	92,805.35	105.95

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED JANUARY 31, 2023

	Revenues Through 1/31/2023	Expenses Through 1/31/2023	Revenues Over (Under) Expenses
101-GENERAL FUND	4,422,079	3,005,268	1,416,811
202-MAJOR STREET FUND	159,099	1,052,207	(893,107)
203-LOCAL STREET FUND	77,934	1,053,601	(975,667)
258-CAPITAL ACQUISITION FUND	1,732	160,693	(158,962)
397-ROADS MILLAGE BOND FUND	48,796	109,375	(60,579)
494-DOWNTOWN DEVELOPMENT AUTHORITY	97,432	195,577	(98,145)
592-WATER & SEWER FUND	1,652,587	2,536,034	(883,447)
GRAND TOTAL ALL FUNDS	<u>6,459,659</u>	<u>8,112,754</u>	<u>(1,653,095)</u>



27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: February 14, 2023

RE: Department/Director Report

In an effort to provide consistent updates to the DDA Board of Directors, City Administrator, and City Council the following monthly is submitted for your review.

Upcoming DDA Events

- Diversity, Equity & Inclusion Round table: February 22nd, 6 – 8 pm, Community Room
- Business Planning Seminar: March 15th
- Fireside Friday: March 24th, 6 – 9 pm
- Cash Flow Workshop: April 26th, TBD
 - * In partnership with MSOC, Oak Park & Southfield

Past Events

- Informational Meeting: December 16th, 1 pm – 2 pm
- Small Business Financial Resources: January 18th, 8 – 10 am
 - * In partnership with MSOC, Oak Park & Southfield

Commercial Business/Property Updates

- 26727 Southfield Road (BP Gas) –Seeking sign variance; tentatively on March 20th ZBA agenda
- 27777 Southfield (Panera Bread) –Panera is working to obtain required wrecking clearances
- 27000 Southfield Road (Discount Tire) – COMPLETE
- 18411 W 12 Mile (LOGOS) – Landscaping will be finished in the spring

Infrastructure

- Planning/scheduling is underway for 2023 infrastructure work. Residents/businesses directly impacted by scheduled work will receive notices and information closer to construction
 - Infrastructure Project Open House is scheduled for April 6th, 6 – 8 pm



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- DDA infrastructure project work will be on alley & approach improvements, as well as any Sidewalk Replacement Program activities in the district
- HRC has begun preliminary design & engineering work related to installation of a HAWK signal at Margate/Southfield Road

Miscellaneous

- DDA staff will be attending the Michigan Downtown Association Spring Workshop, March 9th
- DDA staff will be attending the National Main Street Conference in Boston, MA, March 26th – 30th

ALARM SUMMARY FOR JANUARY 2023

1	burglar alarms	(C3902)	(January 1 – January 31)
12	false alarms	(L5060)	(January 1 – January 31)

All alarms were considered false or operator error

of these alarms were un-registered

0	commercial
4	residential

2023 TICKET TOTALS

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	0												0
Tackett warning	0												
ROBERTS	15												15
Roberts warnings	7												
MCNEILL	39												39
McNeill warnings	5												
HUSTON	0												0
Huston warnings	0												
HUTSON	45												45
Hutson warnings	13												
GIJSBERS	33												33
Gijsbers warnings	4												
CHICKENSKY	27												27
Chickensky warnings	0												
FISHER	60												60
Fisher warnings	16												
STALICH	14												14
Stajich warnings	0												
LAWRENCE	12												12
Lawrence warnings	0												
BUTTON	1												1
Button warnings	0												
													246

JANUARY 2023 WARNING VIOLATIONS

Item 9G.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	23LV00002	1/1/2023	SOUTHFIELD	MI	SOUTHFIELD	GOLDENGATE	DISOBEY TRAFFIC CONTROL DEVICE	FIS
2	23LV00009	1/2/2023	YPSILANTI	MI	12 MILE ROAD	LATHRUP	EXPIRED PLATES	FIS
3	23LV00014	1/3/2023	LATHRUP VILLAGE	MI	SOUTHFIELD	SUNSET	DISOBEY TRAFFIC CONTROL DEVICE	ROB
4	23LV00016	1/3/2023	SOUTHFIELD	MI	12 MILE ROAD	SOUTHFIELD	EXPIRED PLATES	FIS
5	23LV00017	1/3/2023	DEARBORN	MI	SOUTHFIELD	LINCOLN	EXPIRED PLATES	FIS
6	23LV00025	1/4/2023	OAK PARK	MI	11 MILE ROAD	LATHRUP	NO VALID PLATE	CAR
7	23LV00026	1/5/2023	LATHRUP VILLAGE	MI	SUNNYBROOK	18749 SUNNYBROOK	NO PARKING 3AM-6AM	CAR
8	23LV00031	1/6/2023	ROMULUS	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
9	23LV00034	1/7/2023	STERLING HTS	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
10	23LV00038	1/8/2023	DETROIT	MI	SOUTHFIELD	12 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	FIS
11	23LV00043	1/10/2023	SOUTHFIELD	MI	11 MILE ROAD	EVERGREEN	SPEED 40/35	ROB
12	23LV00047	1/10/2023	ROYAL OAK	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
13	23LV00054	1/11/2023	DETROIT	MI	SOUTHFIELD	11 MILE ROAD	EXPIRED PLATES	HUT
14	23LV00056	1/11/2023	CLAWSON	MI	SOUTHFIELD	11 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
15	23LV00058	1/12/2023	TROY	MI	SOUTHFIELD	SUNSET	FAILED TO STOP FOR SCHOOL BUS	FIS
16	23LV00060	1/12/2023	MELVINDALE	MI	11 MILE ROAD	SOUTHFIELD	EXPIRED PLATES	FIS
17	23LV00065	1/13/2023	ROYAL OAK	MI	12 MILE ROAD	BLOOMFIELD	VIOLATION OF SPEED LAW	GIS
18	23LV00073	1/14/2023	SOUTHFIELD	MI	RAINBOW	ELDORADO	DISOBEY STOP SIGN	HUT
19	23LV00100	1/18/2023	WESTLAND	MI	11 MILE ROAD	LATHRUP	EXPIRED PLATES	FIS
20	23LV00102	1/18/2023	DETROIT	MI	SOUTHFIELD	GLENWOOD	EXPIRED PLATES	FIS
21	23LV00109	1/19/2023	DETROIT	MI	11 MILE ROAD	LATHRUP	DISOBEY STOP SIGN	ROB
22	23LV00110	1/19/2023	WEST BLOOMFIELD	MI	SOUTHFIELD	11 MILE ROAD	USE OF HANDHELD CELLULAR DEVICE	ROB
23	23LV00120	1/20/2023	LATHRUP VILLAGE	MI	LATHRUP	MARGATE	DISOBEY STOP SIGN	HUT
24	23LV00127	1/21/2023	BIRMINGHAM	MI	SOUTHFIELD	11 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
25	23LV00136	1/23/2023	LATHRUP VILLAGE	MI	LINCOLN	LATHRUP	SPEED 30/25	ROB
26	23LV00141	1/23/2023	BIRMINGHAM	MI	EVERGREEN	SAN JOSE	SPEED 49/35	MCN
27	23LV00147	1/24/2023	DETROIT	MI	SOUTHFIELD	11 MILE ROAD	ILLEGAL U-TURN	HUT

tem 9G.

4

JANUARY 2023 WARNING VIOLATIONS

Item 9G.

City of Lathrup Village Police Department - Monthly Activity Summary

January 2023

01/01/2023 23-011 Suspicious Vehicle

Officer were called to Eldorado and Goldengate regarding a suspicious vehicle. The vehicle had struck a mailbox and was stuck in the ditch. An investigation was conducted and it was determined a resident's family member caused the damage and was stuck accidentally.

01/01/2023 23-015 Found Property

An Officer was called to a business in the area of Southfield and Eleven Mile on a report of found property. An android cell phone (heavy damage) was in the business parking lot. The Officer took possession of the cell phone and placed it into LVPD property room pending the location of the owner.

01/01/2023 23-048 Weapons Offense

Officers responded to a resident's home in reference to a shot fired. The investigation revealed that the resident's daughter came to her home with some unknown individuals. An argument ensued between the mother and daughter. One of the unknown individuals fired one round with a handgun. The daughter and the individuals fled the location. No one was struck or injured. The case is being investigated by the Detective Bureau.

01/03/2023 23-116 Civil Issue

An Officer was called to a residence in reference to a civil issue. An Officer investigated the situation and it was determined the complaint was indeed a civil issue and wrote a report for the resident to document the situation (homeowner vs boyfriend moving out).

01/04/2023 23-153 Fraudulent License Plate

An Officer initiated a traffic stop for a vehicle that had an expired/fraudulent license plate. The Officer confiscated the license plate, issued the violation, and released the driver with court information.

01/04/2023 23-190 Property Damage Accident- Plate Confiscation

An Officer responded to Eleven Mile and Lathrup Blvd regarding a property traffic accident. During the accident investigation, the Officer discovered that the vehicle had a fraudulent license plate. The plate was confiscated and the owner of the vehicle received a violation for the accident and the plate infraction.

01/06/2023 23-239 Fraudulent License Plate Confiscation

An Officer stopped a vehicle because the registration plate returned a Secretary of State message that the license plate must be seized due to fraudulent activities. The plate was confiscated and the owner of the vehicle received a violation for the accident and the plate infraction.

01/07/2023 23-296 Dog at Large

An Officer was dispatched to a business in the area of Eleven Mile and Evergreen. The Officer located the Yorkshire terrier, contacted a local veterinarian, had the dogs chip scanned, and returned the dog to its owner.

01/07/2023 23-325 Driving While License Suspended

An Officer responded to a traffic crash, during the investigation it was discovered one of the drivers had a suspended driver license and his vehicle registration plate returned a message to confiscate the license plate due to fraudulent activities. The driver was issued a violation for DWLS and his license plate was confiscated.

01/08/2023 23-365 Driving While License Suspended

An Officer initiated a traffic stop when the officer observed a vehicle with an expired license plate. It was determined that the driver had a suspended driver's license. The driver was cited and released on scene with a misdemeanor citation for DWLS and a civil infraction for expired plates. The vehicle was turned over to the owner who was a passenger inside the vehicle.

01/09/2023 23-382 Domestic Violence

An Officer was dispatched to Beaumont Hospital to interview a victim of domestic violence. During the investigation, it was determined the assault occurred in Lathrup Village and the assailant was the victim's ex-husband. Evidence was collected and the report was written and turned over to the Detective Bureau for further investigation.

01/11/2023 23-458 Threat-Weapons

An Officer and Detective responded to a school in reference to a student claiming he had a Glock firearm in his school backpack. An extensive investigation was completed and the student making the claim of having a firearm in his backpack had his backpack searched. Officers went to the student's home in Southfield and received consent to search the student's bedroom and no weapon was found. The student was suspended. No specific threats were made.

01/12/2023 23-484 Threats-Intimidation

An Officer was dispatched to a physician's office to speak with the physician regarding threats made by a patient. The investigation revealed the patient experienced pain during a procedure and told the physician they were going to come back and get even. Periodic checks and follow up was completed.

01/13/2023 23-539 Suspicious Circumstances/Civil Matter

An Officer was called to a residence regarding the locks being changed on his home. The investigation revealed that the caller's father had passed away and was staying in the home. The property management company had changed the locks after receiving the news that the caller's father had passed away. This was a civil matter.

01/14/2023 23-589 Larceny

An Officer was called to a resident's home regarding a larceny complaint. The investigation revealed that a homeowner had a \$40 jigsaw puzzle delivered and dropped off on her porch. When the homeowner went to retrieve the package on the porch (several hours later) it was gone. There are no suspects/witnesses/investigative leads.

01/15/2023 23-636 Larceny From Auto- Firearm

An Officer was called to a business regarding a larceny from vehicle. The investigation revealed that the victim parked her vehicle in front of a business, went inside to paint, and didn't return to her vehicle for 10 hours. Upon her return to the vehicle, she noticed her bag was missing that contained a handgun and personal items. The victim claims the vehicle was locked and there was no damage to the vehicle. A few days later, the victim called the police department and stated she left the bag at home and nothing was missing.

01/17/2023 23-727 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle disregard a traffic control device. It was determined that the vehicle's license plate was deemed fraudulent by Michigan Secretary of State. It was also determined that the driver had a suspended license. The driver was cited, the license plate was confiscated/destroyed, and the driver was released on scene.

01/17/2023 23-730 Citizen Assist/Private Tow

An Officer was called to a business regarding a business having an abandoned vehicle towed from their lot. The Officer checked to see if the vehicle was stolen; it was not. The vehicle was towed away.

01/17/2023 23-751 DWLS/Warrant Arrest/Misrepresentation to Police

An Officer initiated a traffic stop when the Officer observed a vehicle disregard a traffic control device. It was determined that the driver provided the Officer a false name. The driver's true identity revealed he had a suspended license and a warrant for his arrest. The driver was arrested and the vehicle was impounded. The case is pending court adjudication.

01/19/2023 23-803 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle with an expired license plate. It was determined that the driver had a suspended license with several prior offenses. The driver was cited, the license plate was confiscated/destroyed, the vehicle was impounded, and the driver was released on scene.

01/19/2023 23-823 Animal Complaint

An Officer was dispatched to the police station regarding a found dog. The Officer contacted a local veterinarian to have the chip scanned. The Officer returned the dog to the rightful owner.

01/19/2023 23-837 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle with an expired license plate. It was determined that the driver had a suspended license. The driver was cited and the driver was released on scene.

01/20/2023 23-879 Civil Issue

An Officer was called to a residence in reference to a civil issue. An Officer investigated the situation and it was determined the complaint was indeed a civil issue and wrote a report for the resident to document the situation (landlord tenant issue).

01/20/2023 23-880 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle disregard a traffic signal. It was determined that the driver had a suspended license and the vehicle didn't have a valid plate. The driver was cited and released on scene. The vehicle was impounded.

01/21/2023 23-931 Assist Citizen

An Officer was called to the station to assist a resident. The resident was shopping in Madison Heights and lost her drivers license. The resident asked for a report for documentation purposes.

01/22/2023 23-1001 Extortion Threats

An Officer was dispatched to a residence regarding extortion. It was determined that the victim had been sharing nude photos with an unknown person on snapchat. The unknown person threatened to send the photos to family and friends if not given money. It was discovered that the unknown person was from Africa outside the jurisdictional boundaries of prosecution.

01/23/2023 23-1043 Mental Health Call

An Officer was called to a residence in reference to an individual having mental health issues. An Officer investigated the situation and it was determined the individual didn't fit the criteria for police commitment. The individuals' mother was advised of the process to obtain a mental commitment order.

01/24/2023 23-1056 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle speeding. It was determined that the driver had a suspended license. The driver was cited and the driver was released on scene. The vehicle was impounded.

01/24/2023 23-1076 Warrant Arrest

An Officer was dispatched to the police station because an individual was picking up their vehicle release and had a \$500 warrant for their arrest. The Officer identified the subject, confirmed the warrant, and placed the individual under arrest. The individual was transported to Berkley PD for processing and was held for the agency holding the warrant.

01/25/2023 23-1123 Assist Motorist

Officer's responded to Eleven Mile and Southfield regarding a driver slumped over the wheel. The investigation revealed that the driver was not intoxicated, but had been sleep deprived and fell asleep behind the wheel. To ensure the drivers safety, Officers had her park her vehicle and take an Uber home.

01/25/2023 23-1181 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle with expired plates. It was determined that the driver had a suspended license. The driver was cited and the driver was released on scene. The vehicle was impounded.

01/26/2023 23-1209 DWLS Arrest

An Officer initiated a traffic stop when the Officer observed a vehicle with expired plates. It was determined that the driver had a suspended license. The driver was cited and the driver was released on scene. The vehicle was not impounded due to the cold and a small child in the vehicle.

01/26/2023 23-1211 OWI Arrest

An Officer was investigating a leaving the scene of a property damage accident. The Officer heard a radio broadcast of Southfield PD and the vehicle description matched the Officer's suspect vehicle. With the assistance of Southfield PD, the Officer determined the driver was intoxicated and an OWI investigation was conducted. The driver was arrested for OWI, transported to the hospital due to his level of intoxication, and a search warrant for blood was obtained. The vehicle was impounded and the case is pending the blood results from the Michigan State Police Crime Laboratory.

01/26/2023 23-1219 Larceny From Auto- Unlocked Vehicle

An Officer was called to a resident's home regarding a larceny from vehicle that was parked in front of their home. It was determined that the suspect entered the unlocked vehicle and stole a battery charger. There was no vehicle damage. There are no investigative leads at this time.

01/27/2023 23-1263 Stolen Vehicle- Key Fob left in vehicle

An Officer was called to a residence in reference to a stolen vehicle from their driveway. It was determined the vehicle owner left the key fob inside the vehicle overnight. In the morning, the vehicle was discovered missing. A GPS search of the vehicle located the vehicle in Detroit. The vehicle was towed and is being held for the owner. The case is currently being investigated by the Detective Bureau.

01/27/2023 23-1265 Stalking

An Officer was called to a resident's home regarding a stalking complaint. It was determined that the victim met the suspect at a hotel in Southfield in 2018. They began a friendship and remained friends over the years. The suspect wished the relationship to turn sexual which caused the victim to terminate their friendship. The suspect has continued to harass and solicit the victim. The case is being investigated by the Detective Bureau.

01/27/2023 22-1285 Assist Motorist

While on patrol, an Officer observed an unoccupied vehicle in the roadway. The Officer checked the area and contacted the owner via telephone. The vehicle had broken down. The vehicle was impounded for safekeeping.

01/28/2023 23-1316 Suspicious Persons

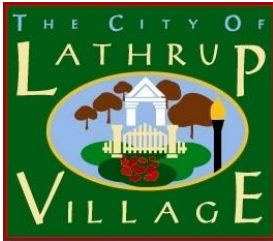
An Officer was dispatched to a location for a suspicious female. The Officer identified the suspicious female. It was determined that the underage female was in crisis and had snuck out of her home. The young woman was returned to her parents and the parents were provided resource information for common ground.

2023 RUN TOTALS

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	0												0
ROBERTS	147												147
McNEILL	221												221
HUSTON	0												0
HUTSON	268												268
GUSBERS	139												139
CHICKENSKY	134												134
FISHER	238												238
STAICH	164												164
LAWRENCE	80												80
BUTTON	45												45
													1436

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weekly	Mrs. Blair	various members	check on adopt a senior member
weekly	Mrs. Bloom	various members	check on adopt a senior member
weekly	Mrs. McReynolds	various members	check on adopt a senior member
weekly	Mrs. Egan	Knoll	Mrs. Egan gets weekly phone calls, she needs assistance with getting her trash wheeled out.
weekly	Mrs. Brady	Carmack	check on adopt a senior member
weekly	Mrs. Rasmussen	Knoll	Mrs. Rasmussen gets a weekly phone call to check on her.
weekly	Mrs. Gore	various members	check on adopt a senior member



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 6, 2023

RE: Sanitary Retention Tank Project Cost Sharing Agreement between the Evergreen-Farmington Sanitary Drain Drainage District and the City of Lathrup Village

A cost sharing agreement between the City of Lathrup Village and the Evergreen-Farmington Sanitary Drain Drainage District (EFSD) is before Council for approval. The total cost of the project is \$3,432,903. The cost sharing agreement splits the cost as 75% for EFSD and 25% for Lathrup Village, resulting in a cost of \$858,226 for Lathrup Village.

The project includes mechanical, HVAC, building, electrical and instrumentation replacement or repairs. The full cost of the project also includes the cost for engineering, legal & financial, and County services as well as a 10% project contingency.

Members from the Oakland County Resource Commission will be present at the meeting to answer any questions Council may have.

Suggested Motion:

To approve the cost sharing agreement for the sanitary retention tank project between the Evergreen-Farmington Sanitary Drain Commission District and the City of Lathrup Village.

CITY OF LATHRUP VILLAGE PROJECT COST SHARING AGREEMENT

This Agreement is made this January __, 2023 by and between the Evergreen-Farmington Sanitary Drain Drainage District (“EFSD”), a Michigan statutory corporation organized pursuant to Chapter 20 of the Michigan Drain Code, Act No. 40 of the Public Acts of Michigan of 1956, as amended (“Drain Code”), by and through its drain board and City of Lathrup Village, a Michigan municipal corporation organized whose address is 27400 Southfield Road, Lathrup Village, Michigan 48076 (“City”). In this Agreement, either the EFSD or the City may also be referred to individually as a “Party” or jointly as the “Parties.”

Recitals:

WHEREAS, the City owns a sanitary retention tank, including related components, as generally itemized in the attached **Exhibit A** and as it may be expanded or altered from time to time (the "System"); and

WHEREAS, the Parties have agreed to allocation of capital costs of certain improvements to the City’s System, including but not limited to its sanitary retention tank facilities, as is described in the attached **Exhibit B**, the Lathrup Village Sanitary Retention Tank Improvements, Preliminary Estimate of Project Costs revised January 3, 2023 (hereinafter referred to as the “Project” or “System Improvements”); and

WHEREAS, EFSD is managing the construction of the Project and System Improvements,

WHEREAS, the Parties each have been authorized to execute this Agreement according to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises, representations, and agreements in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which is acknowledged, the EFSD and the City mutually agree as follows:

Article I. Statement of Authority and Purpose.

- 1.1. Authority. Pursuant to applicable laws of the state of Michigan, the EFSD and the City enter into this Agreement to establish terms and conditions for the sharing of costs for the Project for System Improvements. Each Party must take all actions reasonably necessary to effectuate the objectives in this Agreement.
- 1.2. Purpose. The purpose of this Agreement is to memorialize the Parties’ respective obligations to pay for the System Improvements.

Article II. Cost Sharing.

- 2.1. Cost Sharing. Except as provided herein, the Parties are responsible as follows for the capital costs of the System Improvements: City 25% and EFSD 75%. The estimate of projects costs are described in Exhibit B. The percentage allocation will apply to all System Improvements capital costs even in the event of the Project costs exceed estimates.

- 2.2. Payment and Reimbursement of Project Costs. The City must pay the amounts owed under this Agreement within thirty (30) days of the City's receipt of invoicing from the EFSD. The City provides by virtue of this Agreement its prior written authorization for the expenditure of funds from the City's System Enterprise Fund and EFSD may, in its sole discretion, also arrange for payment from the System Enterprise Fund.

Article III. EFSD Responsibilities.

- 3.1. Permit Assistance. Subject to rules and regulations which may be changed, developed or amended from time to time, the EFSD may assist the City in the procurement of all permits, guarantees, warranties, easements, licenses, and other similar approvals and consents necessary to construct the System Improvements. The Parties agree to fully cooperate and use good faith efforts to secure all necessary permits required by the state of Michigan, including but not limited to the Department of Energy, Great Lakes, and the Environment ("EGLE").
- 3.2. Project Management. EFSD is responsible for the project management of the Project and the construction of the System Improvements.

Article IV. City Responsibilities.

- 4.1. Property Access. The City is responsible for and will secure the right of access to all property necessary for WRC Personnel or Contractors to perform the System Improvements. The City is responsible for all costs or claims associated with securing such rights of access.
- 4.2. Compliance with State and Federal Law and Regulations. The City is and will remain responsible for all costs associated with compliance with all federal, state, and local laws, ordinances, regulations, and requirements in any manner affecting any System Improvements or performance of this Agreement or with any City duty or obligation under any applicable state or federal laws and/or regulations or any operations, maintenance, or administration contract respecting the System.
- 4.3. The System Ownership. Notwithstanding any other term or condition in this Agreement, no provision in this Agreement is intended, nor shall it be construed, as constituting a divestiture or forfeiture of the City's absolute ownership of and authority over the System.
- 4.4. Payment. The City is responsible for the timely payment of amounts owed pursuant to this Agreement.

Article V. Force Majeure and No Third Party Beneficiary.

- 5.1. Force Majeure; System Malfunction; Misuse or Vandalism of the System. The City is responsible for damage and liability to the System or components thereof caused by flood, fire, Acts of God or other force majeure, civil disturbance, Acts of War, terrorism or misuse of property. In addition, the City is responsible for all claims, damages and liability caused by design and/or construction defects, malfunction or failure of the System or any

component thereof, water loss, main breaks, hydrant damage and vandalism provided the same is not directly caused by the acts or omissions of EFSD Agents.

- 5.2. No Third Party Beneficiary. This Agreement does not create any rights or benefits to parties other than the City and the EFSD.

Article VI. Cooperation, Communication, and Dispute Resolution.

- 6.1. Dispute Resolution. The Parties agree that any and all claims alleging a breach of this Agreement must first be submitted to an alternative dispute resolution process. Such an alternative dispute resolution process may include, but is not limited to, facilitation, binding arbitration, or non-binding arbitration. The Parties must agree upon the form and procedures for the agreed upon alternative dispute resolution process. If the matter is not resolved through an alternative dispute resolution process, or if the Parties cannot agree upon the form and procedures for the alternative dispute resolution process, the Parties may seek legal recourse in a court of competent jurisdiction. For claims requiring immediate relief to prevent irreparable harm or for declaratory or injunctive relief, either Party may seek relief directly from a court of competent jurisdiction without submitting the matter to the alternative dispute resolution process.

Article VII. Agreement Approval; Effective Date; and Amendments.

- 7.1. Agreement Approval; Amendments; and Effective Date. Except as otherwise provided herein, this Agreement and/or any subsequent amendments shall not become effective before the approval by resolutions of both the City and the EFSD. The Effective Date of this Agreement, and any amendments hereto, must be the date as reflected in the opening paragraph of this Agreement.
- 7.2. Amendment. This Agreement may be amended only in a writing signed by the Parties.

Article VIII. General Provisions.

- 8.1. Governing Law. This Agreement is made and entered into in the state of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the state of Michigan. The language of all parts of this Agreement is intended to and, in all cases, must be construed as a whole according to its fair meaning, and not construed strictly for or against any party. As used in this Agreement, the singular or plural number, possessive or non-possessive shall be deemed to include the other whenever the context so suggests or requires.
- 8.2. Reservation of Rights; Governmental Function. This Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. In addition, the Parties maintain that the obligations set forth in this Agreement will be in the exercise or discharge of a governmental function.
- 8.3. Severability. If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the

remainder of the Agreement, or the application of the provision of persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable, provided the invalid provision does not substantially alter the Agreement or make execution impractical.

- 8.4. Binding Contract; Assignment; and Amendments. This Agreement will be binding upon and for the benefit of the Parties hereto and their respective successors and assigns, subject to any assignment requiring the prior written consent of the non-assigning Party by an amendment to this Agreement signed by all Parties, and the assignee binding the assignee to the terms and provisions of this Agreement.
- 8.5. Captions. The section headings or titles and/or all section numbers in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.
- 8.6. Notices. Except as otherwise expressly provided herein, any and all correspondence, invoices, and/or any other written notices required, permitted or provided for under this Agreement to be delivered to the following:

EVERGREEN-FARMINGTON SANITARY DRAIN DRAINAGE DISTRICT

OAKLAND COUNTY WATER
RESOURCES COMMISSIONER
1 Public Works Drive
Waterford, Michigan 48328

CITY

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


- 8.7. Notice Delivery. Except with respect to notices of termination, all correspondence and written notices shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the U.S. Postal Service. Notices of termination must be personally delivered or sent by certified mail, return receipt requested, and shall be considered delivered to a party on the date of receipt as represented by the return receipt or by a proof of personal service.
- 8.8. Entire Agreement. This Agreement sets forth the entire agreement between the EFSD and the City and fully supersedes any and all prior agreements or understandings between them in any way related to the subject matter hereof. The terms and conditions herein are contractual and are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the EFSD and the City in any way related to the subject matter hereof, except as expressly stated herein. This Agreement must not be changed or supplemented orally and may be amended only as otherwise provided herein.

8.9. Recitals and Exhibits. The recitals and exhibits are integral to this Agreement.

[Signatures on following page]

IN WITNESS WHEREOF, this Agreement is executed by the Parties on the date in the opening paragraph of this Agreement.

EVERGREEN-FARMINGTON SANITARY DRAIN DRAINAGE DISTRICT


By: _____
Jim Nash, Chairperson
Evergreen-Farmington Sanitary Drain Drainage
District

Date: 2/28/2023

CITY OF LATHRUP VILLAGE

By: _____
Mykale Garrett, Mayor

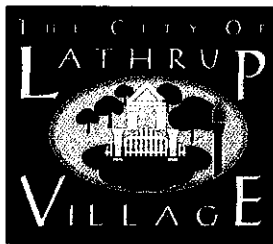
Date: _____

By: _____
Susan Montenegro, City Administrator

Date: _____

EXHIBIT A

EXHIBIT B



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

Item 10A.

August 19, 2022

Ms. Laura Verona, District Supervisor
Southeast Michigan District Office
Water Resources Division
27700 Donald Court
Warren, MI 48092-2793

Re: Administrative Consent Order (ACO-SW05-511)
City of Lathrup Village—Request to Amend ACO to Align with Dates in Evergreen-Farmington Sanitary Drain ACO

Dear Ms. Verona:

The City of Lathrup Village sanitary sewer system is subject to an Administrative Consent Order (ACO-SW05-511) dated 5-15-2021 as issued by your office to resolve sewer capacity issues in the system. The City of Lathrup Village discharges its sanitary wastewater to the Evergreen-Farmington Sanitary Drain (EFSD). The EFSD is subject to its own ACO (ACO-SW085-006). The fourth amended EFSD ACO requires a corrective action plan (CAP) to address sanitary sewer overflows under the remedial design standard in the EFSD. The City of Lathrup Village has been collaborating with Water Resources Commissioner's office and the EFSD CAP will also address the capacity concerns in the ACO for the City of Lathrup Village.

The recent amendment to the EFSD ACO includes an updated compliance schedule. This letter is a formal request to amend the existing ACO for the City of Lathrup Village to align with the dates in the EFSD ACO. Per the EFSD ACO a summary of the proposed deadlines is shown in the table below.

EFSD ACO ITEM	EFSD Proposed Deadline	[CVT Name] Proposed Deadline
Completion of approved corrective action plan projects (Paragraphs 3.1, 3.2 and 3.3)	11/1/2028	11/1/2028
Submittal of revised Operation Plan that includes all modifications to the EFSD (Paragraph 3.3)	11/1/2028	11/1/2028
Submittal of a work plan for conducting a Project Performance Certification Program (PPC) (Paragraph 3.4)	8/1/2028	11/1/2028
Submittal of PPC Program Report (Paragraph 3.5)	12/31/2029	3/31/2030

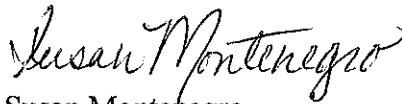
If the EFSD does not certify, EFSD shall submit an approvable Corrective Action Program work plan (Paragraph 3.5)	4/30/2030	7/30/2030
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Item 10A.

We are requesting that the deadline for submittal of the City of Lathrup Village sanitary sewer system PPC Program Report be revised to be 90 days beyond the EFSD PPC deadline as may be further amended (currently December 31, 2029), to allow our community time for review the findings of the EFSD CAP and EFSD PPC and to provide documentation in accordance with our ACO.

Please let us know if you have any questions. We look forward to your response.

Sincerely,



Susan Montenegro
City Administrator



HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

ENGINEER'S OPINION OF PROBABLE PROJECT COST

PROJECT: **Lathrup Village SRT**

DATE: **12/18/2023**

LOCATION: **Lathrup Village, MI**

PROJECT NO. _____

BASIS FOR ESTIMATE: ☐ CONCEPTUAL ☒ PRELIMINARY ☐ FINAL

ESTIMATOR: _____

WORK: **Includes all items that need to be repaired or replaced in addition to work required for proposed operational**

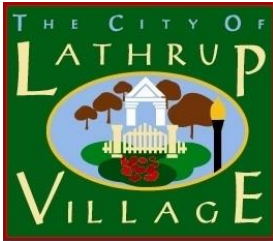
CHECKED BY: _____

ENR CCI

DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT
Mobilization, 5% Max	1	LS	\$50,000	\$50,000
Mechanical				
Demo existing pumps, pedestals, valves, mechanical, electrical	1	LS	\$40,000	\$40,000
16" Influent suction isolation plug valves - P-1 thru P-3)	3	EA	\$12,000	\$36,000
P-4 & P-5 suction piping - core new openings, sleeve & link-seal	2	EA	\$5,000	\$10,000
16" Influent suction piping	20	LF	\$125	\$2,500
16" Influent suction isolation plug valves - P-4 & P-5	2	EA	\$12,000	\$24,000
New centrifugal pumps P-4 & P-5 (Installed)	2	EA	\$55,000	\$110,000
12" discharge piping - P-4 & P-5	30	LF	\$100	\$3,000
12" discharge isolation plug valves	5	EA	\$8,000	\$40,000
12" discharge isolation plug valve actuators	3	EA	\$8,000	\$24,000
Rebuild Pump & Motor, Perform maintenance for P1, P2, P3	1	LS	\$47,000	\$47,000
12" Influent pump check valves (P1, P2, P3)	3	EA	\$5,000	\$15,000
12" bypass pump check valves (P4, P5)	2	EA	\$5,000	\$10,000
12" combined dewatering/bypass piping	40	LF	\$100	\$4,000
12" isolation plug valves - effluent chamber	4	EA	\$8,000	\$32,000
12" plug valve actuators - effluent chamber	3	EA	\$8,000	\$24,000
12" P4/P5 discharge piping - Core new hole and seal	2	EA	\$5,000	\$10,000
12" Wall Pipe with Structural Concrete & Water Stop	1	LS	\$15,000	\$15,000
8" Dewatering Pump Suction Isolation Plug Valves - 8"	4	EA	\$6,000	\$24,000
Rebuild Pump & Motor, Perform maintenance for P7, P9	1	LS	\$10,000	\$10,000
8" Dewatering pump check valves P-7 & P-8	2	EA	\$3,500	\$7,000
Dry well duplex sump pump, valves, piping	1	LS	\$15,000	\$15,000
New 4'x4' Sump Pit Grating	1	LS	\$3,500	\$3,500
Flushing system hose bibbs & piping	6	EA	\$3,000	\$18,000
4" Air Relief Valves	5	EA	\$2,000	\$10,000
4" Gate Valves - ARV Isolation	5	EA	\$1,000	\$5,000
HVAC				
Unit heaters Replacement Allowance (13 Heaters)	1	LS	\$15,000	\$15,000
Supply & Exhaust Fans Maintenance Allowance	1	LS	\$10,000	\$10,000
Building/Ancillary				
Dry well & wet well lighting - LED	1	LS	\$25,000	\$25,000
Tank crack injection repair - Type 1A (Non-weeping cracks)	500	LF	\$15	\$7,500
Tank crack injection repair - Type 1B (Weeping Cracks)	500	LF	\$25	\$12,500
Ceiling repair - Tank stairwells	1	LS	\$10,000	\$10,000
Electrical				
Repair emergency lights throughout entire building	1	LS	\$5,000	\$5,000
Wire and Conduit	1	LS	\$60,000	\$60,000
Revisions to MCC/New Buckets	1	LS	\$10,000	\$10,000
Junction Boxes/Racks/Supports	1	LS	\$40,000	\$40,000
Disconnect Switches	1	LS	\$25,000	\$25,000
Arc flash study & labeling	1	LS	\$10,000	\$10,000
Instrumentation				
New area-velocity gravity flow meter - 18"	1	LS	\$20,000	\$20,000
New PLC Panel & SCADA integration	1	LS	\$189,600	\$189,600
Floats & Level transducers	1	LS	\$20,000	\$20,000
			Subtotal	\$1,048,600
General Conditions, Overhead and Profit (15%)				\$157,000
Contingency (15%)				\$157,000
Total Construction Cost				\$1,362,600
Total Project Cost Percentage				100%

Notes

	Cost Allocation	1 Lathrup Village	2 EFSDS
	2	\$ -	\$ 50,000
	2	\$ -	\$ 40,000
V-1, V-2, V-3	1	\$ 36,000	\$ -
	2	\$ -	\$ 10,000
P-4 & P-5	2	\$ -	\$ 2,500
V-4, V-5	2	\$ -	\$ 24,000
	2	\$ -	\$ 110,000
	2	\$ -	\$ 3,000
V-9, V-10, V-11, V-12, V-12A	2	\$ -	\$ 40,000
V-11, V-12, V-12A	2	\$ -	\$ 24,000
AC-Pumps (Kennedy)	1	\$ 47,000	\$ -
V-13, V-14, V-15	2	\$ -	\$ 15,000
V-16, V-17	2	\$ -	\$ 10,000
Combined pipe to sewer (40')	2	\$ -	\$ 4,000
V-36, V-39, V-40, V-88	2	\$ -	\$ 32,000
V-36, V-39, V-88	2	\$ -	\$ 24,000
Through wet well	2	\$ -	\$ 10,000
36" to 12" gravity wall penetration	2	\$ -	\$ 15,000
V-19, V-20, V-21, V-22	1	\$ 24,000	\$ -
Kennedy	1	\$ 10,000	\$ -
V-29, V-30	1	\$ 7,000	\$ -
	1	\$ 15,000	\$ -
	1	\$ 3,500	\$ -
	1	\$ 18,000	\$ -
V-13A, V-14A, V-15A, V-16A, V-17A	1	\$ 10,000	\$ -
V-13B, V-14B, V-15B, V-16B, V-17B	1	\$ 5,000	\$ -
	1	\$ 15,000	\$ -
	1	\$ 10,000	\$ -
	1	\$ 25,000	\$ -
	1	\$ 7,500	\$ -
	1	\$ 12,500	\$ -
	1	\$ 10,000	\$ -
	1	\$ 5,000	\$ -
	2	\$ -	\$ 60,000
	2	\$ -	\$ 10,000
	2	\$ -	\$ 40,000
	2	\$ -	\$ 25,000
	2	\$ -	\$ 10,000
	2	\$ -	\$ 20,000
	2	\$ -	\$ 189,600
	2	\$ -	\$ 20,000
Subtotal		\$ 260,500	\$ 788,100
		\$ 39,000	\$ 118,000
		\$ 39,000	\$ 118,000
Total Construction Cost		\$ 338,500	\$ 1,024,100
		LATHRUP	EFSDS
		25%	75%



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 6, 2023

RE: Ulliance Employee Assistance Program

Staff met with both the representative from our BCBS program and a rep from Ulliance to discuss an Employee Assistance Program (EAP). This is a requirement the City needs to meet as part of the accreditation process for the Lathrup Village Police Department through the Michigan Association of Chief's of Police. An EAP is a needed benefit for first responders so they can decompress from traumatic events and is a great way to look out for the well-being of our police officers.

A quote has been received from Ulliance in the amount of \$6,500 for an Employee Assistance Program. The cost is the same price whether just kept for the police department or for everyone. The EAP covers all employees of the City, their families, and City Council.

Representatives from Ulliance will be at the Council meeting to discuss and answer questions Council may have.

Suggested Motion:

To approve the Life Advisor Employee Assistance Program with Ulliance in the amount of \$6,500 per year.



LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM® City of Lathrup Village Service Agreement

This Life Advisor Employee Assistance Program® Service Agreement ("Agreement"), effective April 1st, 2023 (the "Effective Date"), by and between **City of Lathrup Village**, including all divisions and/or sites currently, and while under this Service Agreement are owned by **City of Lathrup Village**, ("Customer"), and Ulliance, Inc., (and its successors and assigns) ("Ulliance"). Customer and Ulliance are collectively referred to as the "Parties" and as "Party." Ulliance shall provide Employee Assistance services and compensation therefore, according to the following terms and conditions:

1. **Term:** This agreement shall become effective on the Effective Date and shall continue for a minimum period of (1) one full year unless terminated as set forth herein. Following the initial one-year Agreement period, and unless otherwise terminated, this Agreement shall be automatically renewed for subsequent one-year periods.
2. **Services to be Provided:** Ulliance shall provide those services to the Customer's employees and their eligible spouses and dependents ("Participants") located in the United States ("Services").
 - a. **Consultation Prior to Life Advisor EAP® Implementation:** To ensure compatibility with Customer culture and other cost-containment, risk reduction and health promotion strategies, Ulliance provides initial and annual consultation with key Customer officials.
 - b. **Supervisor Life Advisor EAP® Orientation:** Ulliance may provide upon Customer's request, orientation for human resources, supervisors, managers and key employees, either in person or via electronic media. While this is essential at the initiation of a new program, it may be replicated periodically to accommodate new human resources staff and managers. Supervisor Life Advisor EAP® orientation includes:
 - Introduction to the Life Advisor EAP®.
 - Recognition of employee personal performance problems.
 - Clarification of the Life Advisor EAP® and human resources and supervisor's role with assisting troubled employees.
 - Effective management and documentation of employee work performance problems.
 - Life Advisor EAP® referral types & related processes.
 - Privacy, confidentiality issues and formal employee referral services available to supervisors.
 - c. **Employee Orientation:** Ulliance may provide, upon Customer's request, Life Advisor EAP® employee orientations either in person, or via electronic media to groups of Customer's employees ("Employees") to familiarize them with the Employee Assistance Program services and how they work.

- d. **Counseling Services:** Ulliance may provide professional, advance degreed and licensed/certified/credentialed counselors to assist Participants experiencing a variety of personal problems and work-life challenges.

Ulliance may respond to all calls or requests via website or mobile applications (where applicable) for assistance. This may involve telephone consultation, on-line chat (where applicable), or arrangements to meet at one of the counseling offices. Ulliance may assess the Participant's concern, the type of assistance necessary, the nature and scope of the problems, and the prudent course of action. A counselor will help the Participant define the problem, or issue, and develop a course of action toward assisting them.

Ulliance may provide counseling in cases where a Participant's problem(s) can be managed within a short-term counseling model otherwise known as the Resolution Model EAP®.

Ulliance will refer a Participant, when necessary, to longer-term counseling services, facilities or to a community resource for the treatment of the Participant's problem, or issue. Ulliance is not responsible for providing Life Advisor EAP Participants with insurance verification nor is Ulliance responsible for any treatment costs or any costs whatsoever covered or not covered by insurance. It is the Life Advisor EAP® Participant's responsibility to verify their insurance eligibility, coverage, and to pay any and all deductibles, co-insurance and/or costs associated with counseling/treatment rendered by, or through, treatment providers.

Ulliance does not control and is not responsible for the quality of services rendered by resources or affiliate providers nor does Ulliance review or monitor their activities. A referral by Ulliance to a resource or affiliate provider is not a recommendation, approval or representation by Ulliance regarding the standards, quality, competence or adequacy of such resource or its agents and employees or its facilities. The decisions as to whether to utilize a resource or affiliate provider identified by Ulliance shall rest solely with the Participant who has the sole and independent obligation to decide whether or not to contract with or otherwise retain or employ such resource or affiliate provider. Ulliance does not assume any liability regarding the Services performed by any resource or affiliate provider.

Ulliance may provide follow-up to Life Advisor EAP® Participants for continuing support and furnish additional counseling services, as necessary.

Ulliance may provide a 24-hour telephone "Crisis Line" which will be listed on promotional material distributed to Employees and/or displayed at the workplace.

Ulliance may promote the general health of the Participants by recommending and providing information about community resources.

Ulliance may provide individual client case management for chemical abuse/dependency and mental health problems.

Ulliance does not provide psychiatric service, psychological testing, detoxification, long-term psychotherapy, specialized mental health treatment for autism, dyslexia or mental retardation, child psychiatric services/testing, or inpatient, day treatment, residential or halfway house services for chemical dependency or mental health problems.

Counseling will be available by appointment. Times will be scheduled to accommodate the needs of the Participants in a timely manner, except on the following holidays: Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Easter, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Thanksgiving Friday. Crisis management services will be available at all times.

- e. **Enhanced Legal/Financial Access:** The Ulliance Enhanced Legal/Financial Access services provide up to 30 minutes of free initial consultation services with a network attorney and or a certified financial planning consultant. The financial and legal consultants are available for hire at the discretion of the Participant. Participants will receive a discount off normal hourly rates when working with a certified financial planner or legal consultant from a network of providers. It is solely at the Participants' discretion to hire and continue any services with the consultant after the initial consultation. Ulliance is not responsible for any legal or financial guidance provided or associated costs incurred in the event that a Participant hires legal counsel or a financial consultant.
- f. **Human Resources and Management Services:** Ulliance may provide a variety of Management Services including:
- **Human Resources and Management Consultations-** The Customer will receive unlimited consultations and interventions for human resources, managers/supervisors/key personnel who are confronted with Employee policy violations or work performance problems. These confidential consultations can help managers deal with troubled Employees and difficult situations in the most effective manner.
 - a. Life Advisor EAP® “coaching” is provided to human resources, management and key personnel who may be experiencing confusion, frustration, or personal distress as a result of an Employee’s personal performance problem and/or situation.
 - b. Ulliance provides consultation for human resources, managers, supervisors and key personnel with Employees who are under “Last Chance” or “Return-To-Work” guidelines for policy violations and other work performance problems to determine if a work performance referral is appropriate.
 - **Work Performance Referrals:** The formal referral process allows human resources, and management to refer an Employee who is at risk of termination due to personal work performance problems or Customer policy violations. This provides human resources and management with direct information regarding an Employee’s compliance with Life Advisor EAP® direction and recommendation and providing the Employee with an opportunity to help him/herself. Formal referrals provide management and, if appropriate, union leadership, with assistance in helping Employees.
 - **Critical Incident Stress Debriefings:** In the event the Customer experiences a critical incident or crisis at the worksite (e.g., workplace violence, suicide, natural disaster, fatality), Ulliance can provide on-site response. This service will help to reduce the possibility of post-traumatic stress, normalize reactions to the incident, provide continued support/counseling to those affected, and provide human resources, management and or union consultation to prevent recurrence and reduce overall long-term effects. In the event of a disaster (i.e. natural disaster, terrorist attack, or other major event), Customer shall be entitled up to a maximum of 7 hours for Critical Incident Stress Debriefing, (CISD) services per single event.
- g. **Service Report:** A Life Advisor EAP® Service Report will be provided to human resources management. Only demographic information will be submitted. To ensure confidentiality this information is limited to:
- Number of Employees using the Life Advisor EAP®.
 - Number of Participants contacts.
 - Demographics and types of problems identified.

- Number and types of referrals made.

- h. **Printed Material:** Ulliance provides the format and information to the Customer for notices to Participants. However, it is the Customer's responsibility to print or to pay for the printing and postage of, and to distribute, notices about the program to eligible Participants. Said notices shall include, but not be limited to, posters, brochures or notices.
- i. **Travel Expenses:** It is the Customer's responsibility to pay for all reasonable travel expenses incurred by Ulliance associated with human resources, supervisor orientations, employee orientations, Life Advisor EAP® implementation meetings, critical incident stress debriefings and on-site consultations at locations more than 100 miles outside of areas served directly by local or regional offices. Mileage reimbursements will be no more than IRS rate. Customer must provide Ulliance with at least 72 hours advanced notice if it wishes to cancel any scheduled training, on-site intervention or other on-site services. Reasonable travel expenses may include but not limited to: airfare, hotel, commuter fees (taxi, tolls etc.). Customer will be charged for any non-refundable costs incurred by Ulliance. Customer may have prior approval of any reimbursable travel expense. For on-site Critical Incident Stress Debriefing's there is \$150 per Counsellor travel charge per trip to customer site.
- j. **Involvement in Legal Issues:** Ulliance cannot be involved in any capacity with legal problems – i.e., appearing in court for divorce/custody cases; writing reports for the courts for any legal purposes; providing documentation to assist in the application process for FMLA or disability claims; or with issues concerning the Customer, Participants or any bargaining agency or union issues.
- k. **Fee Schedule:** The Flat Fee schedule is based on a capitation rate of \$ 6,500 per year based on a headcount of less than 250 employees. The annual Life Advisor EAP fee will be based on an Employee headcount number provided by the Company prior to the beginning of each quarter. Headcounts will include all current Company Employees, and former Company employees who are eligible for Life Advisor EAP coverage through COBRA-elected benefits. There is no fee for Employees' dependent coverage. The Company will pay Ulliance, Inc. on an annual basis, the first payment due at the time of the start of the program and the following payments due upon the receipt of a Life Advisor EAP invoice. The Life Advisor EAP capitated fee may be reviewed and adjusted annually by Ulliance.

At the sole discretion of Ulliance, a late fee of 1.5% per month may be assessed on outstanding balances in excess of 30 days. Ulliance reserves the right to amend its fees in the event of any changes to Customer's benefit plan or in the event of any other program or administrative changes due to state or federal law.

In the event Ulliance must use legal means to pursue collection due to failure to pay timely for contracted services rendered, Customer shall pay all reasonable attorney fees and court costs. At the sole discretion of Ulliance, legal action may be taken on accounts with overdue balances in excess of 120 days.

3. **Taxes:** All fees quoted and payable under this Agreement exclude taxes. Customer will pay or reimburse Ulliance for all applicable sales, services and other taxes (excluding taxes on Ulliance' net income) that may be levied upon the performance of services under this Agreement.
4. **Plan Administration:** The Customer as Plan Administrator shall retain all final authority for benefit eligibility under any and all applicable insurance and claim administration Agreements and shall be fully responsible for its compliance with all applicable laws. Customer will at its cost, distribute all notices required by HIPAA to be provided by the Customer.

5. **Participant Information:** The Customer and Ulliance agree that any confidential Participant information shall not be disclosed by Ulliance or the Customer without the written consent or authorization of the Participant unless State or Federal law requires the sharing of information and then only in strict compliance with the applicable law(s).
6. **Facilities:** Ulliance shall provide or cause to be provided the physical facilities necessary for the Services to be provided for counseling. The Customer shall provide the facilities for Life Advisor EAP® presentations, training sessions and workshops Ulliance offers to the Customer and the Participants.
7. **Exclusivity:** During the term of this Agreement, Customer warrants that Ulliance shall be the exclusive provider of the services under this Agreement to all current U.S. and Canada based locations of Customer, and that all such employees at these locations shall be covered under this Agreement. This section, however, shall not preclude Customer from utilizing another vendor in a specific location if Ulliance informs Customer in writing that Ulliance is unable to provide services in such location.
8. **Force Majeure:** No failure, delay or default in performance of any obligation of Ulliance shall constitute an event of default or breach of the Agreement to the extent that such failure to perform, delay or default arises out of a cause, existing or future, that is beyond the control and without negligence of Ulliance, including, but not limited to: action or inaction of governmental, civil or military authority; fire, strike, lockout or other labor dispute; flood, war, terrorism, riot, theft, earthquake and other natural disaster.
9. **Program Information:** The Customer understands that the Employee Assistance Program information is confidential and proprietary to Ulliance and agrees to protect the confidentiality of any Ulliance program or service the Customer may acquire in the course of dealing with Ulliance. The Customer shall not disclose any such information to any person or organization without the express written approval of Ulliance. The Customer shall also use its best efforts to ensure that its employees or agents participating in Ulliance programs shall not disclose Ulliance program information.
10. **Non-Solicitation:** The Parties agree that they shall not solicit, recruit or employ or otherwise induce or influence any employee of the other Party's respective organizations to terminate employment with the other Party during the term of this Agreement, and for one-year following the Agreement termination date without the prior approval of the other Party.
11. **Insurance:** Ulliance agrees to maintain professional liability insurance covering counseling services provided by Ulliance under this Agreement. However, Ulliance cannot, and does not, guarantee the results of treatment or professional conduct.
12. **Clause Headings:** The clause headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit or extend the scope or intent of the clauses to which they appertain.
13. **Facsimile/Signed Electronic Transmissions:** Facsimile or signed electronic transmission of an executed copy of this Agreement or any amendments hereto shall be accepted as evidence of a party's execution of the Agreement or amendment.
14. **Termination and Notice:** This Agreement may be terminated by either party for a breach of the terms in this Agreement by the other Party which is not corrected within 45 days following the receipt of written notice thereof. This agreement may not be terminated otherwise during the Agreement service period specified in paragraph 1 above. Discontinuation of Services without cause may occur only at the conclusion of a given term of service, with the Customer providing a

90-day notice of termination prior to the renewal date. In the event the Customer elects to terminate this Agreement without a breach during the service period, the Customer will be responsible for paying the total sums due for the remainder of the service term specified in paragraph 1, in addition to any other payments due Ulliance, whether or not Ulliance continues to provide Employee Assistance services. For purposes of this Agreement, notice shall be deemed received when deposited in the mail by certified or registered letter.

15. **Severability:** If and to the extent any provision of this Agreement is held illegal, invalid or unenforceable in whole or in part under applicable law, such provision of such portion thereof will be ineffective as to the jurisdiction in which it is illegal, invalid or unenforceable to the extent of its illegality, invalidity or unenforceability and will be deemed modified to the extent necessary to conform to applicable law so as to give the maximum effect to the intent of the parties. The illegality, invalidity or unenforceability of such provision in that jurisdiction will not affect the legality, validity or enforceability of such provision or any other provisions of this Agreement in any other jurisdiction.
16. **Equitable Relief:** It is understood and agreed that money damages would not be a sufficient remedy for any breach of this Agreement by the Parties hereto or their respective representatives and that irreparable harm shall be irrefutably presumed upon a breach, and that the other Party shall be entitled to a restraining order, preliminary injunction or permanent injunction as a remedy for any such breach. Such remedy shall not be deemed to be the exclusive remedy for any such breach of this Agreement but shall be in addition to all other remedies available at law or equity to such Party.

17. **Miscellaneous Provisions:**

- a. This Agreement may be executed in several counterparts, each of which shall be deemed an original and which together shall constitute one and the same instrument.
- b. This Agreement contains the entire understanding of the Parties and shall be amended only by written instrument signed by both Parties.
- c. This instrument shall be governed by and interpreted under Michigan law. The exclusive jurisdiction and venue is Oakland County Michigan.
- d. This Agreement shall be binding upon the Parties, all divisions and/or sites, any part thereof, their successors, acquiring all or any part of contracted Customer, and assigns.

Ulliance, Inc.
900 Tower Drive, Suite 600
Troy, MI 48098
248-680-4611
Contract No. 2340 JS

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

BY: _____

PRINTED NAME: Todd Lancaster

TITLE: Vice President of Sales & Marketing

DATE: _____

BY: _____

PRINTED NAME: _____

TITLE: _____

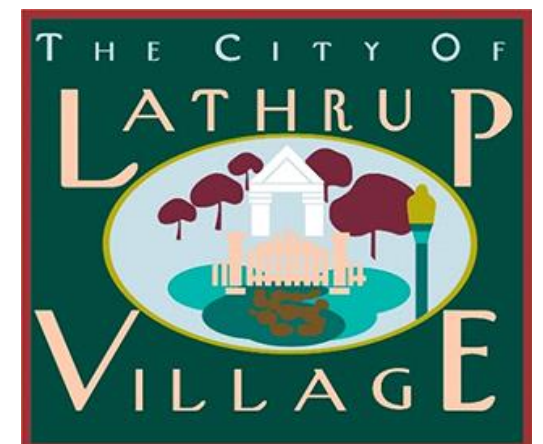
DATE: _____

ulliance.com

Life Advisor

Total Well-being Program

Presenter: Joel Schudiske





01. INTRODUCTION
02. VISION & MISSION
03. WHO WE ARE
04. PARTNERS
05. SERVICES
06. HISTORY & STATS
07. PORTAL
08. EMPLOYEES & SERVICES
09. REPORTING & PROMOTION
10. FEES & BILLING



Table of Contents

Who We Are

For over 30 years, Ulliance has been providing a comprehensive range of services to keep your staff emotionally and physically fit.

*"Improving
the lives
of the people
we serve."*

Life Advisor Employee Assistance Program®



Solution-based counseling to manage workplace conflicts, address personal concerns and embrace life challenges.

“People bring more to work than just their cell phones or lunches.”

Life Advisor Wellness Program®



- Using a unique “solution focused” coaching model
- Higher employee engagement
- Customizable program to fit culture and budget
- Dedicated wellness account managers

Human Effectiveness Training



- On-site employee & manager training programs
- Compliance and legal training
- Multiple delivery options
- Customized programs to address specific issues

Organizational & Leadership Development



- Executive & Leadership coaching
- Organizational consulting projects
- Team building & development
- Leadership retreats

Career Transition Services



- Individual & group outplacement packages
- Experts at addressing the emotional side of job loss
- Mobile app with resumé builder
- Solution-focused counseling & coaching



Complete Well-being Solutions



Partner Organizations

We provide support for every industry sector: healthcare, manufacturing, banking & finance, nonprofit, education and higher-learning, professional services and government.

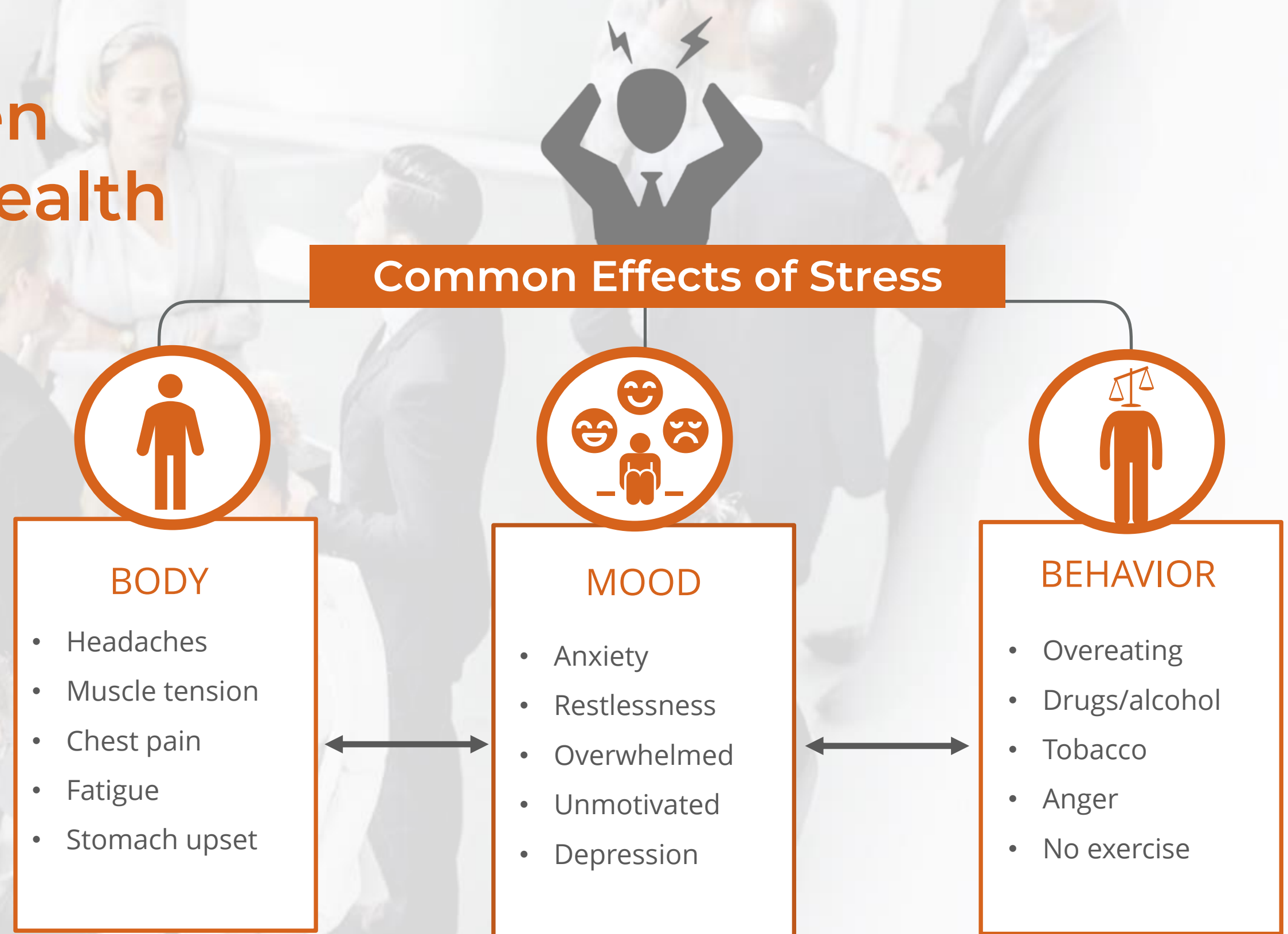


The Link Between Mental & Physical Health



Stress is the basic cause of **60%** of illness in America.

(Source - American Medical Association)



»» The Impact of Stress



The Impact of Depression

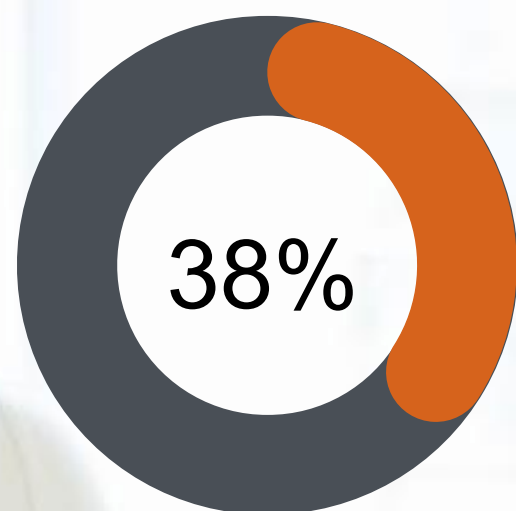
People with **depression** have **40%** higher risk of developing cardiovascular and metabolic diseases than the general population.



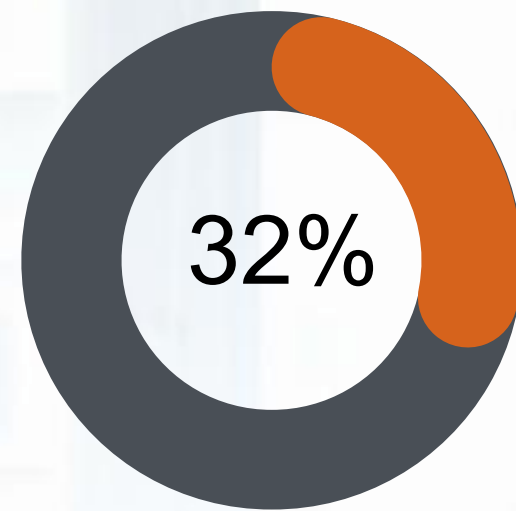
(Source - Workplace Wellness Trends Survey)

Top 10 Costly Health Conditions

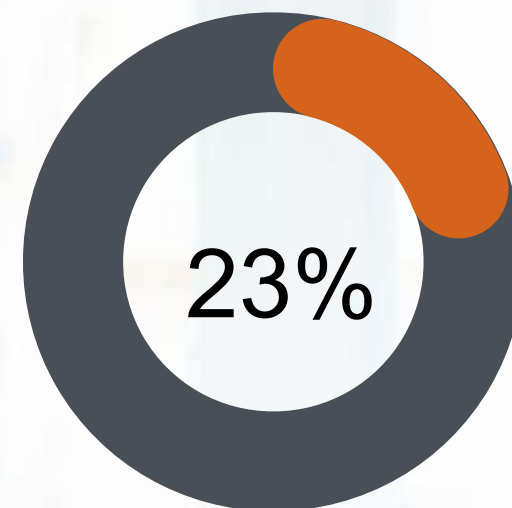
Mental Health And Our Behavior



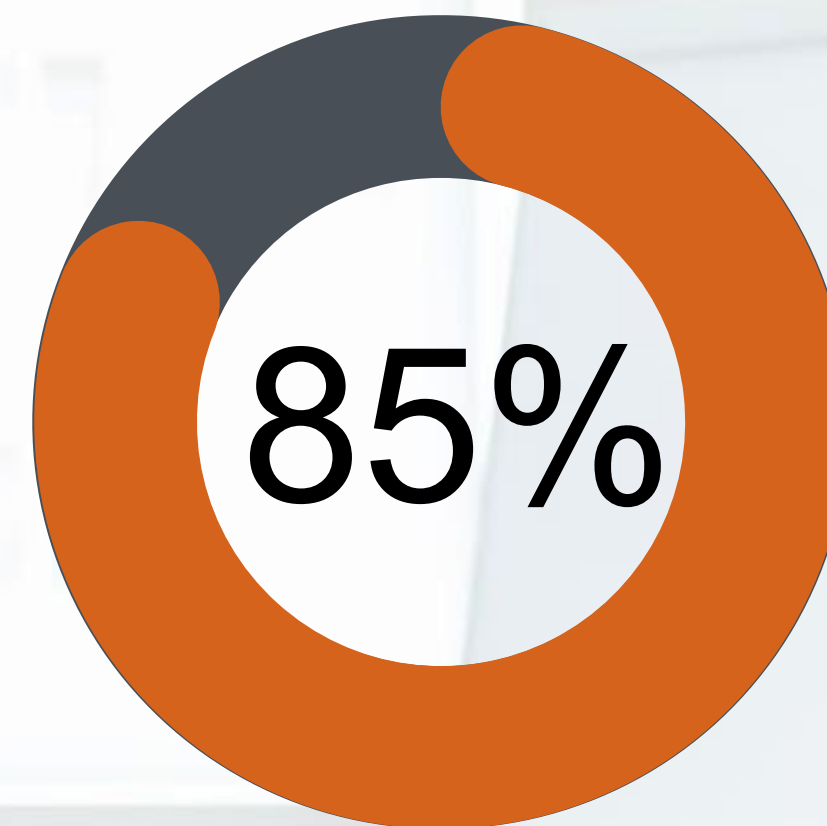
Difficulty concentrating



Avoiding social activities

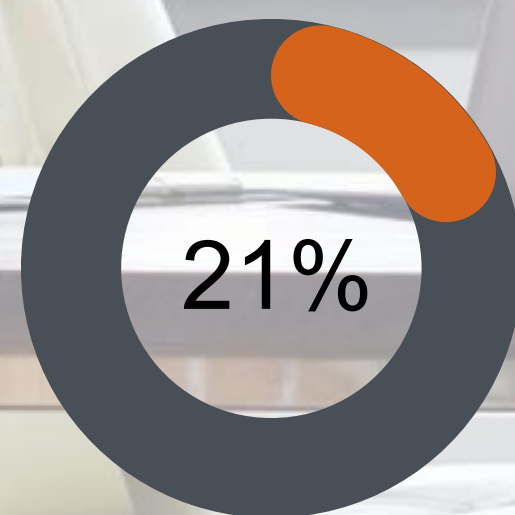


Less responsive to email and other communications

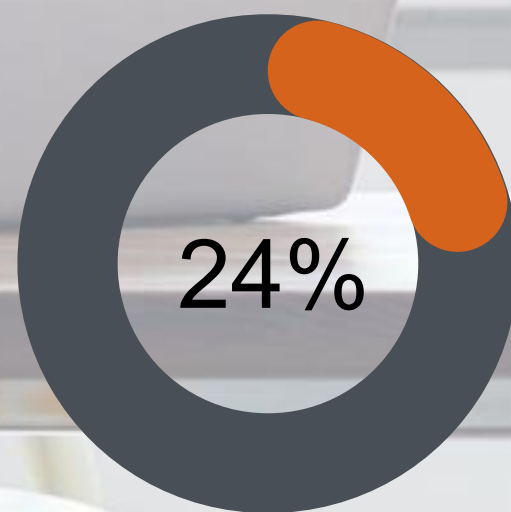


Absenteeism

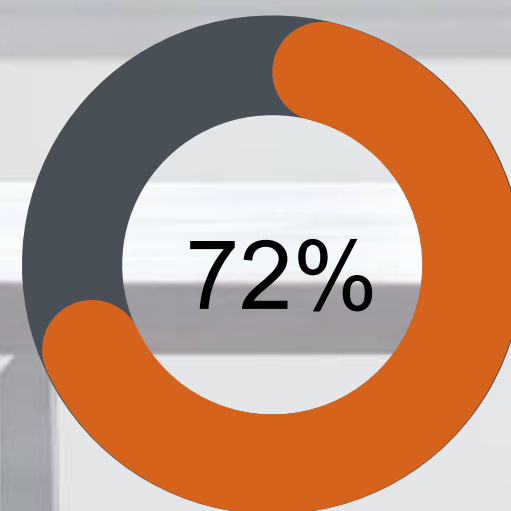
Respondents reported missing an average of eight days of work in the past year, an 85% increase from 2019. 17% of respondents missing more than 10 days of work due to mental health, 5.7 times more than in 2019 (3%).



Taking longer to do tasks



Difficulty thinking, reasoning, or deciding



Overall performance



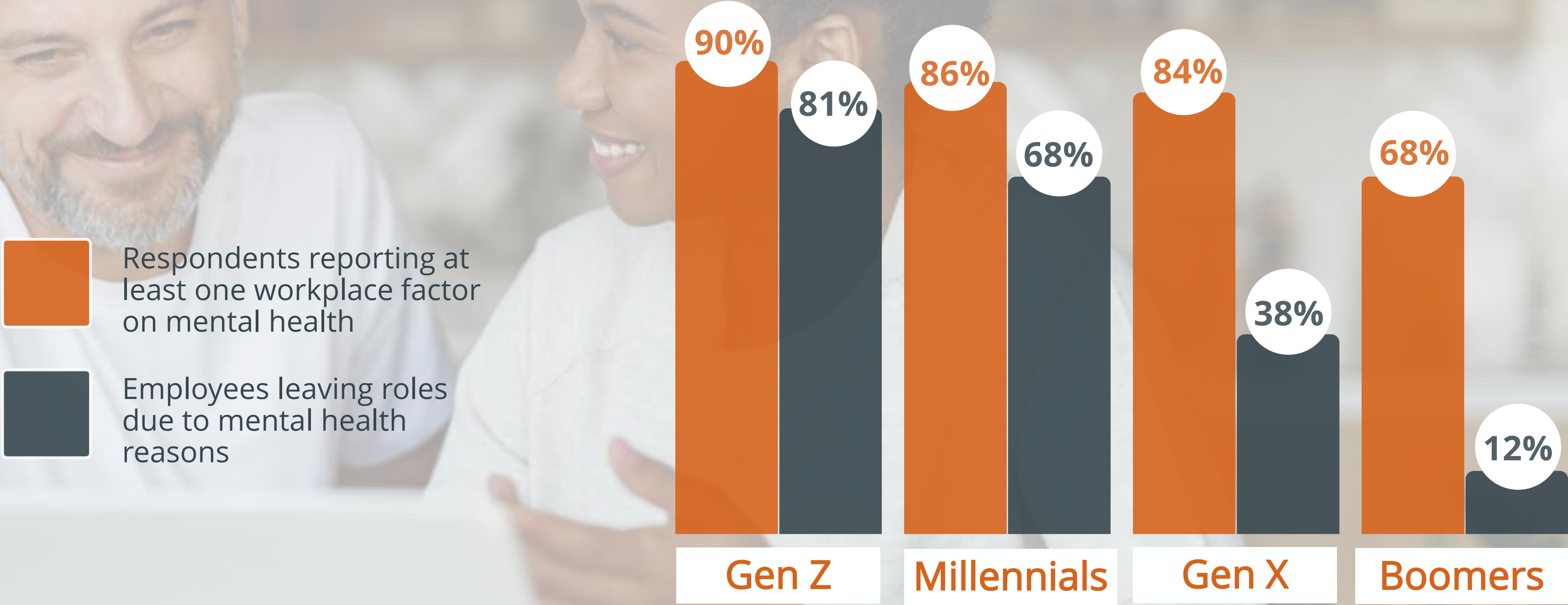
The Impact of Mental Health

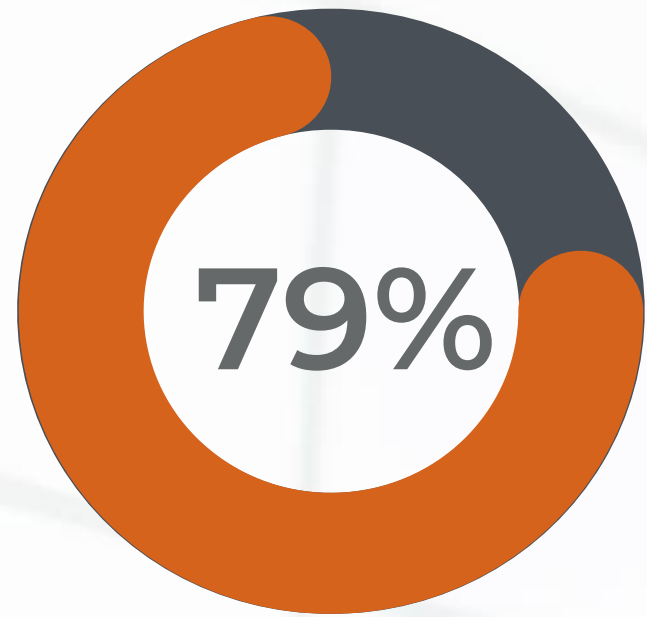


Mental and physical health are interrelated and equally as important. Research shows that our environments — including the workplace— have a direct impact on our mental health. **Unhealthy work environments have been shown to cause the onset of mental health conditions.**

Source:<https://www.who.int/teams/mental-health-and-substance-use/promotion-prevention/mental-health-in-the-workplace>

Generational Impacts of Mental Health





2020

Over 79% of adults aged 19-25 suffered moderate to severe depression. Over 75% in the same age group suffered moderate to severe anxiety.

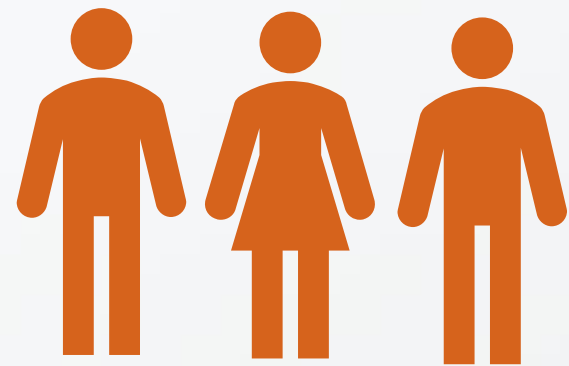


INCREASE

The national suicide rate has increased 30% between 2000 - 2020. Suicide is the 2nd leading cause of death for Americans under the age of 35.

3X

Pressure of education, social acceptance and lack of life structure greatly impacts the mental well-being of millennials—they are more than 3X as likely to suffer from depression and anxiety.



“The Changing Workforce”

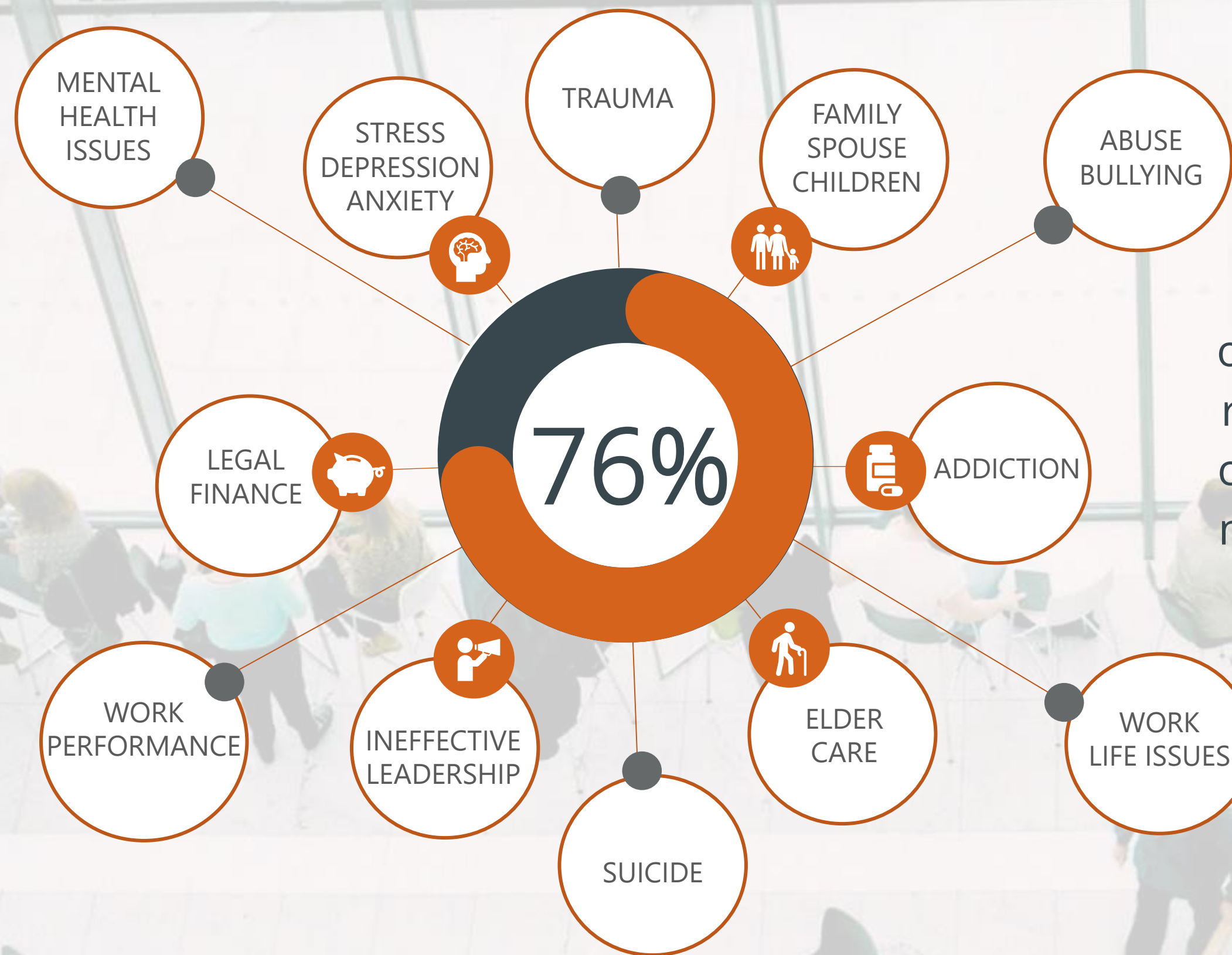
Millennials (those born between about 1980 and 2000) comprise half of the American workforce and by 2025, 75 percent of the global workforce.

<https://www.cdc.gov/nchs/products/databriefs/db330.htm>

<https://mhanational.org/research-reports/2022-state-mental-health-america-report>



The Future of Mental Health



76%
of the workforce
reported at least
one symptom of
mental health in
the past year.

(Source- Inc. Magazine)

DIRECT COSTS

- \$ Physical Health Claims
- \$ Behavioral Health Claims
- \$ Psychotropic Medications – RX
- \$ Workers' Comp Claims
- \$ Loss of Revenue
- \$ Recruiting Costs

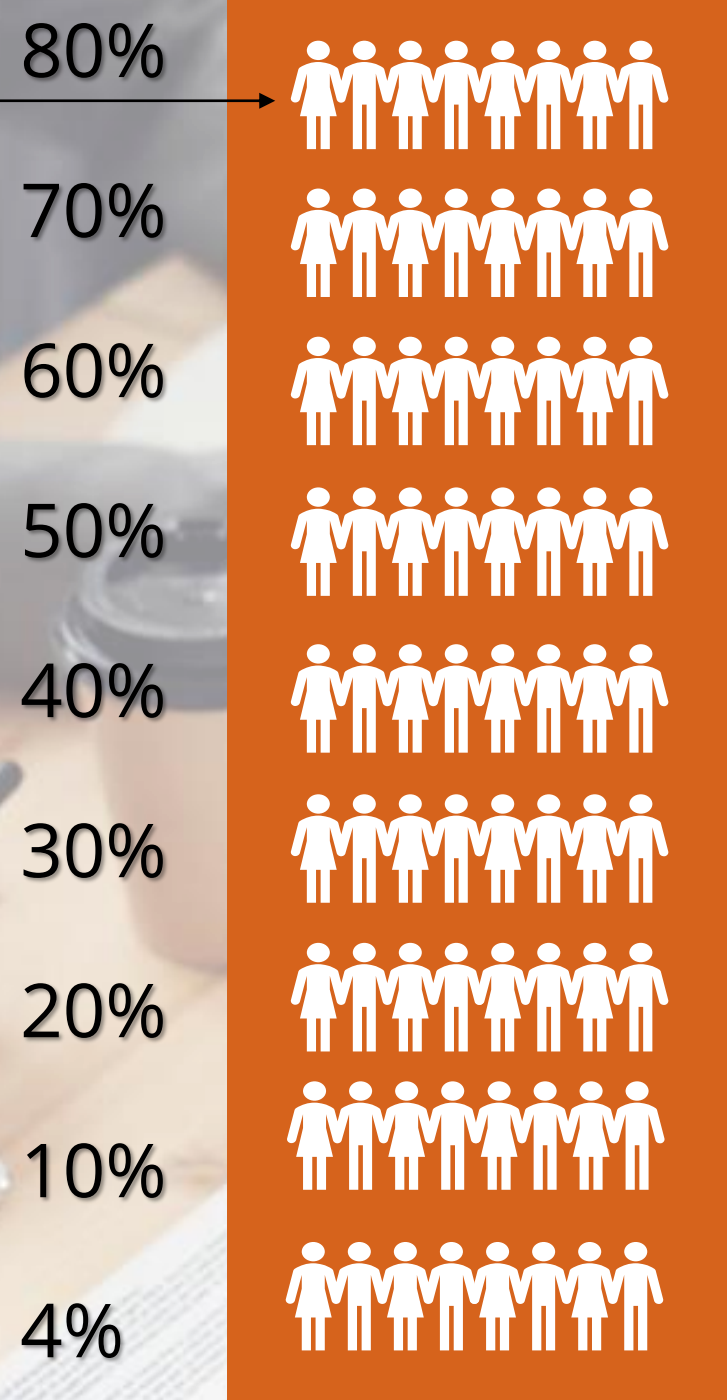
PRODUCTIVITY COSTS

- \$ Time Loss/Productivity
- \$ Presenteeism
- \$ Turnover
- \$ Safety
- \$ Culture & Engagement
- \$ Burnout



Personal Issues Impact the Workforce Cost Impact—Behavioral Health

76%
Life issues
impacting your
workforce.



4%
National
EAP
Utilization



“

With anxiety and stress related issues on the rise—traditional EAPs with low utilization rates are NOT the solution to address this growing epidemic.



Traditional EAPs



85% of first responders have experienced symptoms related to mental health conditions.

They are also impacted by PTSD. In 2020, 116 police officers died by suicide. In 2021, more than 140 police officers died by suicide.



Broken Model

Fixed visit models are not meeting the needs of today's organizations. Often advertised as an assess-and-refer model, most fixed visit models act more as a behavioral health concierge (that help people 'get help') rather than providing a solution that is focused on resolving issues.

Traditional EAPs

Nearly every organization offers some form of an EAP, and yet mental health concerns are on the rise while EAP utilization remains very low.

WHY IS THAT?

POOR COMMUNICATION

Whether intentional or not, EAP benefits are typically communicated very poorly. HR and Benefits teams already have too much on their plate to develop an effective communication strategy. Their EAP partners provide minimal help.

NO CHAMPION

With good intentions, most EAP programs get implemented with the best goals in mind. However, without a dedicated effort, accountability and resources, the utilization reports tell the rest of the story.

MISSION DRIFT

What is the mission of your EAP provider? Many organizations are part of, or affiliated with, an insurance company. When the mission is to sell more insurance, EAP utilization is treated more like claims experience than program success.

LIMITED COVERAGE

One of the biggest limitations to utilization is access to coverage. Not having a robust network for face-to-face visits, web resources, mobile applications, video counseling, and language interpretation support are just some of the reasons employees are not using EAP assistance.

Resolution EAP Model®

What makes our program different?

Our trademarked **Resolution EAP Model®** is a proprietary short-term counseling model that offers a flexible number of visits - unlike the fixed number of visits offered by traditional EAP's. We have developed this program specifically to meet the mental health needs of today's complex and changing workforce.

- 1) Flexible visits** – The Resolution EAP Model® is not limited by a predetermined number of visits.
- 2) Issue resolution** – Our 'solution-focused' approach helps to resolve or manage 94% of the situations within the EAP.
- 3) Total Well-being** – Life Advisor Portal & Health Tracker
- 4) HR & Benefits services** - Dedicated service features with a customized approach.
- 5) Health plan protection** – Diverts behavioral health and claims to the EAP and reduces the associated health claims that are attributed from mental health.



The  Ulliance
Proven
Process



5 to Thrive

Total Well-Being—the full integration of the five dimensions of well-being.

1. EMOTIONAL
2. PHYSICAL
3. FINANCIAL
4. CAREER
5. COMMUNITY



Well-being Dimensions

We meet people where they are on their well-being journey.



TECH

Tech prefers to communicate via technology.



TALK

Talk prefers communicating via phone or in person.



FLEX

Flex prefers to communicate via technology & direct communication.



User Personas

OUR PROVEN PROCESS



*"Meeting your employees
where they are."*

TECH | FLEX | TALK



Our Resolution EAP Model Process



Short Term Solution Focused Counseling

- **Stage 1**
Assess and clarify the core problem
- **Stage 2**
Identify solutions and alternatives
- **Stage 3**
Develop a plan of action
- **Stage 4**
Implement the plan while making adjustments

Our **Resolution EAP Model®** led by **certified counselors**, utilizing an upward spiral approach, helps individuals explore and ultimately resolve problems that could be impacting performance, happiness or success in one's life.



10%

Clinical Utilization

Our client annual clinical utilization is more than double the **national average (4%)**

18%

Service Utilization

On average 18% of staff/dependents issues are managed within our Solution-Focused Resolution EAP Model® — avoiding additional claims costs

98%

Renewal Rate

Our client renewal rate is nearly 100% for 30 years and counting



Results are our Evidence



Counseling

- Short-term, solution focused counseling
- Life Advisor EAP counselors
 - Seasoned professionals
 - On average, 8 years of post-master experience
 - State licensed and/or certification(s)
 - Specialized training in short-term treatment
 - National & international counseling network
- Available in-person, via video & telephonically
- Coverage for your family:
 - Employees
 - Spouse/partner
 - Dependent children



Employee Services

Services

- **24-hour Crisis line**

- Counselors can be reached 24 hours a day, 365 days a year, to assist with an urgent problem or crisis. There is no cost to the employee/dependent for this call.

- **Language Line**

- Ulliance utilizes a state-of-the-art language line that has the capability to interpret over 200 languages. Special telephone services are available for hearing impaired employees and dependents.

- **Confidentiality**

- Confidentiality is crucial to a successful EAP. To ensure client confidentiality, Ulliance complies with all Federal and State regulations including HIPAA & HITECH.





Coaching

- Telephonic and video coaching
- Assistance in setting and achieving self-improvement or professional development goals.

This may include:

- Professional development
- Communication skills
- Stress reduction
- Conflict resolution
- Financial or savings goals
- Well-being goals
- Self-Improvement goals
- Educational goals



Employee Services



Life Transitions

Today's work environment promotes the balancing of career and personal life commitments. We will provide employees with support, referrals and assistance with many of life's transitions.

- Child Care & Aged Loved Ones Assistance
- Grandparents
- Parenting
- Relationships
- Special Needs
- Work & Family Balance
- Retirement
- Expatriate/Repatriating
- Moving/Job Relocation
- Getting Married
- Having a baby



Employee Services

Life Advisor Well-being Portal & Health Tracker

- 5 Dimensions of Well-being
- Resource library featuring assessments, 750+ videos, 35,000+ articles on behavioral health, finance, wellness, prevention & more
- On-demand orientation videos
- **Smart Manager Webinars** - on topics such as: Improve Your Mood, Avoiding Burn Out, etc.
- **Smart Employee Webinars**
- First Responder Bulletin
- Well-being journal
- Newsletters
- Health and well-being trackers
- Individual well-being challenges

**Integrations from wearables requires Wellness Program addition*



Well-being Portal

Life Advisor Well-being Portal

- *Text* to request an appointment
- *Click to send an email* to open your default email application
- *Click to call* to speak with one of our trained employee counselors
- *Fully responsive* portal on all handheld devices
- *Watch a video* on how the EAP works
- *Send us your questions* directly through the form in the portal
- *Log in* & request a call or appointment
- *Connect with us*—we're social
- *Browse* through a robust resource library

Ulliance
Enhancing People. Improving Business.

EMPLOYEE DISCOUNTS & SPECIAL OFFERS
working ADVANTAGE

Ulliance, Inc. is proud to offer you FREE access to the Working Advantage members-only program! This unique program gives you access to exclusive discounts and special offers to theme parks, shopping, movie tickets, hotels, Broadway shows and much more - with savings up to 60% Off!

WELCOME!

RETURNING USERS: LOG IN

Email

Password

☐ Remember Me [Forgot Your Password?](#) **LOG IN**

OR

NEW USERS: SIGN UP TO BECOME A MEMBER
*All Fields Required

First Name*

Personal Password*

Confirm Password*

Email Address*

Confirm Email*

Country*

Some of the benefits Include:

- Theme Park & Amusement Park Tickets
- Online Shopping and Service Discounts
- Broadway Theatre
- Movie Tickets
- Ski Tickets
- Hotels Worldwide
- Rental Cars Worldwide
- Zoos and Aquariums
- Family Fun

Working Advantage Discount Program

The Working Advantage Discount Program provides discounts of up to **70%** off to employees and their dependents **on travel, food, clothing, activities and more!** Free to sign up!



WorkingAdvantage.com/ulliance.com



Employee Services



Financial Counseling

Members can find possible causes and solutions to their financial concerns by utilizing **a free 30 minute (per issue) telephonic or in-person consultation with a financial counselor.**

This rate will include a 15% discount.

Examples Include:

- Debt Management Programs
- Financial Education
- Budgeting
- Financial Planning



Employee Services



Legal Consultation

Members can receive up to 30-minute consultations (per issue) with local Plan Attorney and a **25% discount off attorney's normal hourly rate.**

- Up to 6-page document review FREE or at 25% discount
- Simple Dispute Resolution included
- Simple Will included



Employee Services

Legal Services

DID YOU KNOW?

There were 4.8 million identity theft and credit card fraud reports to the Federal Trade Commission in 2020, resulting in \$4.5 billion total loss.

Identity theft and fraud can cause stress, anxiety and even financial hardships. This is why Ulliance has partnered with **IDIQ** to provide a **FREE** credit & identity theft protection element to our EAP!

Employees can sign up for this **FREE** service through our LifeAdvisor.com portal.

We recognize that the threat of having your identity stolen is at an all time high. Protecting your identity is essential in today's ever-evolving tech world.



Employee Services

Account Management

Dedicated Account Manager

- Advanced Degreed/Licensed Counselors
- Seasoned/Experienced professionals
- Experienced in providing consultation regarding personal performance problems and work/life concerns
- Conducts quarterly service reports
- An Account Manager is always on call **24/7/365**



Employee Orientations

- Educate & inform employees of the valuable resources in the EAP
- Delivered in-person or video

Supervisor Orientations

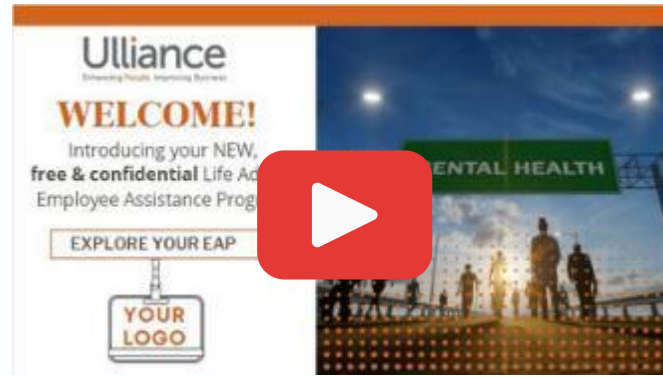
- Become familiar with critical incident support, HR consults and the informal & formal referral process



HR & Employee Orientations



Explainer video



Postcards



Employee webinars



Manager webinars



Monthly employee newsletter



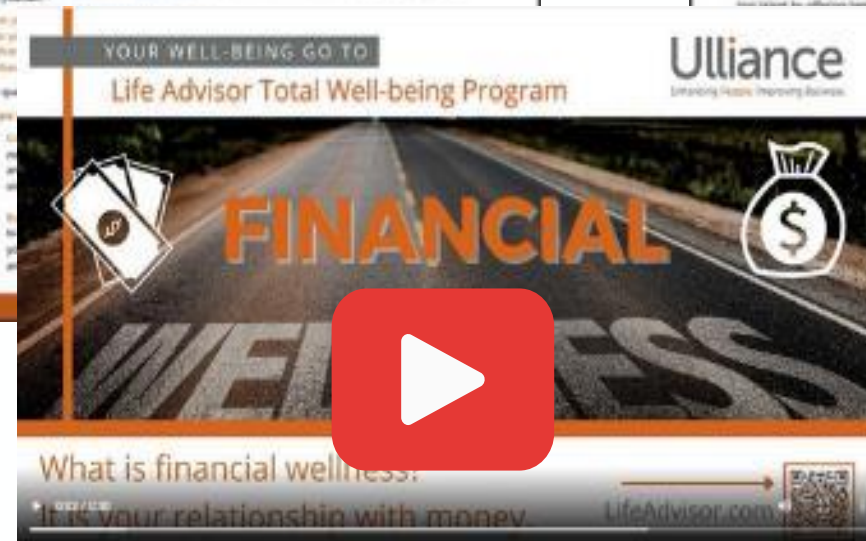
Quarterly Manager newsletter



Cards



Monthly employee video



- Introduction/welcome letters
- Printed flyers, posters, wallet cards
- Postcards sent to employee's home
- Monthly Employee Life Advisor Newsletter & bonus material
- Monthly video to post onsite
- Custom "How It Works" video
- Quarterly Smart Manager Bulletin
- Smart Manager webinars
- Employee webinars
- Vendor fair - Ulliance attendance
- Explainer Videos



EAP Promotion & Communication



HR Consultations

- Harassment & Conflict
- Gambling Problems
- Co-worker Conflict
- Critical Incident Stress Management
- Emotional/Psychiatric
- Anger Management
- Substance Abuse/Addiction
- Workplace Aggression/Anger
- Employee Death/Suicide
- Performance Issues
- Policy Violations
- Difficult Terminations



Item 10B.



HR & Management Services



Referrals

Informal Referral

- Suggestion from Administration to use the EAP benefit
- Participation information not available due to HIPAA

Formal Referral

- Employee demonstrates work performance issue
- Release allows for attendance and compliance updates



**CRISIS
AHEAD**

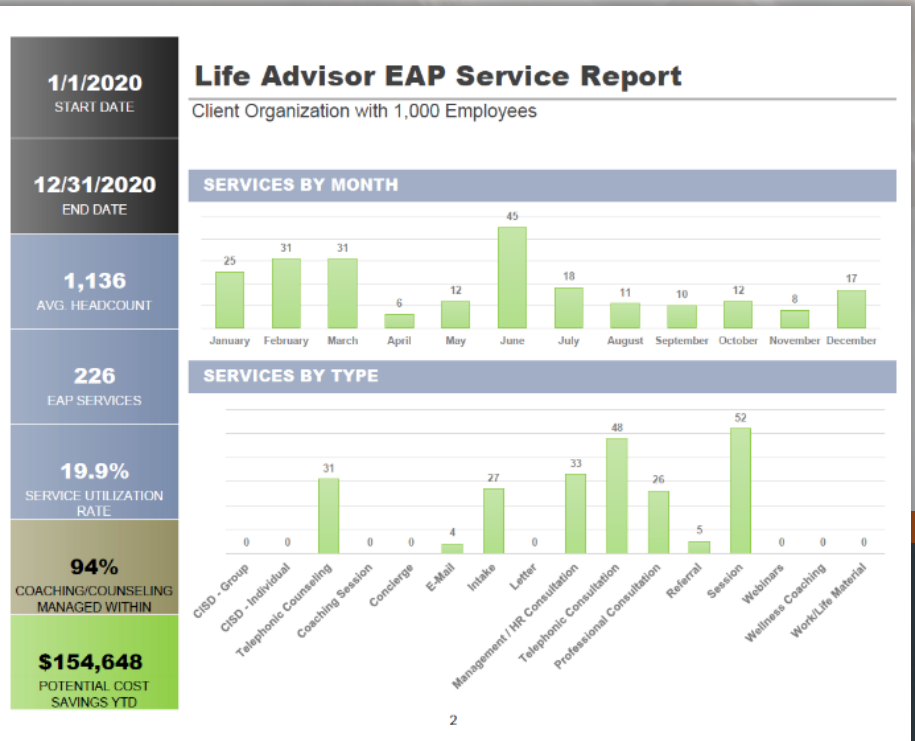
Managing Critical Incidents In The Workplace ► Crisis Support (CISD)

- Critical Incident Stress Debriefing
- 24-hour expert support and intervention
- Expert help to stabilize organizational crisis
- Specialized crisis management team
- **Unlimited** on-site debriefings and in-person grief counseling
- Fast response for sudden crises



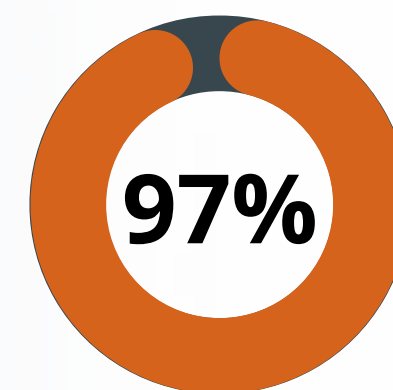
Service Reports

- Quarterly Reports reviewed with your Account Administration
- Valuable information on EAP usage & trends
- Develop action items to improve employee population

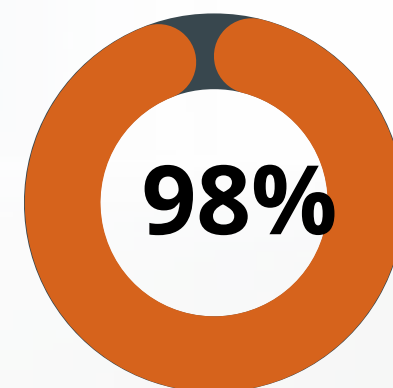


HR & Management Services

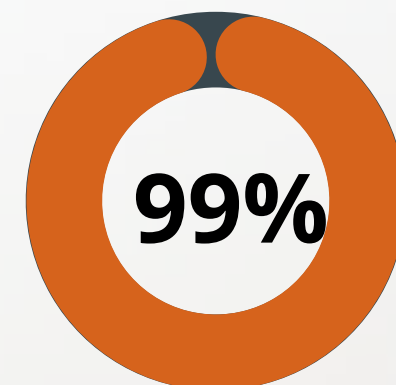
What People Say...



*Satisfaction with
counseling and
authorization process*



*Satisfaction
with counselor (choice
& or quality)*



Overall Satisfaction

» Client Satisfaction Results



Fees & Billing

Item 10B.

 Flexible Visit Resolution EAP Model®	
Your Return on Investment	94%
Dedicated Account Manager	✓
Discount Program	✓
Legal Support	✓
Promotional Materials	✓
Orientations	✓
Resource Portal	✓
Coaching	✓
Mobile App	✓
Credit Debt Management	✓
Custom Explainer Video	✓
Service Reports	Quarterly
CISD	Unlimited
Fees	\$6,500 Per Year

*Quote is based on 25 employees

Once fees are quoted, they are valid for the next sixty days.

Created 01-20-2023

“



We stand behind our
commitment to provide
your organization with
the highest caliber
of service!

”



If for any reason you are dissatisfied with Ulliance services during the first 120 days of implementing your Life Advisor EAP, Ulliance will refund 100% of your fees paid.

We believe actions speak louder than words and are ready to deliver quality service!



No other EAP provider offers a 100% money back performance guarantee.



10 Ways We're Different

Item 10B.

1

Trademarked
Proven Process

2

Dedicated
Account Manager

3

HR Services

4

Promotion

5

Technology

6

Utilization

7

ROI

8

Total Well-being

9

Implementation

10

International
Coverage/Local
Presence



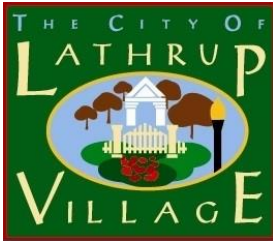


Ulliance

Enhancing **People.** Improving Business.



Thank you!



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 6, 2023

RE: 2023 Pavement Resurfacing Program Bid Award

A total of seven (7) bids were received ranging from a low of \$2,398,690.35 to \$3,341,214.18. The low bid was submitted by F. Allied Construction Company Inc., 9633 Northwest Court, Clarkston, MI 48347. The second low bid was submitted by Pro-line Asphalt Paving \$2,549,343.00.

Staff recommends that the contract be awarded to F. Allied Construction Company, Inc. at the base bid of \$2,398,690.35. Final cost will vary based on field-measured final quantities of work.

In review of the paving bond issue, several additional projects were included with the paving project to capture cost efficiencies with the larger project. In summary:

Total amount of bid	\$2,398,690.35
DPW parking lot reconstruction	(\$103,340)
Alley and approach reconstruction (DDA)	(\$179,537)
Eldorado Paving SAD	(\$134,975)
Non-compliant residential culverts / drives (19 total)	(\$53,869)
Water Main Trench Repair (Glenwood)	(\$75,842)
Water Main Trench Repair (San Diego)	<u>(\$53,684)</u>
Total amount - paving bond issue	\$1,797,407.35

Amount budgeted - paving bond issue	\$1,786,339
-------------------------------------	-------------

Contract documents will be submitted to you following the award of the bid.

Suggested Motion:

To award the 2023 Pavement Resurfacing Program Bid to F. Allied Construction Company in the amount of \$2,398,690.35.

February 20, 2023

Job # 15850.23

BID RECOMMENDATION

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI, 48076
ATTN: Susan Montenegro, City Administrator

RE: 2023 Pavement Resurfacing Program, Contract PR-23

Dear Mrs. Montenegro,

Bids for the 2023 Pavement Resurfacing Program were received on February 16th, 2023 at 2:00 p.m. and were opened publicly and read aloud.

A total of seven (7) bids were received ranging from a low of \$2,398,690.35 to \$3,341,214.18. The low bid was submitted by F. Allied Construction Company Inc., 9633 Northwest Court, Clarkston, MI 48347, (248) 625-9581. The second low bid was submitted by Pro-line Asphalt Paving \$2,549,343.00.

F. Allied has been in business for over 40 years. We have reviewed their references and find them positive. F. Allied has also performed work for other municipalities we represent and have performed well.

Based on positive references, past work performed, and their low bid submittal, we recommend that the contract be awarded to F. Allied Construction Company Inc. at the base bid of \$2,398,690.35. Final cost will vary based on field-measured final quantities of work.

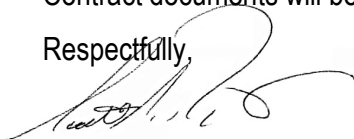
In review of the paving bond issue, several additional projects were included with the paving project to capture cost efficiencies with the larger project. In summary:

Total amount of bid	\$2,398,690.35
DPW parking lot reconstruction	(\$103,340)
Alley and approach reconstruction (DDA)	(\$179,537)
Eldorado Paving SAD	(\$134,975)
Non-compliant residential culverts / drives (19 total)	(\$53,869)
Water Main Trench Repair (Glenwood)	(\$75,842)
Water Main Trench Repair (San Diego)	(\$53,684)
Total amount - paving bond issue	\$1,797,407.35

Amount budgeted - paving bond issue \$1,786,339

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

Respectfully,



Scott A. Ringler, PE
Partner

Encl: Bid Tabulation and Project Map



2023 Pavement Reconstruction Project, Contract PR-23

City of Lathrup Village, Oakland County, Michigan
Bids opened on 02/16/2023 at 2:00 pm

				Engineer's Opinion of Cost		Lowest Bidder		Second Bidder	
				Giffels Webster		Allied Construction		Pro-Line Asphalt Paving Corp	
				1025 E. Maple Road, Suite 100		PO Box 1290		11797 29 Mile Road	
				Birmingham, MI 48009		Clarkston, MI 49347		Washington, MI 48095	
A. Construction									
Item	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization, Max 3%	1	Ls	\$ 60,000.00	\$ 60,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
2	Traffic Control, Max 2%	1	Ls	\$ 40,000.00	\$ 40,000.00	\$ 42,000.00	\$ 42,000.00	\$ 50,000.00	\$ 50,000.00
3	Reimbursed Permit Fees	1,000	Dlr	\$ 1.00	\$ 1,000.00	\$ 1.00	\$ 1,000.00	\$ 1.00	\$ 1,000.00
4	Culv, Rem, Less than 24 Inch	40	Ea	\$ 250.00	\$ 10,000.00	\$ 250.00	\$ 10,000.00	\$ 500.00	\$ 20,000.00
5	Curb and Gutter, Rem	21	Ft	\$ 30.00	\$ 630.00	\$ 100.00	\$ 2,100.00	\$ 40.00	\$ 840.00
6	Pavt, Rem	400	Syd	\$ 11.00	\$ 4,400.00	\$ 18.00	\$ 7,200.00	\$ 15.00	\$ 6,000.00
7	Pavt, Rem, Driveway	1,089	Syd	\$ 11.00	\$ 11,979.00	\$ 18.00	\$ 19,602.00	\$ 22.00	\$ 23,958.00
8	Sidewalk, Rem	290	Syd	\$ 9.00	\$ 2,610.00	\$ 18.00	\$ 5,220.00	\$ 20.00	\$ 5,800.00
9	Excavation, Earth, Goldengate	1	Ls	\$ 1,530.00	\$ 1,530.00	\$ 2,040.00	\$ 2,040.00	\$ 3,000.00	\$ 3,000.00
10	Excavation, Earth, Glenwood	1	Ls	\$ 930.00	\$ 930.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
11	Excavation, Earth, Sunnybrook	1	Ls	\$ 1,410.00	\$ 1,410.00	\$ 2,000.00	\$ 2,000.00	\$ 6,000.00	\$ 6,000.00
12	Excavation, Earth, Alley #1	1	Ls	\$ 7,500.00	\$ 7,500.00	\$ 8,000.00	\$ 8,000.00	\$ 12,000.00	\$ 12,000.00
13	Excavation, Earth, Alley #2	1	Ls	\$ 7,500.00	\$ 7,500.00	\$ 8,000.00	\$ 8,000.00	\$ 12,000.00	\$ 12,000.00
14	Excavation, Earth, California	1	Ls	\$ 540.00	\$ 540.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
15	Excavation, Earth, DPW Lot 1	1	Ls	\$ 4,470.00	\$ 4,470.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00
16	Excavation, Earth, DPW Lot 2	1	Ls	\$ 4,470.00	\$ 4,470.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00
17	Excavation, Earth, Glenwood WM Trench	1	Ls	\$ 7,500.00	\$ 7,500.00	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00
18	Excavation, Earth, San Diego WM Trench	1	Ls	\$ 4,000.00	\$ 4,000.00	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00
19	Machine Grading	6.0	Sta	\$ 1,500.00	\$ 9,000.00	\$ 1,800.00	\$ 10,800.00	\$ 1,000.00	\$ 6,000.00
20	Subgrade Undercutting, 21AA	290	Cyd	\$ 65.00	\$ 18,850.00	\$ 64.00	\$ 18,560.00	\$ 65.00	\$ 18,850.00
21	Erosion Control, Inlet Filter, Drop Cloth	120	Ea	\$ 150.00	\$ 18,000.00	\$ 90.00	\$ 10,800.00	\$ 80.00	\$ 9,600.00
22	Aggregate Base, 7 Inch, 21AA	1,049	Syd	\$ 10.00	\$ 10,490.00	\$ 13.35	\$ 14,004.15	\$ 15.00	\$ 15,735.00
23	Aggregate Base, 10 Inch, 21AA	2,096	Syd	\$ 15.00	\$ 31,440.00	\$ 19.00	\$ 39,824.00	\$ 18.00	\$ 37,728.00
24	Aggregate Base, Supplemental	116	Ton	\$ 30.00	\$ 3,480.00	\$ 41.65	\$ 4,831.40	\$ 50.00	\$ 5,800.00
25	Maintenance Gravel	118	Ton	\$ 50.00	\$ 5,900.00	\$ 28.00	\$ 3,304.00	\$ 50.00	\$ 5,900.00
26	Geogrid, Tensar Triax, TX 130S	5,370	Syd	\$ 2.50	\$ 13,425.00	\$ 2.25	\$ 12,082.50	\$ 4.00	\$ 21,480.00
27	Culvert, Cleanout	2,813	Ft	\$ 10.00	\$ 28,130.00	\$ 12.00	\$ 33,756.00	\$ 10.00	\$ 28,130.00
28	Sewer, CL A, 8 Inch, Trench Det B (PVC)	93	Ft	\$ 60.00	\$ 5,580.00	\$ 60.00	\$ 5,580.00	\$ 150.00	\$ 13,950.00
29	Dr Structure Cover, Adj, Case 1	9	Ea	\$ 750.00	\$ 6,750.00	\$ 600.00	\$ 5,400.00	\$ 1,000.00	\$ 9,000.00
30	Dr Structure Cover, Type G	3	Ea	\$ 500.00	\$ 1,500.00	\$ 500.00	\$ 1,500.00	\$ 1,000.00	\$ 3,000.00
31	Dr Structure Cover, EJ 1040 Z / C Cover	2	Ea	\$ 500.00	\$ 1,000.00	\$ 750.00	\$ 1,500.00	\$ 1,000.00	\$ 2,000.00
32	Dr Structure Cover, EJ 1040 / M1 Flat	1	Ea	\$ 500.00	\$ 500.00	\$ 625.00	\$ 625.00	\$ 1,000.00	\$ 1,000.00
33	Dr Structure, 24" Dia, Low Head Inlet, Compl	1	Ea	\$ 3,500.00	\$ 3,500.00	\$ 2,400.00	\$ 2,400.00	\$ 4,000.00	\$ 4,000.00
34	Dr Structure, 24 Inch Dia	4	Ea	\$ 2,500.00	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00	\$ 3,000.00	\$ 12,000.00
35	Drainage Structure, Adj, Add Depth	10	Ft	\$ 200.00	\$ 2,000.00	\$ 200.00	\$ 2,000.00	\$ 300.00	\$ 3,000.00
36	Drainage Structure, Tap, 8 Inch	9	Ea	\$ 325.00	\$ 2,925.00	\$ 250.00	\$ 2,250.00	\$ 1,000.00	\$ 9,000.00
37	Drainage Structure, Cleaning	10	Ea	\$ 200.00	\$ 2,000.00	\$ 175.00	\$ 1,750.00	\$ 250.00	\$ 2,500.00
38	Culv, CL F, 8 Inch, CMP	873	Ft	\$ 45.00	\$ 39,285.00	\$ 50.00	\$ 43,650.00	\$ 100.00	\$ 87,300.00
39	Underdrain, Pipe, Open Graded, 8 Inch	655	Ft	\$ 30.00	\$ 19,650.00	\$ 34.00	\$ 22,270.00	\$ 40.00	\$ 26,200.00
40	Cold Milling, HMA Surface	41,190	Syd	\$ 5.00	\$ 205,950.00	\$ 3.80	\$ 156,522.00	\$ 6.00	\$ 247,140.00
41	HMA Surface, Rem	2,356	Syd	\$ 5.00	\$ 11,780.00	\$ 15.00	\$ 35,340.00	\$ 9.00	\$ 21,204.00
42	HMA Surface, Rem, Driveway	1,450	Syd	\$ 9.00	\$ 13,050.00	\$ 18.00	\$ 26,100.00	\$ 13.00	\$ 18,850.00
43	HMA Surface, Rem, Patch	1,301	Syd	\$ 9.00	\$ 11,709.00	\$ 18.00	\$ 23,418.00	\$ 20.00	\$ 26,020.00
44	Hand Patching	25	Ton	\$ 175.00	\$ 4,375.00	\$ 330.00	\$ 8,250.00	\$ 200.00	\$ 5,000.00
45	Hand Patching, Patch	779	Ton	\$ 160.00	\$ 124,640.00	\$ 195.00	\$ 151,905.00	\$ 170.00	\$ 132,430.00
46	HMA, 3C	5,685	Ton	\$ 115.00	\$ 653,775.00	\$ 106.00	\$ 602,610.00	\$ 115.00	\$ 653,775.00
47	HMA, 36A	228	Ton	\$ 175.00	\$ 39,900.00	\$ 225.00	\$ 51,300.00	\$ 220.00	\$ 50,160.00
48	HMA, 5E1	4,059	Ton	\$ 125.00	\$ 507,375.00	\$ 118.00	\$ 478,962.00	\$ 135.00	\$ 547,965.00
49	Conc Pavt with Int Curb, Nonreinf, 7 Inch	351	Syd	\$ 70.00	\$ 24,570.00	\$ 74.20	\$ 26,044.20	\$ 80.00	\$ 28,080.00
50	Concrete Short Load Charge (6 CY)	10	Ea	\$ 150.00	\$ 1,500.00	\$ 206.00	\$ 2,060.00	\$ 140.00	\$ 1,400.00
51	Driveway, Nonreinf Conc, 6 Inch	1,089	Syd	\$ 58.00	\$ 63,162.00	\$ 65.00	\$ 70,785.00	\$ 75.00	\$ 81,675.00
52	Curb and Gutter, Conc, Det F4	21	Ft	\$ 50.00	\$ 1,050.00	\$ 51.50	\$ 1,081.50	\$ 50.00	\$ 1,050.00
53	Detectable Warning Surface	194	Ft	\$ 50.00	\$ 9,700.00	\$ 67.00	\$ 12,998.00	\$ 75.00	\$ 14,550.00
54	Sidewalk Ramp, Conc, 6 Inch	2,318	Sft	\$ 10.00	\$ 23,180.00	\$ 17.50	\$ 40,565.00	\$ 11.00	\$ 25,498.00
55	Sidewalk, Conc, 4 Inch	95	Sft	\$ 7.00	\$ 665.00	\$ 8.25	\$ 783.75	\$ 9.00	\$ 855.00
56	Sidewalk, Conc, 8 Inch	857	Sft	\$ 10.00	\$ 8,570.00	\$ 12.40	\$ 10,626.80	\$ 11.00	\$ 9,427.00
57	Pavt Mrkg, Polyurea, 6 Inch, Crosswalk	108	Lft	\$ 5.00	\$ 540.00	\$ 3.10	\$ 334.80	\$ 3.00	\$ 324.00
58	Pavt Mrkg, Polyurea, 18 Inch, Stop Bar	37	Lft	\$ 12.00	\$ 444.00	\$ 8.40	\$ 310.80	\$ 10.00	\$ 370.00
59	Pavt Mrkg, Polyurea, Sharrow Symbol	8	Ea	\$ 200.00	\$ 1,600.00	\$ 205.00	\$ 1,640.00	\$ 200.00	\$ 1,600.00
60	Pavt Mrkg, Sprayable Thermopl, 4" White	180	Lft	\$ 3.00	\$ 540.00	\$ 3.15	\$ 567.00	\$ 3.00	\$ 540.00
61	Pavt Mrkg, Sprayable Thermopl, 4" Yellow	410	Lft	\$ 3.00	\$ 1,230.00	\$ 3.15	\$ 1,291.50	\$ 3.00	\$ 1,230.00

A. Construction

				Engineer's Opinion of Cost		Lowest Bidder		Second Bidder	
				Giffels Webster		Allied Construction		Pro-Line Asphalt Paving Corp	
				1025 E. Maple Road, Suite 100		PO Box 1290		11797 29 Mile Road	
				Birmingham, MI 48009		Clarkston, MI 49347		Washington, MI 48095	
Item	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
62	Pavt Mrkg, Polyurea, Lt Turn Arrow Symb	1	Ea	\$ 200.00	\$ 200.00	\$ 194.00	\$ 194.00	\$ 200.00	\$ 200.00
63	Pavt Mrkg, Polyurea, Rt Turn Arrow Symb	1	Ea	\$ 200.00	\$ 200.00	\$ 194.00	\$ 194.00	\$ 200.00	\$ 200.00
64	Pavt Mrkg, Polyurea, Thru Arrow Symb	1	Ea	\$ 200.00	\$ 200.00	\$ 185.00	\$ 185.00	\$ 200.00	\$ 200.00
65	Landscape Restoration	10,847	Syd	\$ 8.00	\$ 86,776.00	\$ 19.85	\$ 215,312.95	\$ 7.00	\$ 75,929.00
66	Water Sodding / Seeding	190	Unit	\$ 50.00	\$ 9,500.00	\$ 54.00	\$ 10,260.00	\$ 60.00	\$ 11,400.00
67	Sprinkler Pipe	500	Ft	\$ 10.00	\$ 5,000.00	\$ 12.00	\$ 6,000.00	\$ 5.00	\$ 2,500.00
68	Sprinkler Head	50	Ea	\$ 100.00	\$ 5,000.00	\$ 90.00	\$ 4,500.00	\$ 90.00	\$ 4,500.00
69	Mailbox, Replace	10	Ea	\$ 225.00	\$ 2,250.00	\$ 150.00	\$ 1,500.00	\$ 250.00	\$ 2,500.00
A. Subtotal Construction:				\$ 2,222,305.00		\$ 2,398,690.35		\$ 2,549,343.00	
Total Construction:				\$ 2,222,305.00		\$ 2,398,690.35		\$ 2,549,343.00	

Bids opened on 2/16/2023 at 2:00 pm
by S. Ringler and K. London

Other Bidders:

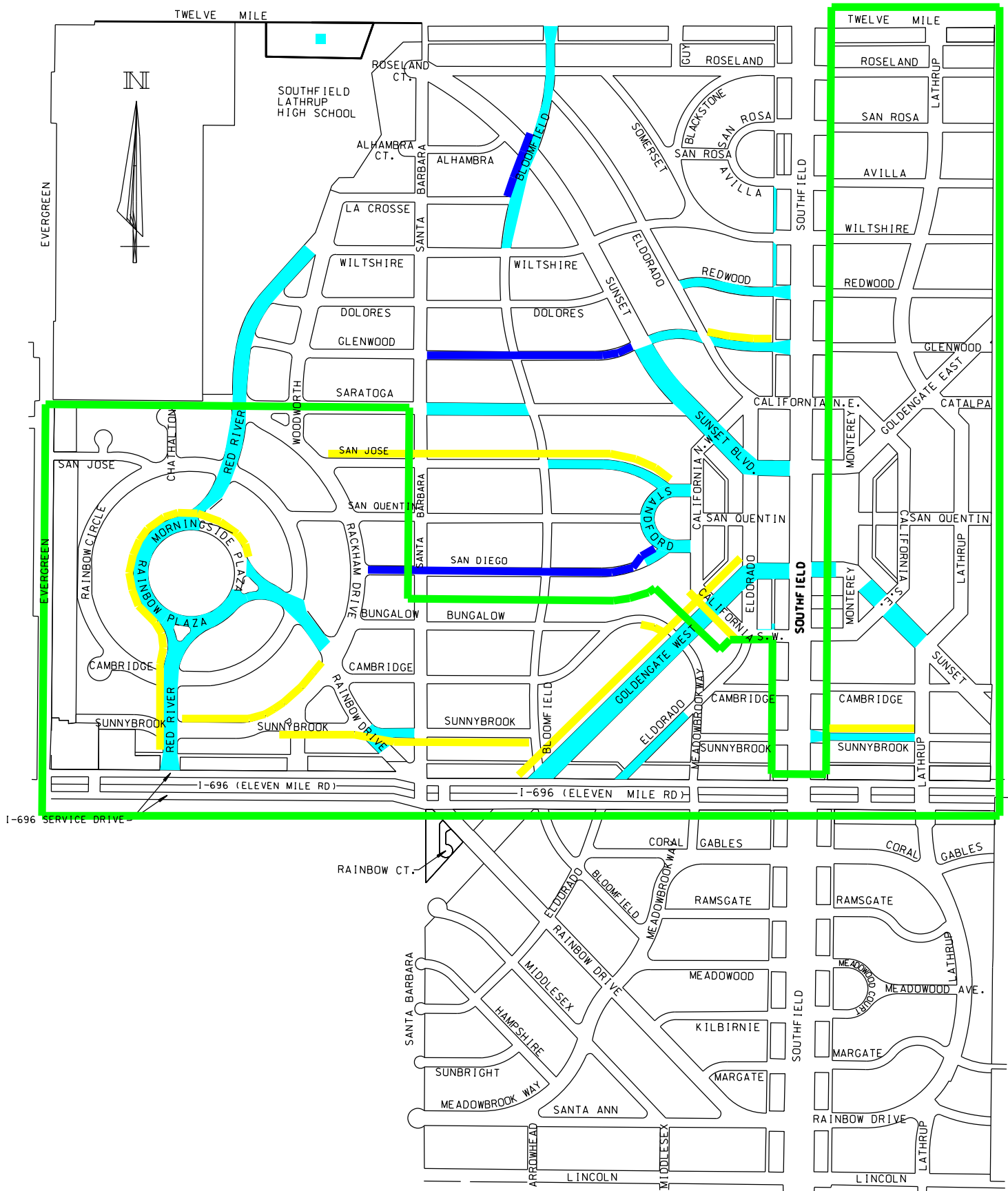
Best Asphalt ~~\$2,599,544.84~~
Asphalt Specialists, Inc \$2,679,314.50
Cadillac Asphalt \$2,861,681.33
Al's Asphalt Paving Co. \$2,867,774.00
Ajax Paving Industries. Inc \$3,341,214.18

Corrected By Engineer

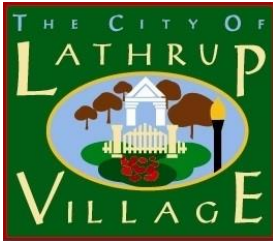
CITY OF LATHRUP VILLAGE 2023 CONSTRUCTION MAP

WATER MAIN REPLACEMENT —
 ROAD RESURFACING —
 SIDEWALK REPLACEMENT —
 CONSUMERS ENERGY —

Item 10C.



(NO SCALE)



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 6, 2023

RE: Gate Valve Refurbishment/Replacement – Capital Improvement Bond

Gate valve refurbishment and/or replacement is a part of Lathrup Village's capital improvement plan. While many of the gate valves have been completed, there are 29 gate wells that are impacted with debris and therefore additional work will need to be done to assess the condition of the gate valve itself.

Giffels Webster has included images of the gate wells showing the debris in the well that is three to four feet deep, as well as an image of what a typical gate well and valve looks like. A map is also included that shows the location of the gate wells, which are primarily located on Southfield Road.

DPW reached out to Southfield's DPW department several times last fall for assistance, however Southfield never responded. DVM Utilities owns several vacuum trucks and is well equipped to perform this work. Additionally, DVW performed the cured-in-place-pipe work last year, so it makes sense to ask them to do the gate well cleaning.

A quote from DVM Utilities for the work in the amount of \$12,175.00 is before Council for approval. The price is \$375.00 per gate well cleaning equaling \$10,875.00 for 29 gate wells and one day of traffic control at \$1,300.00.

Suggested Motion:

To approve the quote submitted by DVW Utilities in the amount of \$12,175.00 for gate well cleaning and traffic control.



02/22/2023

GWE # 16496.61

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI., 48076
Attn: Susan Montenegro, City Administrator

Re: Gate Valve Refurbishment / Replacement – Capital Improvement Bond

Dear Susan,

As part of the 2021 Capital Improvement Bond, approximately 167 existing gate valves are to be inspected and either refurbished or replaced. The City's contractor (Sunde LLC) has inspected approximately 29 of the gate valves but cannot verify the condition since the gate wells are impacted with debris from the bottom to the top of the valve.

In the summer and fall of 2022, the City DPW had requested assistance from the City of Southfield's DPW but has not received a return call after several attempts.

Therefore, we have requested a quote from the City's cured-in-place-pipe contractor, DVM Utilities owns and operated several large Vactor trucks required for this type of work. DVM has quoted the City \$375 for each gate well cleaning and \$1,300 per day for any required traffic control along Southfield Road. It is our opinion that traffic control will not be required.

Based on the above, we would recommend the City approve the quote of \$375 per gate well cleaning and budget for one (1) day of traffic control.

Estimated Cost:

Gate well cleaning	29 ea x \$375 /ea = \$10,875.00
Traffic control	1 day x \$1,300 = <u>\$1,300.00</u>
	\$12,175.00

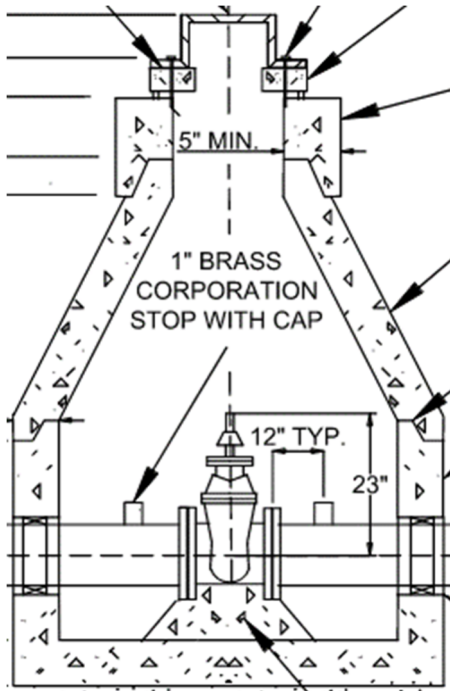
Please feel free to contact me if you have any questions or need additional information.

Respectfully,
GIFFELS WEBSTER

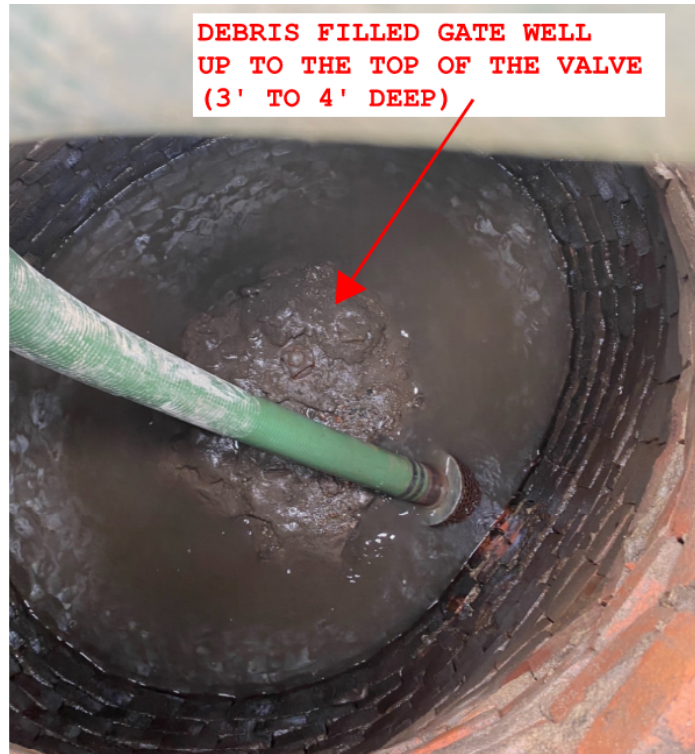
A handwritten signature in black ink, appearing to read "Scott A. Ringler".

Scott A. Ringler, P.E., LEED AP
Partner

Encl: Location Map
DVM Quote



Typical Gate Valve and Well Detail



Debris Filled Gate Well

Scott A. Ringler

From: Scott A. Ringler
Sent: Wednesday, February 22, 2023 1:45 PM
To: Scott A. Ringler
Subject: FW: Lathrup

From: Karl Bates <KBates@dvmutilities.com>
Sent: Wednesday, September 21, 2022 3:41 PM
To: Scott A. Ringler <sringler@giffelswebster.com>
Cc: sstec@lathrupvillage.org
Subject: RE: Lathrup

Scott,

Good afternoon. Thank you for the clarification.

Based on the information provided, DVM Utilities proposes a unit price of \$375.00/each.

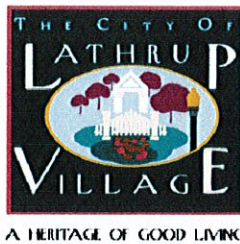
If a lane closure is required to complete the work, we propose an additional \$1,300.00/day.

This work could begin and be completed as soon as next week, if approved.

Respectfully,

Karl J Bates III
6045 Sims Rd., Suite #2
Sterling Heights, MI 48313
Direct: (248)930-8524
Office: (586)979-0402
kbates@dvmutilities.com





INFRASTRUCTURE STUDY GROUP

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

WATER MAIN RECOMMENDATIONS TO CITY COUNCIL

MARCH 1, 2023

2023 Water Main Recommendation:

Background: On December 21, 2020, City Council adopted a recommendation from the Infrastructure Study Group to undertake a three-year, \$7.3M project to dramatically improve the City's water and sewer infrastructure. A variety of specific improvements were included, such as:

- Replacement of five water mains
- Sanitary sewer cleaning, televising and repair
- Sanitary retention tank repairs and upgrades
- Gate valve replacements
- Fire hydrant replacements
- Lead water line abatements
- Stop box inspections for lead lines along with stop box replacements
- Water billing telemetry improvements
- Water meter replacements

The funding of this project would come from a combination of a \$5.4M in general obligation bonds and \$1.9M from the approximate \$4M balance of the City's Water and Sewer Fund. The City has made significant progress on all project goals during the first two years of construction work. It is expected that all scheduled improvements will be completed by the end of the third year of the project (fall of 2023).

Upon completion of the Year 3 project work, the overall project is expected to be significantly under budget. This surplus is a result of several factors. First, the city expected to replace its

water meter stock as part of a larger effort to curb a consistently large water loss issue. Because other water loss reduction efforts are having a significant effect, water meter replacement has been indefinitely delayed (the city administration can revisit this at a later date, if so desired). Second, the city has found significantly fewer lead lines than were expected for a city of our age. Third, we have been able to refurbish our gate valves instead of replacing them at a 6 times lower cost. Fourth, the City has received significant grants to offset the cost of some of this work. Lastly, we budgeted for 1,700 stop box excavations and replacements, but due to a change in EGLE's regulatory requirements, we were able to reduce that number to 315. The net effect of these savings will result in completing all work while still spending \$675,000 less than the bond amount (even with the addition of more sanitary sewer repairs than originally planned and the construction of seven unplanned dead-end manholes). To date, all expenditures have been made using bond funds. No money has been (or will be) spent from the Water and Sewer Fund as originally planned. Moving forward beyond 2023, the City can assess the use of the previously allocated, but unused, \$1.9M in Water and Sewer Funds on a project-by-project basis as needed.

General obligation bonds for this project purpose come with the expectation that the received funds are to be used within three years. To meet this expectation, the City needs to add additional water and sewer projects to the 2023 summer construction season. The Infrastructure Study Group anticipated such a possibility. In the approved three-year project recommendation, it was specifically noted that under-budgeted projects would free up funds that would be spent on other water and sewer projects. The purpose of this document is to present the recommendation of the Infrastructure Study Group for the use of these remaining funds on additional projects during the summer of 2023.

Recommended Projects:

As a result of the three-year Capital Improvement Project, all of the City's water and sewer related infrastructure systems have been significantly improved. However, the one area that still needs significant attention is our water main system. While the City has been making yearly strides toward replacing water mains, we still have 17 miles of water main that was installed prior to 1930. These water mains have been in use for almost double their expected 50-year life, and as a result, Lathrup Village experiences a high number of water main breaks. For example, this past fall, the City attempted to conduct a flow test of our water system. This test is necessary so that we can better identify and prioritize the areas of the City needing the most

attention. However, within a week, the added stress of the test caused five water main breaks, which disrupted important water service to our residents. As a result of our frequent water main breaks, most all residents are unfortunately aware of our brown water alerts that arise whenever there is a water main break!

As such, the Study Group recommends moving up two water main replacement projects, to the summer of 2023, that were originally scheduled in the Capital Improvement Plan for after the conclusion of the three-year bond project. The recommended mains for replacement are San Diego from Rackham to Stanford Court and Lincoln underneath Southfield Road. These mains were selected because their repair will increase pressure, flow, fire safety and redundancy to areas of the City that are sorely lacking. Note these two selections would be in addition to the water main replacements already slated for the summer of 2023.

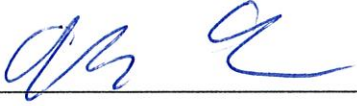
The San Diego water main is a 6 inch main that is 2,150 feet long and was constructed around 1925. This section of main has experienced five water main breaks. The estimated cost of replacement is \$537,500.

The selection of the Lincoln water main requires a little background information. Approximately 15 years ago, the City experienced a water main break on the Lincoln water main directly under Southfield Road. Due to the expense and complication (the digging up of Southfield Road) of the repair at the time, it is our understanding that the City Administrator decided to simply shut the gate valve that connected the east side of Lincoln to the west side instead of doing a repair. This prevents any flow from the east side to the west side, which is a contributing cause to lower pressures in the southwest quadrant of the City. It also reduces the redundancy to that area. However, now that repair technologies have improved and cheapened, repairs can be made via CIPP (cure-in-place-piping) or directional boring without having to rip up Southfield Road. The estimated cost of this project to repair the break under Southfield Road is \$150,000.


The total cost of these repairs is \$687,500. This is a little more than the \$675,000 we have left in bond funds. However, the Year 3 project estimates are conservative and there is a fairly good chance that extra surplus funds will again materialize, especially with respect to gate valves work. If this does not occur, then this small overage can be easily absorbed by the \$1.9M that was allocated for the three-year bond project, but was not spent and returned to the Water and Sewer Fund.

Therefore, the Infrastructure Study Group recommends that the San Diego and Lincoln water main projects be added to the final year (2023) of the Capital Improvement Project to improve flow, pressure, and redundancy to those areas of the City.

This recommendation is made by the following voting members of the Infrastructure Committee:



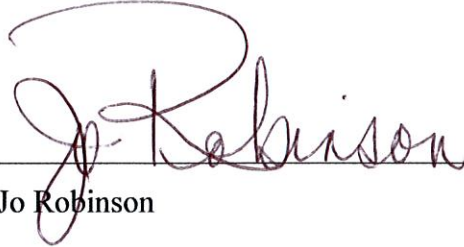
Bruce Kantor, Committee Chair
Mayor Pro Tem



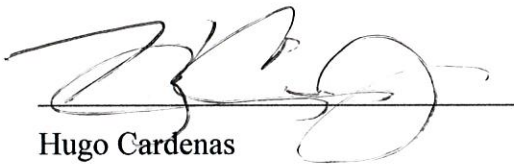
Michael Griffin



Mike Keenan



Jo Robinson



Hugo Cardenas

SOCRRA
Regular Meeting – January 11, 2023
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Chair Recognized Visitors –	13367
Agenda Approved as Submitted –	13368
<u>APPROVAL OF CONSENT AGENDA</u>	13369
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Warrant No. RA – 841 – Approved –	
Information Reports – Received and Filed –	
<u>ADMINISTRATIVE REPORTS</u>	
Operations Update – Received and Filed –	13370
Contractor Rates 2023/24 – Received and Filed –	13371
Winter Yard Waste – Received and Filed –	13372
SOCRRA Rate Projection 2023/24 – Received and Filed –	13373
Part 115 Revisions and Landfill Surcharge – Received and Filed –	13374
Adjourned –	13375

SOCRRA
REGULAR MEETING MINUTES

Wednesday, January 11, 2023– Berkley Parks and Recreation

The meeting was called to order at 9:30 a.m. by Mr. Chris Wilson, Chair

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Mark Pollock	4	Berkley
Jeff Campbell	3	Beverly Hills
Tom Markus	6	Birmingham
Ryan McDonald (Alternate)	3	Clawson
Dan Antosik	5	Ferndale
Andy LeCureaux	4	Hazel Park
Chris Wilson	2	Huntington Woods
Susan Montenegro	1	Lathrup Village
Dave DeCoster	5	Oak Park
Jim Breuckman	1	Pleasant Ridge
Aaron Filipski	14	Royal Oak
Kurt Bovensiep	<u>15</u>	Troy
 Total	 63	

<u>Absent</u>	<u>Votes</u>	<u>Municipality</u>
None		

Also Present

Jeff McKeen, General Manager
Robert Jackovich, Operations Manager
Colette Farris, Organizational Development Manager
Robert Davis, General Counsel
Neil Johnston, Beverly Hills
Chantell LaForest, Waste Management

-13367-

The Chair recognized visitors and called for public comment. Chantell LaForest introduced herself as the new area manager for Waste Management. The Chair closed the public comment segment.

-13368-

Motion by Ms. S. Montenegro, supported by Mr. A. LeCureaux:

That the Agenda be approved as submitted.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)

Nays: None

Absent: None

Motion carried.

-13369-

APPROVAL OF CONSENT AGENDA

Motion by Mr. K. Bovensiep, supported by Mr. A. Filipski:

That the Consent Agenda be approved.

APPROVAL OF MEETING MINUTES

That the minutes of the Regular Meeting of December 14, 2022 be approved as submitted.

APPROVAL OF WARRANT – NO. RA-841

That Warrant RA-841 in the amount of \$2,709,544.75 be approved and payments authorized.

INFORMATION REPORTS

That the monthly information reports be received and filed.

ROLL CALL VOTE

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)

Nays: None

Absent: None

Motion carried.

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SOCRRA Minutes
January 11, 2023

6858.

-13370-

Motion by Mr. A. LeCureaux, supported by Ms. S. Montenegro:

That the report on Operations Update be received and filed.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
Nays: None
Absent: None

Motion carried.

-13371-

Motion by Mr. J. Breuckman, supported by Mr. A. Filipski:

That the report on Contractor Rates for 2023/24 be received and filed.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
Nays: None
Absent: None

Motion carried.

-13372-

Motion by Mr. M. Pollock, supported by Ms. S. Montenegro:

That the report on Winter Yard Waste be received and filed.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
Nays: None
Absent: None

Motion carried.

-13373-

Motion by Mr. A. LeCureaux, supported by Mr. K. Bovensiep:

That the report on SOCRRA Rate Projection for 2023/24 be received and filed.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)

Nays: None

Absent: None

Motion carried.

-13374-

Motion by Mr. A. LeCureaux, supported by Mr. M. Pollock:

That the report on Part 115 Revisions and Landfill Tip Fee Surcharge be received and filed.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)

Nays: None

Absent: None

Motion carried.

Mr. Markus requested that the staff and the Advisory Committee develop a succession plan for SOCRRA management.

-13375-

Motion by Ms. S. Montenegro, supported by Mr. A. LeCureaux:

That the meeting be adjourned.

Yeas: Pollock, Campbell, Markus, McDonald, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)

Nays: None

Absent: None

Motion carried.

The Chair ordered the meeting adjourned at 10:17 a.m.

APPROVED: _____
 Chair

 Secretary

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
Regular Meeting – January 11, 2023
Table of Contents

Agenda Approved as Submitted –	1133
<u>MINUTES</u>	
Meeting Minutes – Regular Meeting – December 14, 2022 – Approved –	11331
<u>WARRANTS</u>	
Warrant No. WA-849 – Approved –	11332
<u>ADMINISTRATIVE REPORTS</u>	
GLWA Rate Process 2023/24 – Received and Filed –	11333
SOCWA Sales Rate 2023/24 – Received and Filed –	11334
GLWA Issues – Received and Filed –	11335
12 Mile Main Damage Cost Recovery – Received and Filed –	11336
Purchase of Three Singer Pressure Reducing Valves – Approved –	11337
Meeting Adjourned –	11338

MINUTES OF THE REGULAR MEETING
OF THE
SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

Wednesday, January 11, 2023– Berkley Parks and Recreation

The meeting was called to order at 8:30 a.m. by Mr. James Breuckman, Chair.

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Shawn Young	2	Berkley
Jeff Campbell	1	Beverly Hills
Kurt Jones	1	Bingham Farms
Melissa Coatta	4	Birmingham
Ryan McDonald (Alternate)	1	Clawson
Rocco Fortura	1	Huntington Woods
Susan Montenegro	1	Lathrup Village
James Breuckman	1	Pleasant Ridge
Aaron Filipski	9	Royal Oak
*Patrick Ryan	15	Southfield
Jeff Campbell	<u>1</u>	Southfield Twp.
 TOTAL	 37	

Absent
None

Mr. Patrick Ryan, representative for Southfield (15 votes), arrived at 8:35 a.m.

Also Present

Jeff McKeen, General Manager
Robert Jackovich, Operations Manager
Colette Farris, Organizational Development Manager
Robert Davis, General Counsel
Neil Johnston, Beverly Hills

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Water Authority Minutes

January 11, 2023

5886.

-11330-

Motion by Mr. J. Campbell, supported by Mr. A. Filipski:

That the agenda be approved as submitted.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman,
Filipski, Campbell (22 votes)

Nays: None

Absent: Ryan (15 votes)

Motion Carried.

-11331-

Motion by Ms. S. Montenegro, supported by Ms. M. Coatta:

That the December 14, 2022 Regular Meeting minutes be approved as submitted.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman,
Filipski, Campbell (22 votes)

Nays: None

Absent: Ryan (15 votes)

Motion Carried.

-11332-

Motion by Mr. A. Filipski, supported by Mr. K. Jones:

That Warrant No. WA-849 in the amount of \$3,098,624.43 be approved and payments authorized.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman,
Filipski, Campbell (22 votes)

Nays: None

Absent: Ryan (15 votes)

Motion Carried.

-11333-

Motion by Mr. P. Ryan, supported by Ms. S. Montenegro:

That the report on the GLWA Rate Process for 2023/24 be received and filed.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

Nays: None

Absent: None

Motion Carried.

-11334-

Motion by Mr. A. Filipski, supported by Ms. M. Coatta:

That the report on SOCWA Sales Rate for 2023/24 be received and filed.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

Nays: None

Absent: None

Motion Carried.

-11335-

Motion by Mr. P. Ryan, supported by Mr. A. Filipski:

That the report on GLWA Issues be received and filed.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

Nays: None

Absent: None

Motion Carried.

-11336-

Motion by Mr. P. Ryan, supported by Mr. K. Jones:

That the report on the 12 Mile Main Damage Cost Recovery be received and filed.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

Nays: None

Absent: None

Motion Carried.

-11337-

Motion by Mr. A. Filipski, supported by Ms. S. Montenegro:

That the Board authorizes the purchase of three Singer PRVs from Kennedy Industries at a cost of \$51,700.

ROLL CALL VOTE

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

Nays: None

Absent: None

Motion Carried.

-11338-

Motion by Mr. J. Campbell, supported by Mr. P. Ryan:

That the meeting be adjourned.

Yeas: Young, Campbell, Jones, Coatta, McDonald, Fortura, Montenegro, Breuckman, Filipski, Ryan, Campbell (37 votes)

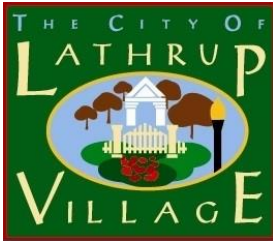
Nays: None

Absent: None

The meeting was adjourned at 9:02 a.m.

APPROVED: _____
 Chair

 Secretary

**Susan Montenegro****City Administrator**

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:**TO:** Mayor Garrett and City Council Members**FROM:** Susan Montenegro, City Administrator**DATE:** March 6, 2023**RE:** Communications Plan

A Communications Plan defines the strategy used to disseminate information quickly and establish a clearly defined method that is easy to follow. Mayor Garret has asked to have this added to the agenda going forward until an effective communications plan is developed.

To start the discussion, I've attached an example of a communication strategy chart from the City of Hudsonville. The chart outlines various events, level of urgency, audience, and identifies who is responsible for forwarding those communications. While this is a starting point, it does offer some help in determining the flow of communication.










CITY OF HUDSONVILLE COMMUNICATION STRATEGY

Item 14A.

Adopted by City Commission: September 8, 2020

FACILITIES

Closures, cancellations, hour changes

EVENT	LEVEL	AUDIENCE	OWNER	COMMUNICATION METHOD											
Occurrence that necessitates city communication	Urgency of communication	Who will receive the communication	Who creates content, handles questions, and makes statements	How is the message communicated and who is responsible for delivery of the message											
															
				SOCIAL	WEB	NEWS-LETTER	LED SIGN	PRESS RELEASE	E-BLAST	HAND DELIVER	INTERNAL CALL/ EMAIL	EXTERNAL CALL/ EMAIL	PRESS CONF	SIREN	
City Hall	3	C - R - S	○	●	●		●			●	○				
DPW	3	C - S	●								●				
Library	3	C - R - S	●	●	●	●	●			●	●				
Parks	3	C - R - S	●	●	●	●				●	●				
Terra Square	3	C - R - S	○	○	○	○	●			●	○	○			

CITY SERVICES

PSAs, service changes/reminders of infrequent services

Assessing/Taxes	3	R - S	●	●	●	●	●				●			
Elections	3	R - S	○	●	●	○	●				○			
Leaf drop	3	R - S	●	●	●	●	●		●					
Library	3	R - S	●	●	●	●			●					
Sewer	3	R - S	●	●							●			
Snow plowing	3	R - S	●	●	●	●			●		●			
Storm debris pick up	3	R - S	●	●	●				●		●			
Utility billing	3	R - S	●	●	●	●			●		●			
Water	3	R - S	●	●	●	●			●		●			

CRIME

Public Threat (Active shooter, bomb threat, etc)	1	C - R - S	●					●	●		○		●	
Significant Felony (Armed robbery, homicide, etc)	1	C - S	●								○			
Missing Person	1	C - R - S	●	●					●		○			

PUBLIC EMERGENCY

Hazardous material spill impacting public domain	1	C - R - S	●	●	●				●		●	●		●
Sewer spill into waterway	1	C - R - S	●	●	●				●		●	●		
Significant structure fire	2	C - S	●								○			
Significant train accident	1	C - S	●	●							○			
Activation of Emergency Operations Center	2	C - S	●	●							○			

INFRASTRUCTURE

Road Closure (Traffic Incident)	1	R - S	●									●		
Road Closure (Construction)	3	R - S	●	●	●				●		●			
Upcoming Road Work	3	R - S	●	●	●	●			●		●			
Sewer Backup	1	A - I - R - S	●	●	●				●	●	●	●		
Watermain Break	1	R - S	●	●					●	●	●	●		
Boil Water Alert	1	R - S	●	●						●	●			

PUBLIC CONCERN OR INCIDENT

Significant Public Complaint	3	A - C - S	○								○	○		
Protest/Gathering	1	C - S	●	●							○			
Injury/Crime on Public Property	2	A - C - I	●								○	●	○	
Threat of legal action	3	A - C - I	○								○	●	○	

WEATHER

Severe Thunderstorm Warning	1	S	●								●			
Tornado Watch	1	S	●								●			
Tornado Warning	1	R - S	●								●			●
Winter Storm Warning	1	S	●								●			

LEGEND				PRIME DIRECTIVE ON COMMUNICATION	
○ CITY MANAGER	● LIBRARY	A CITY ATTORNEY	1 High level of urgency: requires immediate communication.	All communication should be clear, concise, and factual, and should answer the following: <ul style="list-style-type: none"> What: Describe what happened or will happen Who: Describe who is impacted and who will be addressing the issue Where: Detail the location or affected area When: When the event will or did happen and length of impact Why: Explain the factual reason for the event How: Describe next steps and action items 	
○ CLERK	● MARKETING	C CITY COMMISSION			
● DPW	● MAYOR	I INSURANCE PROVIDER			
● EMERG OPERATIONS	● OC SHERIFF'S OFFICE	R AFFECTED RESIDENTS	2 Moderate level of urgency: requires communication within 24 hours.		
● FINANCE/ASSESSING	● PLANNING/ZONING	S AFFECTED STAFF	3 Low level of urgency: communication as needed.		
● FIRE	○ TERRA SQUARE	CM City Manager			