



# City Council Regular Meeting Agenda

Monday, August 16, 2021 at 7:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

## ZOOM REMOTE MEETING INFORMATION

**Webinar ID:** 859 7817 9873

**Password:** 634693

**CLICK HERE:** [Online Link](#)

<https://us06web.zoom.us/j/85978179873?pwd=cmRQV0p1UkJmMW9jbIJDMWw4MUwrdz09>

**Telephone:** 646.558.8656 or 312.626.6799

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

*In accordance with Emergency Orders issued by the Michigan Department of Health and Human Services, Oakland County, local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting electronically using [www.Zoom.us](http://www.Zoom.us) for videoconference and public access.*

1. **Call to Order** by Mayor Garrett *(in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).*
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Presentations**
  - A. Main Street Oakland County
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
7. **Disbursement Report**
8. **Department Reports**
  - [A.](#) Recreation Department Report
  - [B.](#) Building Department Reports - Code Enforcement & Permits Issued

- [C.](#) Police Department Reports - July 2021
  - [D.](#) Code Enforcement August 2021 Report
  - [E.](#) Community & Economic Development Report
  - [F.](#) City Clerk / Elections Report
9. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)
10. **Public Hearings**
- [A.](#) Public Hearing - Cambridge Boulevard Special Assessment District
11. **Action Requests - For Consideration / Approval**
- [A.](#) Resolution to Certify Special Assessment Roll for Cambridge Ditch Program
  - [B.](#) MML – Meadowbrook Liability & Property Pool Renewal Proposal
  - [C.](#) Certificate Regarding the Insufficiency of the “Petition of the Residents of Lathrup Village
  - [D.](#) Approval of Tree Management Program and Funding
12. **City Administrator Report**
- [A.](#) City Administrator Report
13. **City Attorney Report**
14. **Reports of Boards, Commissions, and Committees**
- [A.](#) Charter Amendment - Governor Whitmer's Approval of Proposed Amendment
15. **Unfinished / New Business**
16. **Public Comment**
17. **Mayor and Council Comments**
18. **Adjourn**



# PARKS & RECREATION DEPARTMENT

## AUGUST 2021

### Events

Our weekly concert series, which ends tomorrow, has drawn thousands of participants. It is probably the best opportunity to consistently bring in visitors to Lathrup Village and more effort should be dedicated to finding ways to educate the folks who come about all that LV has to offer.

Bark in the Park went really well on the reschedule date and I hope it will become an annual tradition. It was well-received by visitors, vendors and sponsors.

Weekly planning meetings continue for Back2School Rally, some concern over covid.

### Classes/Programs

Most of our instructors indicated they are not able to teach this Fall. That left us with very little programming. A couple of the community orgs will host workshops and I'm working on Wellness Wednesday programming. Unfortunately, we have no fitness or dance classes due to instructors dropping out.

### Parks

Dorothy Warren park has made a big transformation this summer and Municipal Park is holding up well. The others are losing the war against weeds. I am planning a cleanup of Goldengate Park before I go, which will hopefully make a big impact.

### Rentals

Our weekends are fully booked several weeks out for indoor and outdoor events. Interest seems to have recovered to pre-Pandemic levels.

### Projects

There are no parks & recreation capital improvement projects for the 2021-22 fiscal year.

### Upcoming & Requests for Help

In the coming months, extra care will be needed to transition the parks into the winter season and make sure the events are well-attended.

# FACILITY & SAFETY

## AUGUST 2021

### Building

All major building systems are currently functioning as normal.

Denny's came back out to repair the air conditioning in the Community Room. The electrician completed replacing the lobby lights which were damaged from the brown out. They were under warranty.

First generator quote came in. Seeking additional quotes.

### Contractors

Building contractor needs updated contract. New timesheet template is working well.

### Grounds

Parking lot could use another cleanup. No major problems with grounds.

### Projects

No progress on basement humidity project.

### On-Going Issues

Issues with basement moisture effecting floors and walls.  
Roof leak in kitchen.  
Kitchen exhaust fan needs repair.  
Challenges with installing new soap dispenser in first floor ladies room.

### Safety

No new issues to report.

# **Enforcements By Category**

08/11/21

Item 8B.

## **DOWNSPOUT EXT.**

Enforcement Number	Address	Status	Filed	Closed
18570 BUNGALOW DR		VIOLATION	07/13/21	
7/13/2021 Gutters are in need of repair, and need your attention.				
<b>Total Downspout Ext. Entries:</b>				<b>1</b>

## **DUMPSTER ENCLOSURE**

Enforcement Number	Address	Status	Filed	Closed
26820 SOUTHFIELD RD		VIOLATION	07/09/21	
7/1/2021 dumpster enclosure needs your attention, garbage and boxes on the ground.				
<b>Total Dumpster Enclosure Entries:</b>				<b>1</b>

## **OTHER**

Enforcement Number	Address	Status	Filed	Closed
28731 SOMERSET PL		Complaint Recieved	07/27/21	
7/27/2021 a big tree broke and damaged the fence and the electric wire, knocked all power to that area.				
28625 ELDORADO PL		No Cause for Action	07/27/21	
7/27/2021 Lori Oreiley called in made a complaint on her nieghbor regarding a tree branch that fell on the roof of the garage, ar				
<b>Total Other Entries:</b>				<b>2</b>

## **PROPERTY MAINTENANCE**

Enforcement Number	Address	Status	Filed	Closed
28000 SOUTHFIELD RD		VIOLATION	07/14/21	
7/14/2021 Branches hanging low need trimming, and trim weeds in the rear and around property.				
28200 SOUTHFIELD RD		VIOLATION	07/14/21	
7/14/2021 The rear of the property need your attention, tree trimming, weed control, and the parking block put into place, and d				
28250 SOUTHFIELD RD		VIOLATION	07/14/21	
7/14/2021 The bushes and trees need your attention in rear property line.				
27435 SOUTHFIELD RD		VIOLATION	07/14/21	
7/14/2021 Trim trees and bushes away from alley way (wall).				
27445 SOUTHFIELD RD		VIOLATION	07/14/21	
7/14/2021 Trim tree branches away from alley way.				

## Enforcements By Category

08/11/21

Item 8B.

28820 SOUTHFIELD RD	VIOLATION	07/14/21
7/14/2021 Bushes in the alley way needs trimming and dumpster enclosure need your attention. EMAILED CHRISTINA, Ram		
26440 SOUTHFIELD RD	VIOLATION	07/14/21
7/14/2021 trim all trees and bushes 1' to 3' away from asphalt.		
26441 SOUTHFIELD RD	VIOLATION	07/15/21
7/15/2021 Tree's growing alongside ob the building (side, and rear). Must cut down trees before ruining the foundation of the b		
26333 SOUTHFIELD RD	VIOLATION	07/15/21
7/14/2021 Tree's growing alongside property must cut down. ditch area needs to be cleaned and culvert open from debris.		
27215 GOLDENGATE W DR	VIOLATION	07/27/21
7/27/2021 According to city ordinance states all bushes, trees, and hedges must be maintained trim tree branches 8 feet above si		
18185 WILTSHIRE BLVD	VIOLATION	07/28/21
7/27/2021 The property is in violation of our sanitation code,		
26760 LATHRUP BLVD	VIOLATION	07/13/21
7/13/2021 Your property is in need of your attention, grass needs to be cut, and trees need to be trimmed.		
27561 CALIFORNIA SE DR	VIOLATION	07/30/21
7/5/2021 hedges needs to be trimmed.hedges are trimmed, but needs more trimming. spoke with Sabrina stated, she will cut m		

**Total Property Maintenance Entries: 13**

### SANITATION

Enforcement Number	Address	Status	Filed	Closed
27841 RAINBOW CIR		VIOLATION	07/02/21	
7/2/2021 There are phragmites growning in the backyard, which is an invasive species in the state of Michigan must remove fr				

**Total SANITATION Entries: 1**

### SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
26606 SOUTHFIELD		VIOLATION	07/06/21	
7/6/2021 According to Lathrup Village sign ordinance you are in violation. Please remove sign and can only cover 10% of the				

**Total Sign Violation Entries: 1**

### TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
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## **Enforcements By Category**

08/11/21

Item 8B.

18740 LACROSSE AVE	VIOLATION	07/07/21
7/7/2021 Tall grass property is not maintained.7/27/2021 the property is put on the cut list with Excell. Frank is still in the hosp		
28035 SOUTHFIELD RD	VIOLATION	07/23/21
7/23/2021 Tall weeds, and grass must be removed from the corridor.		

**Total Tall Grass/ Weeds Entries: 2**

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**Total Records: 21**

Enforcement.CodeOfficer = RAMI  
SWEIDAN AND  
Enforcement.DateFiled Between  
7/1/2021 12:00:00 AM AND  
7/31/2021 11:59:59 PM

Total Pages3

# Monthly Permit List

08/11/2021

Item 8B.

## Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PB210056	05/21/2021	MASSON, CHRISTOPHER W	18625 CAMBRIDGE BLVD	40-24-14-456-003	\$215.00	\$0
<b>Work Description:</b> Strip & re-shingle house & garage						
PB210068	06/22/2021	BUSTO, JONATAN MARTINEZ	28511 LATHRUP BLVD	40-24-13-107-016	\$2,223.00	\$0
<b>Work Description:</b> Addition which includes basement first and second fl and new kitchen and master bed Covered porch removed from plans						
PB210070	06/25/2021	HARRIS, TIARA M	18450 LINCOLN DR	40-24-23-257-037	\$480.00	\$0
<b>Work Description:</b> 122 ft interior waterproofing and 1 sump pump						
PB210074	07/08/2021	SCHAEFER, JAMES M	18755 WILTSHIRE BLVD	40-24-14-251-004	\$471.00	\$0
<b>Work Description:</b> tear off and re-roof house and garage						
PB210075	07/12/2021	SURNOW CO	26710 SOUTHFIELD RD	40-24-24-103-032	\$1,088.50	\$0
<b>Work Description:</b> CHANGING USE TO SALON						
PB210076	07/15/2021	WILLIAMS, BRIAN K	18436 ROSELAND BLVD	40-24-14-226-046	\$250.00	\$0
<b>Work Description:</b> 34' Interior waterproofing, 1 sump pump 1 outlet						
PB210077	07/15/2021	DUNIVANT, JOHN	27745 RACKHAM DR	40-24-14-327-009	\$190.00	\$0
<b>Work Description:</b> Pool Install						
PB210078	07/15/2021	HARVARD, ALEXIS	17531 RAMSGATE DR	40-24-24-104-020	\$522.00	\$0
<b>Work Description:</b> tear off and re-roof house and garage demo/rebuild chimney from roofline install new brick, mortar, flu liner, cap & washcollar remove/replace all gutters and downspouts install leafless pro leaf protection						
PB210079	07/16/2021	G & A REAL ESTATE INVESTC	28851 SOUTHFIELD RD	40-24-14-230-017	\$230.00	\$0

**Work Description:** Interior renovatoin to existing tenant space.  
All Pumbing, Electrical, Mechanical and fire suppression permits must be obtained

PB210080	07/20/2021	BROCKINGTON, FRANCES N	26836 LATHRUP BLVD	40-24-24-102-022	\$491.00	\$0
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**Work Description:** Tearoff siding and install new siding

PB210082	07/22/2021	WEEKS, KENNETH	18853 SAN DIEGO BLVD	40-24-14-451-001	\$245.00	\$0
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**Work Description:** Strip & Reshingle the roof

PB210083	07/23/2021	ZELLIN, NANCY A	27791 LATHRUP BLVD	40-24-13-304-015	\$424.00	\$0
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**Work Description:** Tearoff and re roof garage and house

**Total Permits For Type: 12**  
**Total Fees For Type: \$6,829.50**  
**Total Const. Value For Type: \$0**

## Electrical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PE210044	07/06/2021	PURNELL, RICARDO	17330 CORAL GABLES AVE	40-24-24-102-026	\$65.00	\$0
<b>Work Description:</b> AC RECONNECT						
PE210045	07/12/2021	DORTCH SR, WILLIAM K	27745 LATHRUP BLVD	40-24-13-304-018	\$95.00	\$0
<b>Work Description:</b> AC AND FURNACE INSTALL						
PE210049	07/15/2021	WILLIAMS, BRIAN K	18436 ROSELAND BLVD	40-24-14-226-046	\$57.00	\$0
<b>Work Description:</b>						
PE210051	07/16/2021	BAKEMAN, PAUL W	27416 GOLDENGATE W DR	40-24-14-477-002	\$190.00	\$0
<b>Work Description:</b>						
PE210052	07/20/2021	G & A REAL ESTATE INVESTC	28871 SOUTHFIELD	40-24-14-230-017	\$82.00	\$0
<b>Work Description:</b> Sign Connection						
PE210053	07/21/2021	SOUSANIS, CONSTANTINE	27623 RACKHAM DR	40-24-14-330-006	\$75.00	\$0

**Total Permits For Type: 6**  
**Total Fees For Type: \$564.00**  
**Total Const. Value For Type: \$0**

## EXTRA CEMENT PERMIT

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PEXC-014-21	07/07/2021	HADDEN, JAMES	18846 RAINBOW DR	40-24-23-204-008	\$90.00	\$0

**Work Description:** sidewalk and approach

**Total Permits For Type: 1**  
**Total Fees For Type: \$90.00**  
**Total Const. Value For Type: \$0**

## Fence

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PF210016	05/04/2021	KANTOR, BRUCE A	18129 SUNNYBROOK AVE	40-24-14-484-006	\$65.00	\$0

**Work Description:** 6' ft vinyl

PF210022	06/04/2021	SHERMEYER, PAMELA A	28220 LATHRUP BLVD	40-24-13-154-003	\$65.00	\$0
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**Work Description:** 6' wood

PF210025	07/28/2021	FUERST, ROBERT S	27220 SANTA BARBARA DR	40-24-14-453-008	\$65.00	\$0
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**Work Description:** Vinyl Fence on corner lot

**Total Permits For Type: 3**  
**Total Fees For Type: \$195.00**



**Total Const. Value For Type: \$0**

Item 8B.

## Mechanical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
PM210044	07/06/2021	KENDRICK, ALTON	18461 SANTA ANN AVE	40-24-23-257-053	\$65.00	\$0
<b>Work Description:</b> Water hater replacement-50 gallon						
PM210045	07/06/2021	PURNELL, RICARDO	17330 CORAL GABLES AVE	40-24-24-102-026	\$80.00	\$0
<b>Work Description:</b> AC replacement-3 ton/13 SEER						
PM210046	07/12/2021	DORTCH SR, WILLIAM K	27745 LATHRUP BLVD	40-24-13-304-018	\$150.00	\$0
<b>Work Description:</b> FURNACE AND HOT WATER						
PM210048	07/14/2021	VANDERWERP, MARK	19051 SARATOGA BLVD	40-24-14-331-004	\$140.00	\$0
<b>Work Description:</b> Furnace/AC						
PM210050	07/16/2021	BAKEMAN, PAUL W	27416 GOLDENGATE W DR	40-24-14-477-002	\$90.00	\$0
<b>Work Description:</b>						
PM210051	07/21/2021	ENDRES, JOANNE	27605 CALIFORNIA SW DR	40-24-14-476-025	\$105.00	\$0
<b>Work Description:</b> Water heater replacement						
PM210052	07/21/2021	SOUSANIS, CONSTANTINE	27623 RACKHAM DR	40-24-14-330-006	\$165.00	\$0
<b>Work Description:</b>						

**Total Permits For Type: 7**

**Total Fees For Type: \$795.00**

**Total Const. Value For Type: \$0**

## Plumbing

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
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PP210060	07/06/2021	HOWARD, EUGENE	18795 LACROSSE AVE	40-24-14-205-002	\$70.00	\$0	Item 8B.
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**Work Description:** installing water powered back up sump pump and backflow device

PP210061	07/06/2021	Jefferson Wiggins	26079 SOUTHFIELD RD	40-24-23-280-059	\$320.00	\$0
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**Work Description:** Plumbing new rehab business

PP210063	07/07/2021	ALEXANDER, SHERYL HEADI	27720 RAINBOW CIR	40-24-14-327-004	\$55.00	\$0
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**Work Description:**

PP210064	07/15/2021	WILLIAMS, BRIAN K	18436 ROSELAND BLVD	40-24-14-226-046	\$70.00	\$0
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**Work Description:** sump pump install

PP210066	07/20/2021	SURNOW CO	26780 SOUTHFIELD RD	40-24-24-103-032	\$140.00	\$0
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**Work Description:**

**Total Permits For Type: 5**  
**Total Fees For Type: \$655.00**  
**Total Const. Value For Type: \$0**

**Sign**

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const. Value
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PS210007	07/20/2021	G & A REAL ESTATE INVESTC	28871 SOUTHFIELD	40-24-14-230-017	\$240.00	\$0
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**Work Description:** Wall Sign

**Total Permits For Type: 1**  
**Total Fees For Type: \$240.00**  
**Total Const. Value For Type: \$0**

**Report Summary**

Permit.DateIssued Between  
7/1/2021 12:00:00 AM AND  
7/31/2021 11:59:59 PM AND  
Permit.Status = ISSUED

Item 8B.

**Grand Total Fees: \$9,368.50**

**Grand Total Permits: 35**

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

## 2021 ACTIVITY TOTALS

Item 8C.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	YTD
SGT. TACKETT	113	92	67	64	68	22	13						439
UPSHAW	24	21	39	37	26	25	37						209
BECKER	84	68	53	75	38	71	64						453
ROBERTS	128	65	137	168	116	139	57						810
CARMACK	351	305	332	323	256	168	131						1866
HUSTON	85	129	135	80	80	16	27						552
HUTSON					14	131	164						309
GIJSBERS						53	107						160
LAWRENCE	30	83	166	87	131	83	110						690
BUTTON	39	63	54	47	68	110	27						408
LASK	48	54	53	55	69	48	16						343

## ALARM SUMMARY FOR JULY 2021

3 burglar alarms (C3902) (July 1 – July 31)  
22 false alarms (L5060) (July 1 – July 31)

All alarms were considered false or operator error of these alarms 15 were un-registered

11 commercial  
4 residential

5 commercial alarms had multiple alarms this month.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	15	33	30	28	2	20	53						181
Tackett warnings	11	0	1	5	0	7	12						
UPSHAW	13	8	11	8	3	1	1						45
Upshaw warnings	1	1	2	1	0	0	0						
BECKER	75	60	51	58	12	5	5						266
Becker warnings	3	2	0	0	0	0	0						
ROBERTS	22	20	18	29	15	18	7						129
Roberts warnings	24	4	4	12	7	7	2						
CARMACK	30	42	28	43	27	32	55						257
Carmack warnings	12	9	10	11	12	8	18						
HUSTON	29	9	6	14	1	22	19						100
Huston warnings	3	5	0	1	1	7	4						
HUTSON					1	37	49						87
Hutson warnings					1	13	19						
GIJSBERS						23	57						80
Gijsbers warnings						9	12						
LAWRENCE	5	12	15	5	23	6	13						79
Lawrence warnings	1	1	0	0	3	0	0						
BUTTON	6	17	14	10	13	21	5						86
Button warnings	3	8	5	3	8	16	3						
LASK	10	23	12	10	15	8	1						79
Lask warnings	10	0	1	3	5	2	0						

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DATE	EVENT	WHO PARTICIPATED	ACTIONS
7/15/2021	Clemis Advisory Board	McKee	
7/14/2021	concert in the park	Zang/Reserves	attended concert for parking and crowd control
7/21/2021	concert in the park	Zang/Reserves	attended concert for parking and crowd control
7/26/2021	City Council meeting	McKee/Zang/Knoll	attended meeting regarding
7/28/2021	concert in the park	McKee/Zang/Knoll/Reserves	attended concert for parking and crowd control
7/29/2021	Rock Upshaw retirement party	McKee/Knoll	made arrangements for Rock's retirement party
7/31/2021	bike rodeo	Carmack/Hodges	bike rodeo for bike safety in cooperation with Southfield PD for kids
7/31/2021	Bark in the Park	Reserve Sgt Hodges	assisted the Rec Department with Bark in the Park
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	various members	Mrs. Egan recently had a stroke so in addition to weekly phone calls, she has needed 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

## **City of Lathrup Village Police Department - Monthly Activity Summary**

### **July 2021**

07/01/2021 21-5809 DWLS Arrest

An Officer initiated a traffic stop for an equipment violation. After an investigation, it was determined that the driver had a suspended license. She was cited for the same and the vehicle was impounded.

07/01/2021 21-5815 Hospice Death

An Officer was dispatched to a residence where an 85-year-old male hospice patient was found deceased by family. The necessary paperwork and notification were completed.

07/01/2021 21-5818 Solicitor Complaint

Officers spoke to a subject who was soliciting for money in the City. The subject had been warned multiple times previously that he needed to obtain a permit in order to solicit in the City. No action was taken.

07/02/2021 21-5834 Accidental Property Damage

A resident had her vehicle window damaged from a rock which was thrown from a lawnmower. The incident was documented for her insurance claim.

07/03/2021 21-5861 Hospice Death

An Officer was dispatched to a residence where a 74-year-old female hospice patient was found deceased by her hospice nurse. The necessary paperwork and notification were completed.



07/04/2021 21-5881 Larceny from Automobile

An Officer took a report from a resident that their vehicle was broken into. A work bag containing miscellaneous items was taken. No leads were developed, but the case was documented.

07/05/2021 21-5926 Juvenile Complaint

An Officer stopped a vehicle for a traffic violation and discovered that the driver was 14 years old. The driver's mother was called to the scene and the child was released to her. A petition was sent to Oakland County for the juvenile offense.

07/06/2021 21-5929 Family Trouble

Officer responded to a report of a family trouble where a boyfriend and girlfriend were having an altercation in a driveway. Officers responded and determined the incident to be verbal only. It was documented.

07/06/202 21-5935 Credit Card Fraud

A resident made a report that a debit card of hers was used at a local banking institution. She was not in possession of the card. LVPD obtained video of the subject using the card from the bank, but it was not of good enough quality to identify the suspect.

07/06/2021 21-5955 Suspicious Circumstances

Officers were called to a residence where a subject stated that she believed someone was attempting to break into her bedroom window. After an investigation, Officer believed that the allegations were unfounded.

07/07/2021 21-5960 DWLS Arrest

An Officer initiated a traffic stop for an equipment violation. After an investigation, it was determined that the driver had a suspended license. She was cited for the same and the vehicle was impounded.

07/08/2021 21-5996 Misdemeanor Citation for No License

An Officer initiated a traffic stop for a stop sign violation. After an investigation it was determined that the driver had never acquired a driver's license. They were cited for the same and the vehicle was impounded.

07/08/2021 21-6001 Felonious Assault

Officers took a report from a City employee who was threatened at knifepoint while in the basement of a residence, checking a water meter. The victim, who was clearly identified as a city employee, had a large knife drawn on him and pointed at him until he left the residence after the suspect stated that she became suspicious. The victim later stated that he did not wish to pursue charges and the case was closed.

07/08/2021 21-6005 Customer Trouble

Officers were called to a local doctor's office where a relative of a patient was making sexual comments to other people in the lobby. Arguments became heated and threats were made. All subjects left the office and no police action was taken, but the incident was documented.

07/08/2021 21-6006 Suspicious Vehicle

Officers located an abandoned vehicle in a grassy area off of a major roadway. The vehicle was damaged and the keys were left on the floorboard. There was a strong odor of intoxicants coming from the vehicle. Officers were unable to contact the registered owner, so the vehicle was impounded.

07/09/2021 21-6019 Larceny from Automobile

An Officer took a report from a resident who had a firearm and a holster stolen from their vehicle.

07/09/2021 21-6022 Fraud

Officer took a report from a local bank where 2 subjects attempted to open accounts with fraudulent ID's and Social Security Cards. The subject fled the scene but left the fraudulent documents. The incident was documented and the bank is investigating.

07/09/2021 21-6023 Recovery of Stolen Vehicle

An Officer pulled near a suspicious vehicle parked in a local business parking lot. When the Officer approached, a subject exited the driver's seat and fled on foot. The Officer stayed with the vehicle as there was another subject inside. The vehicle was determined to be stolen. Physical evidence was collected from the vehicle and the other subject inside was questioned and released. The investigation is open.

07/09/2021 21-6029 MDOP

Officers responded to assist Southfield PD on a traffic accident which was later determined to be the jurisdiction of LVPD. The subject who was at fault ran from the scene and was run down and detained by SPD. It was determined that the subject was extremely intoxicated and it would not be possible to conduct sobriety tests. The subject continually screamed at Officers, including racial slurs and death threats. Once the subject was placed in the Patrol Unit, he kicked the back door and window causing damage. The subject was eventually taken to the hospital once a search warrant was secured, and a blood sample was obtained. Results are pending.

07/11/2021 21-6057 Civil Matter

A resident made a report that she had given a contractor money to do a job, but the contractor never returned to do the work. The worker was contacted by LVPD and after a conversation, promptly returned the money to the resident.

07/12/2021 21-6070 Larceny

A resident came into LVPD to report that her catalytic convertor was stolen off of her vehicle while it was parked in her driveway. This is the second time that this resident had this happen this year.

07/12/2021 21-6081 Family Trouble

Officers responded to reports of a family trouble between a resident, and her nephew. The nephew had left the scene prior to Officers' arrival. It was determined that no crime was committed, but the incident was documented.

07/14/2021 21-6108 OWI Arrest

An Officer initiated a traffic stop on a vehicle for a red-light violation and for a possible OWI Investigation. After contacting the driver, the Officer believed him to be intoxicated and began an investigation. The driver was subsequently arrest for OWI. He was processed at Berkley PD and held until sobor per protocol.

07/14/2021 21-6123 DWLS Arrest

An Officer initiated a traffic stop for a disobey traffic control device violation. After further investigation it was found that the driver had a suspended drivers license. She was issued a misdemeanor citation for DWLS and released on scene. The vehicle was impounded.

07/15/2021 21-6143 Larceny

Officers were dispatched to take a report of a package being stolen from a resident's front porch. A suspect was developed after a thorough investigation involving another agency and recently installed technology. The investigation is ongoing.

07/15/2021 21-6145 Family Trouble

Officers were called to a residence where a woman stated that her daughter's boyfriend had assaulted her. Due to the level of intoxication of the woman, her inconsistent story and a lack of physical evidence, no arrests were made. The report was documented.

07/16/2021 21-6155 DWLS Arrest

An Officer initiated a traffic stop for a speeding violation. After further investigation it was found that the driver had a suspended driver's license. He was issued a misdemeanor citation for DWLS and released on scene. The vehicle was released to a licensed driver on scene.

07/16/2021 21-6160 Suspicious Package

An Officer responded to a residence where a package was placed in a mailbox. There were no addresses on the outside, only religious quotes. The Officer took the package and opened it at the station. It was full of xerox copies of religious quotes and rants about Covid-19.

07/16/2021 21-6164 Family Trouble

Officers responded to a report of a domestic violence situation. They arrived and spoke to the caller and her nephew. The incident had occurred between her nephew and his girlfriend. There was evidence of an assault, but the nephew would not give Officers any information, therefore no action was taken.

07/17/2021 21-6193 Larceny from Automobile

A citizen reported that while she was inside a local restaurant picking up her carry out, her unlocked vehicle was broken into and her firearm was stolen out of the center console.

07/19/2021 21-6226 Threats and Harassment

An Officer took a report from a bank employee who was threatened by the husband of an upset customer. The customer had an argument with the employee earlier in the day. When she returned home and told her husband, he returned to the bank and threatened the employee.

07/19/2021 21-6230 DWLS Arrest

An Officer initiated a traffic stop for a disobey traffic control device violation. After further investigation it was found that the driver had a suspended driver's license. He was issued a misdemeanor citation for DWLS and released on scene. The vehicle was impounded.

7/19/2021 21-6232 Assist other LE Department

Officers were called to assist in stopping a stolen vehicle being followed by an SPD under cover unit. As LV Officers approached, an SPD unit attempted to ram the stolen vehicle when it started to flee. The SPD unit missed and crashed into a wall. Two other SPD units rammed the stolen vehicle unit it stopped. The occupants were removed and placed into custody with the help of LV units. Inside the vehicle was a loaded assault rifle and a handgun.

07/20/2021 21-6258 Larceny from Automobile

A resident came into LVPD to report that his firearm was stolen out of his vehicle while it was parked in his driveway. The vehicle was unlocked. There are no suspects in the case.

07/20/2021 21-6265 DWLS Arrest

An Officer initiated a traffic stop on a vehicle with no license plate. After an investigation, it was determined that the driver had a suspended license. He was cited for the same and released on scene.

07/21/2021 21-6281 Property Damage

An Officer located a City light pole which appeared to have been hit by a vehicle and damaged. A report was made and maintenance was advised.

07/22/2021 21-6322 DWLS Arrest

An Officer initiated a traffic stop for an equipment violation. After an investigation, it was determined that the driver had a suspended license. She was cited for the same and the vehicle was impounded.

07/24/2021 21-6373 OWI Arrest

Officers came upon a vehicle which ran off the roadway and into the ditch. After contacting the driver, it was determined that he was intoxicated and sobrieties were performed. The driver was subsequently arrested for OWI.

07/25/2021 21-6413 Assist other LE Department

SPD chased a stolen vehicle, which fled into the side streets of LV and crashed into a resident's fence at a dead-end street. The driver then fled on foot and was chased down and caught. LV Officers just assisted SPD Officers and wrote a crash report which occurred in LV.

07/26/2021 21-6425 Fraud

A resident reported that for the past 12 months, someone unknown to him has been withdrawing money from his account, consistently. After an investigation, the suspect was identified and it was determined that the money was being withdrawn by her and sent to a property management company, to pay her rent where she lives at. The investigation is ongoing.

07/26/2021 21-6439 Possession of a Stolen Vehicle

An Officer stopped a vehicle after determining that it was stolen by running its license plate. The driver was arrested for DWLS and possession of a stolen vehicle. After a further investigation the vehicle was found to be a failed to return borrowed from a rental agency. That charge was eventually dropped by the Oakland County Prosecutors Office. The driver was turned over to Farmington PD for a felony warrant.

07/27/2021 21-6458 Hit and Run Private Property Accident

Officers took a report of a private property accident where one driver fled the scene. The driver who fled was able to be identified and Officers are attempted to contact him with negative results. A citation for leaving the scene of an accident was sent via certified mail to the suspect.

07/27/2021 21-6464 OWI Arrest

Officer responded to a report from an SPD Officer who witnessed a head on collision in LV. Upon further investigation, there were no injuries, and the at-fault driver seemed to be intoxicated. After an investigation was conducted, he was subsequently arrest for OWI.

07/28/2021 21-6478 Suspicious Circumstances

Officers were dispatched to a Burglary Alarm, while enroute, the Officers were advised that the resident called claiming to have difficulty breathing. SFD checked the home for CO2 with negative results. The woman then attempted to tell Officers that her son in law was abusing her. The accusations were unfounded. Officers have had multiple calls recently to this residence for similar accusations, all of which were unfounded.

07/30/2021 21-6559 Flee and Elude

Officers attempted to initiate a traffic stop on a motorcycle which immediately fled from them. After leaving the City, the Officers terminated the pursuit. The driver was not able to be identified.

07/30/2021 21-6565 DWLS Arrest

An Officer initiated a traffic stop for a disobey traffic control device violation. After further investigation it was found that the driver had a suspended driver's license. He was issued a misdemeanor citation for DWLS and released on scene. The vehicle was released to a licensed driver on scene.

07/30/2021 21-6567 Reckless Driving

Officers responded to reports that a vehicle, according to witnesses, crashed after going 80 mph on a major roadway and attempting to make a turn onto a side street. The driver fled the scene. He was located by Officers and brought back to the scene. He was cited for not having insurance and for Reckless Driving. His vehicle was impounded.

07/31/2021 21-6592 CPR / Assist Medical

Officers responded to a local residence where an 84-year-old woman was found unresponsive with agonal breathing. Officers performed CPR on the woman until SFD arrived and took over. The woman was transported to a local hospital where she later passed away.



## JULY 2021 WARNING VIOLATIONS

Item 8C.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	21LV00944	7/1/2021	SOUTHFIELD	MI	SUNNYBROOK	LATHRUP	DISOBEY TRAFFIC CONTROL DEVICE	ZAN
2	21LV00945	7/1/2021	SOUTHFIELD	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	GIJ
3	21LV00950	7/2/2021	LATHRUP VILLAGE	MI	17952 GLENWOOD	GLENWOOD	NO PARKING 3AM-6AM	HUT
4	21LV00955	7/5/2021	LATHRUP VILLAGE	MI	18820 WILTSHIRE	ELDORADO	ANIMAL UNLICENSED	HUT
5	21LV00956	7/5/2021	LATHRUP VILLAGE	MI	RAINBOW	MEADOWOOD	DISOBEY STOP SIGN	ROB
6	21LV00959	7/5/2021	MISSOURI CITY	TX	SOUTHFIELD	12 MILE	TEXTING WHILE DRIVING	GIJ
7	21LV00960	7/5/2021	SOUTHFIELD	MI	SOUTHFIELD	11 MILE	DROVE W/O LIGHTS	GIJ
8	21LV00961	7/6/2021	SOUTHFIELD	MI	TWELVE MILE	19301 TWELVE MILE	IMPROPER LANE USE	GIJ
9	21LV00963	7/6/2021	DETROIT	MI	11 MILE	SOUTHFIELD	IMPROPER TURN	ROB
10	21LV00980	7/8/2021	ROYAL OAK	MI	SOUTHFIELD	11 MILE	EXPIRED PLATE	HUT
11	21LV00990	7/13/2021	TROY	MI	SOUTHFIELD	WILTSHIRE	DROVE W/O LIGHTS	HUT
12	21LV01000	7/16/2021	BERKLEY	MI	SOUTHFIELD	SUNNYBROOK	DISOBEY TRAFFIC CONTROL DEVICE	BUT
13	21LV01001	7/16/2021	STERLING HTS	MI	SOUTHFIELD	SUNNYBROOK	DISOBEY TRAFFIC CONTROL DEVICE	BUT
14	21LV01008	7/19/2021	HUNTINGTON WOODS	MI	11 MILE	LATHRUP	DISOBEY STOP SIGN	HUT
15	21LV01010	7/19/2021	LATHRUP VILLAGE	MI	11 MILE	LATHRUP	DEFECTIVE EQUIPMENT	HUT
16	21LV01011	7/19/2021	FARMINGTON HILLS	MI	11 MILE	LATHRUP	DISOBEY STOP SIGN	HUT
17	21LV01012	7/19/2021	DETROIT	MI	SOUTHFIELD	11 MILE	DROVE W/O LIGHTS	CAR
18	21LV01013	7/19/2021	DETROIT	MI	SOUTHFIELD	11 MILE	EXPIRED PLATES	CAR
19	21LV01014	7/20/2021	LATHRUP VILLAGE	MI	CALIFORNIA DR	SUNSET BLVD	NO PARKING 3AM-6AM	CAR
20	21LV01025	7/22/2021	LATHRUP VILLAGE	MI	MEADOWBROOK	27204 MEADOWBROOK	NO PARKING 3AM-6AM	CAR
21	21LV01030	7/23/2021	TAYLOR	MI	SOUTHFIELD	11 MILE	EXPIRED PLATES	CAR
22	21LV01032	7/23/2021	LATHRUP VILLAGE	MI	REDWOOD	17380 REDWOOD	NO PARKING 3AM-6AM	CAR
23	21LV01033	7/23/2021	SOUTHFIELD	MI	SOUTHFIELD	GOLDENGATE DR E	DISOBEY TRAFFIC CONTROL DEVICE	CAR
24	21LV01041	7/26/2021	FARMINGTON HILLS	MI	11 MILE	LATHRUP	DISOBEY STOP SIGN	GIJ
25	21LV01043	7/27/2021	LATHRUP VILLAGE	MI	BLOOMFIELD	WILTSHIRE	DROVE W/O LIGHTS	CAR
26	21LV01046	7/27/2021	DETROIT	MI	SUNNYBROOK	SOUTHFIELD	DISOBEY TRAFFIC CONTROL DEVICE	GIJ
27	21LV01048	7/27/2021	DETROIT	MI	SOUTHFIELD	CAMBRIDGE	NO VALID PLATE	HUT

## JULY 2021 WARNING VIOLATIONS

Item 8C.

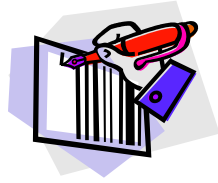
28	21LV01051	7/28/2021	DETROIT	MI	SOUTHFIELD	11 MILE	DROVE W/O LIGHTS	CAR
29	21LV01054	7/28/2021	SOUTHFIELD	MI	11 MILE	LATHRUP	DISOBEY STOP SIGN	HUT
30	21LV01055	7/28/2021	SOUTHFIELD	MI	SOUTHFIELD	11 MILE	DROVE W/O LIGHTS	CAR
31	21LV01062	7/29/2021	BEVERLY HILLS	MI	SOUTHFIELD	WILTSHIRE	EXPIRED PLATES	HUT
32	21LV01064	7/30/2021	LATHRUP VILLAGE	MI	SARATOGA	18871 SARATOGA	NO PARKING 3AM-6AM	CAR
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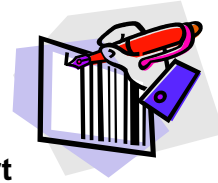
## City of Lathrup Village

27400 Southfield Road  
Lathrup Village, Michigan 48076  
248.557.2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

Item 8D.



### Code Enforcement August Report



Sheryl,

- 1.) Lathrup Village is a member of CISMA to receive funding from Oakland County to get rid of the phragmites in the city. (CISMA). 8/2/2021
- 2.) Residents are leaving branches that are less than 2" out for the chippers to take. Tringalli will not take branches less than 2", and we receive many complaints that tringalli does not take their branches??? Reality is that residents are placing small branches that can get cut up and put into paper bags. residents are also putting out branches Friday evening and Saturday then complain on Monday that Tringalli did not pick up branches.
- 3.) Violations written up to residents
  - a. Tall grass (6)
  - b. Other (3)
  - c. Lack of Property maintenance (4)
  - d.
- 4.) Year to date, I have a total of 182 written violations in BS&A, this does not include violation notices posted on the residents' doors.

Code Enforcement Officer: Rami Sweidan



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## MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: August 12, 2021

RE: Department/Director Report

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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.

### COVID-19 Resources

- A resource page has been created: [http://www.lathrupvillage.org/how\\_do\\_i/resources.php](http://www.lathrupvillage.org/how_do_i/resources.php). There are a series of links to financial resources & programs available to business.

### Events

- **Alley Maintenance week** was held July 17-25<sup>th</sup> to encourage businesses to maintain and clean their alleys.
- **Road Master Corvette Club Car Show –August 14<sup>th</sup>**. DDA partnered with RMCC. The event will be held at City Hall and Annie Lathrup School from 9 am – 2 pm.
- **Informational Meeting** is scheduled for **September 15<sup>th</sup>** from 4 – 6 pm and will be focused on networking opportunities.
- **Fall Corridor Clean Up on September 25<sup>th</sup>**.
- **Community Policing Event**—The DDA is partnering with the LVPD for their Community Policing Event on September 18<sup>th</sup> in Municipal Park.

### Grants

- The DDA was awarded funds by Oakland County for technical assistance, these funds will be used towards creating a business workshop for online presence and marketing.
- Oakland County has asked to partner with DDA on an SBA Community Navigator Grant. The grant aims to provide direct support to under-served and micro-businesses in the area.
- DDA continues to seek out grants for businesses and placemaking initiatives



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### **Commercial Business/Property Updates**

- New Business: 28851 Southfield Road (Fish Market) – working on interior improvements
- New Business: 28871 Southfield Road (RM Smoke Shop) - OPEN
- New Business: 26079 Southfield Road (US Rehab) – working on interior improvements
- New Business: 26780 Southfield Road (Ruby Lee's Honey Chicken & Shrimp) - working on interior improvements
- 26727 Southfield Road (BP Gas) – work is progressing. Contractor provides regular updates.
- Lathrup Village Apartments will be installing the screen wall soon. The final building phase is delayed until Spring 2022 due to material and contractor shortages

### **Comprehensive Plan Update**

- The plan was adopted by Planning Commission & City Council
- Staff & PC will be working implementation strategies

### **Cannabis**

- Staff is working to finalize the scoring criteria and application materials with the intent of providing a draft to City Council in September/October

### **Infrastructure**

- DDA Sidewalk Replacement Program work is anticipated to begin August 17<sup>th</sup> with horizontal saw cuts; replacements will begin on August 30<sup>th</sup>. Work is expected to start along Southfield Road and in the neighborhoods east of Southfield Road.
- Roads: ASI is working on project cleanup, landscape restoration and punch list items. They will be repairing the alley approaches between Sunnybrook & Cambridge (east of Southfield Rd).
- Exterior excavation work continues in the neighborhoods south of 696, in advance of the Sidewalk Replacement Program.
- GIS mapping & data collection system is in place to track excavations, fire hydrants, and gate valves
- Water Main Replacements on Wiltshire (Southfield to Lathrup Blvd) and San Rosa (Southfield to Lathrup Blvd) are scheduled to begin as soon as Miss Digg marks utilities.



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### Miscellaneous

- City Hall, 12 Mile, Lincoln flower beds are planted! These are perennial gardens, and some additional work will be done in the fall/spring.
- The city was notified that our Redevelopment Ready Communities (RRC) Certification is valid through 11/30/20203. The RRC program has been undergoing some revisions and staff will be meeting with our RRC Planner in September.

## **ELECTION NEWS**

### **November 2, 2021 - Election Day**

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

Register to vote in any manner other than in-person through October 18, 2021

Register in-person with your Clerk -October 19, 2021- through 8:00 p.m. November 2, 2021 with proof of residency (Office hours M-F 8:00 a.m.-4:30 p.m.)

Last Day Absentee ballots will be mailed: Friday, October 29, 2021 8am-5pm

Voters may submit written request to spoil their absentee ballot and receive a new **ballot by mail by Friday, October 29 – 5:00 p.m.**

Clerk's office will be open Saturday, October 30, 2021 7:00am-3:00pm for absentee voting

**By November 1– 10:00 a.m.-** Voters who have returned their absentee ballot may submit written request in person to spoil their absentee ballot and receive a new ballot in the Clerk's office

By November 1 by 4:00 p.m. Voters may receive an absentee ballot in the Clerk's office and must vote their ballot in the Clerk's office. Voters who have lost their absentee ballot or have yet received their ballot in the mail, may submit a written request in person to spoil their absent voter ballot and receive a new ballot in the Clerk's office.

Election Day Registration: In person with your Clerk, not at a precinct. Voters who register on Election Day may obtain and vote an absent voter ballot in person in the Clerk's office or vote in person in the proper precinct.

CITY OF LATHRUP VILLAGE  
OAKLAND COUNTY, MICHIGAN

**NOTICE OF PUBLIC HEARING**

CAMBRIDGE BOULEVARD  
SPECIAL ASSESSMENT DISTRICT

NOTICE IS HEREBY GIVEN:

1. The City Council of the City of Lathrup Village, Oakland County, Michigan has passed a resolution to approve plans and estimates for ditch repair for Cambridge Boulevard and directed the City Treasurer to make the Special Assessment Roll.
2. The City has declared its intention to make the following improvements in the City of Lathrup Village:

CAMBRIDGE BOULEVARD  
SPECIAL ASSESSMENT DISTRICT

The project consists of the installation of an 8 inch perforated pipe on the south side of Cambridge from Lathrup to the Southfield Alley. The north side will have drainage structures and some perforated pipe at each residential greenbelt for drainage and connected to the south side. Residential drives and greenbelt costs are included from the sidewalk to 7 feet towards the road (the city's cost will include the remaining 3 feet of the driveway and greenbelt as part of the road reconstruction).

The cost of the improvements and the parts assessed against the lands in the Special Assessment District are as follows:

Estimated Construction Cost      \$107,652.00

**DESCRIPTION OF SPECIAL ASSESSMENT DISTRICT**

The Cambridge Boulevard Special Assessment District consists of the following parcels of property located in the City of Lathrup Village and having the following tax identification sidwell numbers:

24-13-357-002	24-13-357-003	24-13-357-004	24-13-357-005
24-13-357-006	24-13-357-007	24-13-357-015	24-13-353-007
24-13-353-008	24-13-353-009	24-13-353-010	24-13-353-011
24-13-353-014			



3. The Petitions, maps, showing the location of the improvements and the Special Assessment Districts, plans, specifications and a cost estimate for the improvements are on file with the City Clerk for public examination.
4. The City Council will meet via zoom on Monday, August 16, 2021 at 7:00 p.m. Eastern Standard Time, to hear from any and all interested parties as to all matters bearing upon the propriety of the tentative roll as prepared by the City Treasurer.
5. If the City Council confirms the roll, a special assessment will be levied against the properties that benefit from the improvements. Act 186 of the Public Acts of Michigan 1973, as amended, provides that the special assessment must be protested at the hearing held for the purpose of confirming the Special Assessment Roll before the Michigan Tax Tribunal may acquire jurisdiction of any dispute involving the Special Assessment Roll will be heard, if at all, at some time in the future pursuant to notice given as required by law. Appearance and protest at such hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal. An owner of, or party in interest, in the property to be assessed, or his or her agent, may appear in person to protest the special assessment, or may protest the special assessment by letter filed with the City Clerk at or prior to the time of the hearing, in which case appearance in person is not required.

This notice is given by resolution of the City Council.

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YVETTE TALLEY, City Clerk  
City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076  
(248) 557-2600

Online:

<https://us06web.zoom.us/j/85978179873?pwd=cmRQV0p1UkJmMW9jbJJDmWw4MUwrdz09>

Webinar ID: 859 7817 9873

Passcode: 634693

Telephone: 301.715.8592 or 312.626.6799



A HERITAGE OF GOOD LIVING

## Dr. Sheryl L. Mitchell Theriot

### City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### COUNCIL COMMUNICATION:

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

**FR:** Sheryl Mitchell Theriot, City Administrator

**DA:** June 21, 2021

**RE:** Resolution – To Certify the Special Assessment Roll for Cambridge Ditch Project

The 2022/23 Street Project includes 13 properties in the area of Cambridge that will require the upgrading/repair of the culvert and ditches. The property owners will be responsible for the costs associated with the drainage improvements. A special assessment district is being proposed. The total cost is estimated at \$107,652. The average cost is \$8,280 per property. They will have the option to pay the entire amount up front or over ten (10) ten years.

This is the 2nd of 2 required public hearings on the Special Assessment District. Notices were mailed to all of the property owners of the public hearing. A notice was published in the Southfield Sun and on the city website. No objections have been received in the Clerk's office.

**June 21, 2021,** Council Adopted a Resolution To Approve Plans and Estimate for Ditch Repair for Cambridge Boulevard and to Direct City Treasurer to Make the Special Assessment Roll

**July 26, 2021,** Council held the 1<sup>st</sup> Public Hearing and adopted the Resolution to Approve Plans and Estimate for Ditch Repair for Cambridge Blvd and to Direct City Treasurer to Make a Special Assessment Roll

**August 16, 2021** – Council Action is to hold the 2<sup>nd</sup> Public Hearing and Certify the Special Assessment Roll for the Cambridge Ditch Project. The 2<sup>nd</sup> notice was mailed to the property owners on August 3, 2021, advising that they have the option to pay the entire amount up front or spread the payments over ten (10) years. The special assessment, plus a \$50.00 administrative fee, will be billed annually beginning with the July 2022 property tax bill.

Street Number	Street	Parcel ID
17611	Cambridge Blvd.	24-13-357-004
17650	Cambridge Blvd.	24-13-353-007
17624	Cambridge Blvd.	24-13-353-008
17606	Cambridge Blvd.	24-13-353-009
17578	Cambridge Blvd.	24-13-353-010
17554	Cambridge Blvd.	24-13-353-011
27315	Lathrup Blvd.	24-13-353-014
27260	Southfield Road	24-13-357-002
17631	Cambridge Blvd.	24-13-357-003
17601	Cambridge Blvd.	24-13-357-005
17579	Cambridge Blvd.	24-13-357-006
17533	Cambridge Blvd.	24-13-357-007
27265	Lathrup Blvd.	24-13-357-015

### Suggested Motion:

Adopt the Attached Resolution and confirm the special assessment roll listed in Exhibit "A" for the Cambridge Blvd. Ditch Project District, with the annual sums set for a ten (10) year period for the cost and expenses to be incurred for the improvement.

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

**RESOLUTION NO. \_\_\_\_-21**

**RESOLUTION TO CERTIFY  
THE SPECIAL ASSESSMENT ROLL  
FOR THE CAMBRIDGE DITCH PROJECT**

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At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the "City"), held on the 16th day of August, 2021.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

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

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, on July 26, 2021 City Council reviewed and approved plans and specifications, and approved the cost estimate for the Cambridge Boulevard ditch Project in the amount of \$107,652.00, with a life span of ten (10) years; and

WHEREAS, the City Council declared its intention to make the Improvement and designate a Special Assessment District against which the cost of the Improvement is to be assessed over a ten (10) year period; and

WHEREAS, the City Council conducted a public hearing on July 26, 2021, to provide an opportunity for objections to the Improvement and objections to the Special Assessment District itself and each recorded owner of property to be assessed was notified of said hearing; and

WHEREAS, the City Council declared its intention to proceed with the Improvement and the SAD; and

WHEREAS, the City Treasurer prepared said assessment roll and presented it to the City Council and which was filed with the Clerk's office where it was available for public examination; and

WHEREAS, Notice of Hearing on the special assessment roll was published in the Southfield Sun on July 28, 2021 and mailed to each recorded owner of property on the roll; and

WHEREAS, on August 16, 2021, a public hearing was held on the special assessment roll for the purpose of meeting and hearing objections to the roll.

NOW, THEREFORE, BE IT RESOLVED that:

1. Pursuant to Chapter 58, Section 58-36 of the City of Lathrup Village code of ordinances the City Council hereby confirms the assessment roll attached hereto as Exhibit "A" for the purpose of assessing the lands in the assessment district the annual sums set forth therein for a ten (10) year period for the cost and expenses to be incurred for the improvement.

2. The City Treasurer hereby certifies that the roll was made pursuant to a resolution of the City Council, and that the assessment roll conforms to the Council's direction and the laws of the State.

3. All resolutions and parts of resolution, insofar as they conflict with the provisions of this resolution, are hereby rescinded.

YEAS: \_\_\_\_\_  
 \_\_\_\_\_

NAYS: \_\_\_\_\_

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

ABSTAIN: \_\_\_\_\_

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Lathrup Village, Oakland County, Michigan at a regular meeting duly called and held on the 16th day of August, 2021, the original of which resolution is on file in my office, and that notice of said meeting was given, the meeting was held and the minutes filed in accordance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended.

\_\_\_\_\_  
Yvette Talley  
City Clerk

**SPECIAL ASSESSMENT ROLL  
FOR THE CAMBRIDGE DITCH PROJECT**

**EXHIBIT A**

<b>Street Number</b>	<b>Street</b>	<b>City, ST, Zip</b>	<b>Parcel ID</b>	<b>Special Assessment</b>
17611	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-357-004	\$8,280
17650	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-353-007	\$8,280
17624	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-353-008	\$8,280
17606	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-353-009	\$8,280
17578	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-353-010	\$8,280
17554	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-353-011	\$8,280
27315	Lathrup Blvd.	Lathrup Village, MI 48076	24-13-353-014	\$8,280
24500	Northwestern Hwy., Suite 100	Southfield, MI 48075	24-13-357-002	\$8,280
17631	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-357-003	\$8,280
17601	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-357-005	\$8,280
17579	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-357-006	\$8,280
17533	Cambridge Blvd.	Lathrup Village, MI 48076	24-13-357-007	\$8,280
27265	Lathrup Blvd.	Lathrup Village, MI 48076	24-13-357-015	\$8,280
				\$107,640

## CAMBRIDGE SPECIAL ASSESSMENT DISTRICT

### SUMMARY

#### CAMBRIDGE SPECIAL ASSESSMENT DISTRICT (SAD)

This is a specific project for thirteen (13) properties along Cambridge Blvd. between Southfield Road and Lathrup Blvd. These properties have significant drainage issues that are best addressed through a collective project. City Council held an initial public hearing on July 26<sup>th</sup> to hear from residents, after which a resolution was passed directing the Treasurer to prepare a tentative tax roll for the affected properties. A second public hearing will be held on August 16, 2021.

#### PROJECT SUMMARY

The project consists of the installation of an 8 inch perforated pipe on the south side of Cambridge from Lathrup to the Southfield Alley. The north side will have drainage structures and some perforated pipe at each residential greenbelt for drainage and connected to the south side. Residential drives and greenbelt costs are included from the sidewalk to 7 feet towards the road (the city's cost will include the remaining 3 feet of the driveway and greenbelt as part of the road reconstruction).

The total estimated project construction cost is \$107,652.00. Divided equally between the SAD properties, the anticipated amount for which each property owner is responsible is \$8,280. Work is scheduled to begin in Spring 2022.

#### PAYMENT PLAN

The special assessment, plus a \$50.00 administrative fee, will be billed annually beginning with the July 2022 property tax bill for a period of ten (10) years. Residents have the option to pay the entire amount up front or make additional payments to pay their balance off sooner than ten (10) years. There is no penalty for early pay-off. Please note that payments may be made online ([www.bsaonline.com](http://www.bsaonline.com)), in person or by mail to 27400 Southfield Road, Lathrup Village, MI 48076.

#### HARDSHIP

In the event that and your invoiced amount is \$500 or more and your annual household income is \$20,000 or less, or if your property is a residential corner lot whose cost of sidewalk replacement

for the side portion is \$500 or more (regardless of household income), you may meet with the city's Hardship Committee to request additional time to pay at 5% interest. Additionally, a state law entitled "Deferment of Special Assessment on Homesteads" allows persons who have been state residents for at least five years and who are age 65 or older or permanently disabled to defer a special assessment if more than \$300. If you do not meet the above guidelines, but feel the amount due is a hardship, you may still meet with the Hardship Committee.

**Hardship Committee Meeting**

**Thursday, November 4, 2021**

**4 – 7 pm**

**Lathrup Village City Hall**

**2<sup>nd</sup> Floor Conference Room**

**QUESTIONS?**

Questions on any of these projects may be directed to Susie Stec, Director – Community & Economic Development at [ciprojects@lathrupvillage.org](mailto:ciprojects@lathrupvillage.org) or at 248.557.2600 ext. 223.





**CAMBRIDGE (SOUTHFIELD TO LATHRUP)**  
**PERFORATED PIPE DRAINAGE S.A.D.**

GW NO.: Promotional  
 DATE: December 29, 2020

**PRELIMINARY CONSTRUCTION COST ESTIMATE**

This estimate is for the installation of an 8 inch perforated pipe on the south side of Cambridge from Lathrup to the Southfield Alley. The north side will have drainage structures and some perforated pipe at each residential greenbelt for drainage and connected to the south side. Residential drives and greenbelt costs are included from the sidewalk to 7 feet towards the road (the city's cost will include the remaining 3 feet of the driveway and greenbelt as part of the road reconstruction).

ITEM	WORK ACTIVITY	QUANTITY	UNIT	UNIT PRICE	TOTAL	COMMENTS
<b>DEMOLITION</b>						
	Rem concrete driveways	145	SY	\$15.00	\$2,175.00	11 drives x 17' wide x 7' deep
	Culv, rem, less than 24" dia	345	FT	\$12.00	\$4,140.00	
					\$0.00	
	<b>SUBTOTAL - DEMOLITION</b>				<b>\$6,315</b>	
<b>EARTHWORK</b>						
	Topsoil stripping	88	CY	\$40.00	\$3,520.00	4" thick x 7,105 sft
	Fine grading and compaction	790	SY	\$2.00	\$1,580.00	7' wide greenbelt
					\$0.00	
	<b>SUBTOTAL - EARTHWORK</b>				<b>\$5,100</b>	
<b>SOIL EROSION SEDIMENT CONTROL</b>						
	Inlet/CB filter	14	EA	\$100.00	\$1,400.00	1 per drainage structure
					\$0.00	
	<b>SUBTOTAL - EROSION CONTROL</b>				<b>\$1,400</b>	
<b>STORM SEWER</b>						
	Underdrain, Perforated PVC, 8" Dia	725	LF	\$25.00	\$18,125.00	Wrapped
	Sewer, PVC, 8" Dia	160	LF	\$40.00	\$6,400.00	Road crossings
	Dr Structure Tap, 8 inch	1	EA	\$350.00	\$350.00	
	Dr Structure, 24" Dia	14	EA	\$1,350.00	\$18,900.00	
	Dr Structure Cover, Type E	14	EA	\$300.00	\$4,200.00	
					\$0.00	
	<b>SUBTOTAL - STORM SEWER</b>				<b>\$51,225</b>	
<b>CONCRETE PAVEMENTS</b>						
	6" nonreinf Conc. driveway	145	SY	\$50.00	\$7,250.00	11 ea x 17' ave width x 7'
					\$0.00	
	<b>SUBTOTAL - CONCRETE PAVEMENT</b>				<b>\$7,250</b>	
<b>LANDSCAPING</b>						
	Topsoil surf., furnish, 2"	790	SY	\$4.00	\$3,160.00	7' wide from sidewalk
	Hydroseed or Class "A" sodding	790	SY	\$5.00	\$3,950.00	
	Watering, Sod or Seed	30	Units	\$100.00	\$3,000.00	37 gals / syd (790 x 37 / 100)
					\$0.00	
	<b>SUBTOTAL - LANDSCAPING</b>				<b>\$10,110</b>	
<b>MOBILIZATION AND MINOR TRAFFIC CONTROL</b>						
	Mobilization, Max 3%	0	LS	\$2,442	\$0	Included in Road Paving
	Minor Traffic Control Devices, Max 3%	0	LS	\$2,442	\$0	Included in Road Paving
	<b>SUBTOTAL - MOBILIZATION AND MINOR TRAFFIC CONTROL</b>				<b>\$0</b>	
	<b>SUBTOTAL CONSTRUCTION COST</b>				<b>\$81,400</b>	

ITEM	WORK ACTIVITY	QUANTITY	UNIT	UNIT PRICE	TOTAL	COMMENTS
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<b>SUBTOTAL CONSTRUCTION COST</b>					<b>\$81,400</b>
<b>CONSTRUCTION CONTINGENCY</b>				<b>15%</b>	<b>\$12,210</b>
<b>SUBTOTAL ENGINEERING, BIDDING, INSPECTION</b>				<b>15%</b>	<b>\$14,042</b>
<b>TOTAL ESTIMATED COST</b>					<b>\$107,652</b>

Specific work items that ARE NOT included in this estimate include:

It should be pointed out that since we have no control over the Contractor's method of determining prices, competitive bidding or market conditions, our opinion of the probable construction cost as provided for herein is made on the basis of experience and represents our best judgment as design professionals. We cannot guarantee that the final construction cost will not vary from this estimate.

Respectfully,  
GIFFELS WEBSTER

Estimate Prepared By: Scott A. Ringler, PE  
Date: June 27, 2021

1025 E Maple, Suite 1200 Birmingham, MI 48009-6426 (248) 852-3100 Fax: (248) 852-6372	28 W. Adams, Suite 1200 Detroit, MI 48226-1609 (313) 962-4442 Fax: (313) 962-5068	6303 26 Mile Road, Suite 100 Washington Twp, MI 48094-3819 (586) 781-8950 Fax: (586) 781-8951
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**CITY OF LATHRUP VILLAGE  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION NO. 71-21**

**RESOLUTION TO APPROVE PLANS AND ESTIMATE  
FOR DITCH REPAIR FOR CAMBRIDGE BOULEVARD  
AND TO DIRECT CITY TREASURER  
TO MAKE THE SPECIAL ASSESSMENT ROLL**

---

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the "City"), held on the 26th day of July, 2021.

PRESENT: Ferguson, Garrett, Kantor, Medley, Siddiqi

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ABSENT: None

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The following Resolution was offered by Kantor and seconded by Ferguson.

WHEREAS, on July 26, 2021 City Council reviewed and approved plans and specifications, and approved the cost estimate for the Cambridge Boulevard ditch Project in the amount of \$107,652.00, with a life span of ten (10) years.

WHEREAS, the lands upon which the special assessment shall consists of the following parcels of property located in the City of Lathrup Village and having the following tax identification sidwell numbers:

24-13-357-002	24-13-357-003	24-13-357-004	24-13-357-005
24-13-357-006	24-13-357-007	24-13-357-015	24-13-353-007
24-13-353-008	24-13-353-009	24-13-353-010	24-13-353-011
24-13-353-014			

WHEREAS, the City Council has conducted a hearing on objections to the improvement and the special assessment district, and each record owner of property to be assessed was notified of said hearing.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Lathrup Village has determined to make ditch improvements for Cambridge Boulevard, and approve the plans and cost estimate as presented by the City Engineer.

2. The City Treasurer shall be designated as agent for the City Assessor, and is hereby directed by the City Council to prepare a special assessment roll based upon the cost estimate of the Cambridge Boulevard ditch project in the City of Lathrup Village.

3. The City Treasurer shall prepare a special assessment roll, including all improved and unimproved lots and properties within the special assessment district designated by the Council, and the roll shall be certified by the Treasurer and filed in the City Clerk's office and made available for public inspection.

4. On August 16, 2021, Village Council shall review the assessment roll at a public hearing where all interested persons or parties shall be given an opportunity to be heard. Objections to the roll may also be filed in writing with the City Clerk prior to the close of the hearing.

5. The public hearing scheduled to hear objections to the roll shall be properly noticed, stating the time and place of the hearing, and shall be published in a newspaper circulated in the City and shall also be given to each owner of property to be

assessed by mailing first class mail, not less than ten (10) days prior to the date of such hearing.

6. City Council may confirm the special assessment roll, as presented or revised. If confirmed, the roll shall be confirmed by the City Clerk, and shall become final and conclusive.

7. All resolutions and parts of resolution, insofar as they conflict with the provisions of this resolution, are hereby rescinded.

YEAS: Ferguson, Garrett, Kantor, Medley, Siddiqi

NAYS: None

ABSENT: None


ABSTAIN: None

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Lathrup Village, Oakland County, Michigan at a regular meeting duly called and held on the 26th day of July, 2021, the original of which resolution is on file in my office, and that notice of said meeting was given, the meeting was held and the minutes filed in accordance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Yvette Talley  
City Clerk



A HERITAGE OF GOOD LIVING

**Dr. Sheryl L. Mitchell Theriot**

**City Administrator**

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### **COUNCIL COMMUNICATION:**

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

**FR:** Sheryl Mitchell Theriot, City Administrator

**DA:** August 16, 2021

**RE:** MML – Meadowbrook Liability & Property Pool Renewal Proposal


This is the annual renewal with MML/Meadowbrook. Judith Thomson-Torosian, is scheduled to be present at the council meeting to provide an overview.

The renewal premium for the Property and Liability insurance policy for the City of Lathrup Village effective September 1, 2021 with the MML Liability & Property Pool is \$88,437 compared to the expiring premium of \$84,064. This is a premium increase of \$4,373 or 5.2%.

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2021 to renewing Members. The City's dividend return is \$5,609. The City will receive this dividend after payment of your renewal premium.

### **Suggested Motion:**

**To approve the renewal of the MML Liability & Property Pool Renewal Proposal at the annual rate of \$88,437, effective September 1, 2021, and authorize the Mayor and/or City Administrator to sign the related documents**

**From:** Judy Thomson-Torosian Judith.Thomson-Torosian@Meadowbrook.com   
**Subject:** MML Liability & Property Pool Renewal Quote for the City of Lathrup Village (Response Required)  
**Date:** July 16, 2021 at 9:07 AM  
**To:** Sheryl Mitchell PhD - City of Lathrup Village (SMitchell@lathrupvillage.org) SMitchell@lathrupvillage.org

---

Sheryl: I left you a message to see whether you wanted to meet to review this renewal quote but don't want to hold this up so I am sending it via Email.

The renewal premium for the Property and Liability insurance renewal for the City of Lathrup Village effective September 1, 2021 with the MML Liability & Property Pool is **\$88,437** compared to the expiring premium of \$84,064. This is a premium increase of \$4,373 or 5.2%.

There are a few reasons for the change in premium:

- Change in the following ratable exposures:
  - ✓ Payroll -- \$1,533,568 (was \$1,496,164 for 2020) ↑
  - ✓ Property -- \$6,444,976 (was \$6,338,658 for 2020) ↑
  - ✓ # of Law Enforcement Officers – 13 (same for 2020)
  - ✓ # of Vehicles – 11 (was 10 for 2020) ↑
  - ✓ MCCA -- \$86/vehicle (was \$100/vehicle) ↓
- There was a slight increase in the property and liability rates

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2021 to renewing Members. The City's dividend return is \$5,609. The City will receive this dividend after payment of your renewal premium.

***Please reply by E-mail or fax to advise if the City of Lathrup Village wants any additional limits and/or deductible options or if the policy should be issued based on the quoted Cost & Coverage summary. (We will have your renewal documents issued after you let us know.)***

Please let me know if you have any questions or if you want to review

this in person, by phone or on Zoom.

I hope that you are doing well and staying safe! Thank you, Sheryl.

Judy

Judith A. Thomson-Torosian, CPCU, CIC, ARM  
MML Service and Sales Manager  
MML Liability & Property Pool  
MML Workers' Compensation Fund  
248-204-6137  
[jthomson@meadowbrook.com](mailto:jthomson@meadowbrook.com)



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Please allow 10 business days for us to honor your request.

2021 Renewal  
Quote...ge.pdf





michigan municipal league

# Liability & Property Pool

Proposal

for the

## **City of Lathrup Village**

.Presented By:

Judith A. Thomson-Torosian, CPCU, CIC, ARM  
MML Liability & Property Pool  
(248) 204-6137

July 16, 2021

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***This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.***

## Executive Overview

---

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **City of Lathrup Village** has been a Pool member since **July 1, 1995**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense, and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Lathrup Village**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Lathrup Village** for an annual premium of **\$88,437**. When compared to last year's cost of \$84,064, it represents a premium increase of \$4,373, or 5.2%. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2021. The City's portion of the dividend return is \$5,609. The City will receive this dividend in the month following payment of your 2021 renewal premium.)

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience, and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

### **Our Mission**

**To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.**

# Introduction

---

## ***What You Can Expect of Us***

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems, and claims;  
and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

## ***Your Pool Insures More Than . . .***

- |                                |                                  |
|--------------------------------|----------------------------------|
| ✓ 433 Public Entity Members    | ✓ 195 Water Utilities            |
| ✓ 139 Fire Departments         | ✓ 218 Sewer Utilities            |
| ✓ 170 Law Enforcement Agencies | ✓ 24 Municipal Marinas           |
| ✓ 2,195 Police Officers        | ✓ \$5 Billion of Property Values |
| ✓ 5,772 Miles of Streets/Roads | ✓ 206 Water Service Operations   |
| ✓ 6,950 Vehicles               | ✓ 17 Dams                        |
| ✓ 16 Electric Utilities        |                                  |



## Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2021 to 09-01-2022

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	\$5,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
<u># Vehicles</u>	<u>Comp</u>	<u>Coll</u>	
11	\$250	\$250	

Agreed Amount, if applicable 5 Vehicles for a total of \$275,000

*Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.*

### Property

Property - Blanket Basis	\$6,444,976	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Building(s)	Included	N/A	\$250
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
2 Auxiliary Pumps	\$30,000	N/A	\$250
Accounts Receivable	\$100,000	N/A	\$250
Cable TV Department Equipment	\$146,489	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A



## Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2021 to 09-01-2022

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractors Equipment	\$8,000	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$125,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Radio Equipment	\$16,077	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
Voting Machines	\$19,145	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A

*Only one deductible applies to claims involving two or more property coverages.*

**The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$88,437.**

## ***Your Team of Experts***



Judy Thomson-Torosian  
Service and Sales Manager  
(248) 204-6137



Michael J. Forster  
Pool Administrator  
(734) 669-6340



Ellen Skender  
248-204-8582



Joan Opett  
248-204-8579

Customer Service Representatives



Tracy Mattiello  
Claims Manager  
(248) 204-8094



Rod Pearson  
Loss Control Manager  
(248) 204-8036

## ***Benefits of Pooling with the MML***

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight, and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
  - ✓ Safety aspects of emergency vehicle operations
  - ✓ Accident investigation for supervisors
  - ✓ Confined spaces training

**The advantages of pooling can be summarized by:**

**Service + Control + Value**



### ***City of Lathrup Village Has . . .***

- ✓ \$1,533,568 Annual Payroll
- ✓ \$6,444,976 of total values for real and personal property
- ✓ 13 Law enforcement officers
- ✓ 11 Vehicles
- ✓ 5 Vehicles with agreed values totaling \$275,000
- ✓ \$86 Michigan Catastrophic Claims Assessment (MCCA) per vehicle (was \$100/vehicle for 2020) ↓

Note: These additional factors also impacted the 2021/2022 renewal premium:

- Five-year loss ratio: 271% for 2021; was 247% for 2020 = 9.7% ↑ (for every \$1 of premium paid for the past five years, the MML Liability & Property Pool has incurred \$2.71 of payout)
- Experience Modifier: 1.11 (same for 2020) 1.11 is the cap or maximum applied by the MML Liability & Property Pool.

### ***Increased Liability Limits***

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

# Highlights of Coverages Provided

## Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

## General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events excluding -
  - Fireworks (unless endorsed)
  - Liquor Liability
  - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

### **Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)**

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):
 

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):
 

**NO ADDITIONAL PREMIUM**

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

## General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

## Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

## Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

## Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

## Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander, or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

## Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

## Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

## Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

**Only one deductible applies to claims involving two or more property coverages.**

## Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

## Automobile Coverage Highlights

### What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

### Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

# Pool Risk Management Services

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- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

## Online Services

[www.mml.org](http://www.mml.org) (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim online. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

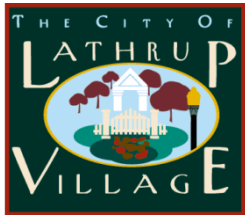
- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
  - ✓ Risk Control Solutions
  - ✓ Safety & Health Manual
  - ✓ Risk Management is Good Management Program
  - ✓ Law Enforcement Newsletters
  - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

## Membership Responsibilities

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Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



A HERITAGE OF GOOD LIVING

## Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### **COUNCIL COMMUNICATION:**

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

**FR:** Sheryl Mitchell Theriot, City Administrator

**DA:** August 16, 2021

**RE:** Certificate Regarding the Insufficiency of the "Petition of the Residents of Lathrup Village

Petitions were filed by residents on July 20, 2021, relating to cannabis in the City of Lathrup Village. City Ordinance Section 7.10 provides that an initiatory or referendary petition shall be signed by not less than 10% of the registered voters, as of the date of the last regular city election, and obtained within 21 days of the date of filing the petition with the Clerk.

A minimum of 392 signatures were required. A total of 440 signatures were received. This was verified by the Clerk's office on July 27, 2021.

Upon review by city's attorney, it was found that the form of the petitions does not meet the requirements of the City of Lathrup Village Charter or Michigan law for a valid initiative or referendum petition under Act 34 and Act 116.

Attorney Baker's conclusion is that no further action is required. The City Clerk has prepared a Certificate Regarding the Insufficiency of the Petition of the Residents of Lathrup Village.

### **Suggested Motion:**

**To affirm the Determination by the City Clerk that the Petition is insufficient, as the form of the petitions does not meet the requirements of the City of Lathrup Village Charter or Michigan law for a valid initiative or referendum petition.**



**CERTIFICATE REGARDING THE INSUFFICIENCY OF THE “PETITION OF THE  
RESIDENTS OF LATHRUP VILLAGE**


I hereby certify that I am the City Clerk of the City of Lathrup Village, County of Oakland, Michigan and that my office received a petition filed on July 20, 2021 titled Petition of the Residents of the City of Lathrup Village relating to cannabis business in the City of Lathrup Village.

Section 7.10 of the City of Lathrup Village Charter provides that an ordinance, may be initiated by petition, or a referendum on an enacted ordinance may be had by petition. An initiatory or a referendary petition shall be signed by not less than ten percent of the registered electors of the city, as of the date of the last regular city election, and all signatures on said petition shall be obtained within twenty-one days before the date of filing the petition with the Clerk.. As of the most recent election on November 3, 2020, there were 3,918 registered voters in the City, and 10% of the registered voters is 392.

The petitions that were filed contained 440 signatures, which is more than the required number of signatures to meet the minimum number required by law to require an initiative or referendum election. We have checked each signature against the voter records to determine if each signature represents a valid registered voter and that there are no duplicates. On July 27, 2021 we verified the petition received contained the required number of signatures to meet the minimum number required by law.

On July 29, 2021 we have been advised by counsel that the form of petition does not meet the requirements of the City of Lathrup Village Charter or Michigan law as a valid initiative or referendum petition.

Therefore, I determine that the petition is insufficient to require an election based on the fact that the form of the petition does not satisfy the requirements of the City of Lathrup Village Charter and Michigan law.

  
\_\_\_\_\_  
Yvette Talley  
City Clerk

Dated: July 29, 2021



LAW OFFICE

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JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

July 29, 2021

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

Re: Petitions of the Residents

Dear Ms. Talley:

It is my understanding that petitions were filed in the office of City Clerk of the City of Lathrup Village on July 20, 2021 titled "Petition of the Residents of Lathrup Village" in connection with cannabis business in the City of Lathrup Village. I have been asked to review the form of petition to determine if it meets the legal requirements for either an Initiative or Referendum petition under Michigan law and the City Charter.

## City Charter Requirements

Section 7.10 of the City of Lathrup Village Charter provides that an ordinance, may be initiated by petition, or a referendum on an enacted ordinance may be had by petition. Section 7.11 states an initiatory petition shall set forth in full the ordinance it proposes to initiate and a referendary petition shall identify the ordinance or part thereof, or code sections it proposes to have repealed. An initiatory or a referendary petition shall be signed by not less than ten percent of the registered electors of the city, as of the date of the last regular city election, and all signatures on said petition shall be obtained within twenty-one days before the date of filing the petition with the Clerk. When a petition with sufficient signatures is filed within the time allowed by this section, the Clerk shall present the petition to the Council at its next regular meeting. Section 7.12 states upon the presentation to the Council of an initiatory or referendary petition by the Clerk, the Council shall, within thirty days, unless otherwise provided by statute, either:

- (a) Adopt the ordinance as submitted by an initiatory petition;

- (b) Repeal the ordinance, or part thereof, referred to by a referendary petition; or
- (c) Determine to submit the proposal provided for in the petition to the electors.

### **Required Number of Signatures**

A of the most recent election on November 3, 2020, there were 3,918 registered voters in the City of Lathrup Village, and 10% of the registered voters is 392. The petitions that were filed contained 440 signatures. On July 27, 2021 the Clerk verified the petition received contained the required number of signatures to meet the minimum number required by law.

### **Review of Petition Form**

In reviewing the petition form, the petition form does not satisfy the legal requirements for either an initiative or a referendum petition under Michigan law based on the reasons and analysis below.

Section 517 of Act 34, which is the statute providing the requirements for a notice of intent and the referendum petition, states the *“Signatures on the petition shall be verified by a person under oath as the actual signatures of the persons whose names are signed to the petition, and the governing body of the county, city, village, or township shall have the same power to reject signatures and petitions as city clerks under section 25 of the home rule city act, 1909 PA 279, MCL 117.25.”* MCL 141.2517.

Section 25 of the Home Rule City Act, Act 279, Public Acts of Michigan, 1909, as amended (“Act 279”), is the provision which gives the City Clerk of a city the power to review petitions to determine if it contains the requisite number of registered electors and to certify the sufficiency or insufficiency of the petition. MCL 141.2517.

Section 25a of Act 279 states that petitions under various provisions of Act 279, *“including the circulation and signing of the petition, is subject to section 488 of the Michigan Election Law, 1954 PA 116, MCL 168.488.”* MCL 117.25a.

The Michigan Election Law, Act 116, Public Acts of Michigan, 1954, as amended (“Act 116”) is the state statute that consolidates Michigan election laws and provides for the powers and duties of election officials and the regulation of elections. Section 488 of Act 116 is applicable to various initiatory and referendum petitions, and states what sections of the Michigan Election Law apply to petitions that refer to that section: *“Section 482(1),(2), (3), (4), (5), and (6) apply to a petition to place a question on the ballot before the electorate of a political subdivision under a statute that refers to this section, and to the circulation and signing of the petition.”* MCL 168.488(2).

Section 482 of Act 116, MCL 168.482, is the statute that sets forth the legal requirements for petitions, and the sections that govern the form of an initiative or referendum petition. The requirements are as follows:

**168.482 Petitions; size; form; contents.**

Sec. 482.

- (1) *Each petition under this section must be 8-1/2 inches by 14 inches in size. . .*
- (2) *If the measure to be submitted proposes a constitutional amendment, initiation of legislation, or referendum of legislation, the heading of each part of the petition must be prepared in the following form and printed in capital letters in 14-point boldfaced type:*

INITIATIVE PETITION  
AMENDMENT TO THE CONSTITUTION  
OR  
INITIATION OF LEGISLATION  
OR  
REFERENDUM OF LEGISLATION  
PROPOSED BY INITIATIVE PETITION

- (3) *A summary in not more than 100 words of the purpose of the proposed amendment or question proposed must follow and be printed in 12-point type. The full text of the amendment so proposed must follow the summary and be printed in 8-point type. If the proposal would alter or abrogate an existing provision of the constitution, the petition must so state and the provisions to be altered or abrogated must be inserted, preceded by the words:*

*"Provisions of existing constitution altered or abrogated by the proposal if adopted."*

- (4) *The following statement must appear beneath the petition heading:*

*"We, the undersigned qualified and registered electors, residents in the \_\_\_\_\_ congressional district in the state of Michigan, respectively petition for (amendment to constitution) (initiation of legislation) (referendum of legislation) (other appropriate description)."*

- (5) *The following warning must be printed in 12-point type immediately above the place for signatures, on each part of the petition:*

**WARNING**

*A person who knowingly signs this petition more than once, signs a name other than his or her own, signs when not a qualified and registered elector, or sets*

*opposite his or her signature on a petition, a date other than the actual date the signature was affixed, is violating the provisions of the Michigan election law.*

(6) *Subject to subsections (7) and (8), the remainder of the petition form must be as provided following the warning to electors signing the petition in section 544c(1). In addition, the petition must comply with the requirements of section 544c(2).*

(7) *Each petition under this section must provide at the top of the page check boxes and statements printed in 12-point type to clearly indicate whether the circulator of the petition is a paid signature gatherer or a volunteer signature gatherer.*

(8) *Each petition under this section must clearly indicate below the statement required under subsection (7) and be printed in 12-point type that if the petition circulator does not comply with all of the requirements of this act for petition circulators, any signature obtained by that petition circulator on that petition is invalid and will not be counted.*

As noted in subsection (6) above, the petition form must also comply with the requirements of Section 544c(1) and 544c(2), MCL 168.544c, below the warning section, which have the following required lines for signatures, certificate of circulator and circulator warnings:

Printed Name and Signature	Street Address or Rural Route	Zip Code	Date of Signing Mo. Day Year		
1.	<hr/>				
2.	<hr/>				
3.	<hr/>				
4.	<hr/>				
5.	<hr/>				

*numbered lines as above*

#### **CERTIFICATE OF CIRCULATOR**

*The undersigned circulator of the above petition asserts that he or she is 18 years of age or older and a United States citizen; that each signature on the petition was signed in his or her presence; that he or she has neither caused nor permitted a person to sign the petition more than once and has no knowledge of a person signing the petition more than once; and that, to his or her best knowledge and belief, each signature is the genuine signature of the person purporting to sign the petition, the person signing the petition was at the time of signing a registered elector of the city or township listed in the heading of the petition, and the elector was qualified to sign the petition.*

*Circulator—Do not sign or date certificate until after circulating petition.*

\_\_\_\_\_ If the circulator is not a resident of Michigan, the circulator shall make a cross or check mark on the line provided, otherwise each signature on this petition sheet is invalid and the signatures will not be counted by a filing official. By making a cross or check mark on the line provided, the undersigned circulator asserts that he or she is not a resident of Michigan and agrees to accept the jurisdiction of this state for the purpose of any legal proceeding or hearing that concerns a petition sheet executed by the circulator and agrees that legal process served on the secretary of state or a designated agent of the secretary of state has the same effect as if personally served on the circulator.

\_\_\_\_\_  
(Printed Name and Signature of Circulator) (Date)

\_\_\_\_\_  
(Complete Residence Address (Street and Number or Rural Route)) Do not enter a post office box

\_\_\_\_\_  
(City or Township, State, Zip Code)

\_\_\_\_\_  
(County of Registration, if Registered to Vote, of a Circulator who is not a Resident of Michigan)

*Warning-A circulator knowingly making a false statement in the above certificate, a person not a circulator who signs as a circulator, or a person who signs a name other than his or her own as circulator is guilty of a misdemeanor.*

(2) *The petition must be in a form providing a space for the circulator and each elector who signs the petition to print his or her name. The secretary of state shall prescribe the location of the space for the printed name. The failure of the circulator or an elector who signs the petition to print his or her name, to print his or her name in the location prescribed by the secretary of state, or to enter a zip code or his or her correct zip code does not affect the validity of the signature of the circulator or the elector who signs the petition. A printed name located in the space prescribed for printed names does not constitute the signature of the circulator or elector. If an elector does not include his or her signature, his or her street address or rural route, or the date of signing on the petition as required under subsection (1), the elector's signature is invalid and must not be counted by a filing official.*

The petition form that was submitted is very basic with an introduction requesting the proposed cannabis ordinance be put before the voters for a vote, with lines for the signature, date and address of the resident, followed by a few lines with the name, signature and address of the canvasser.

The petition form that was submitted meets very few of the many legal requirements that are required of either an initiative or a referendum petition, and is deficient for the following reasons:

- The petition does not set forth in full the ordinance it proposes to initiate nor does it identify the ordinance or part thereof, or code sections it proposes to have repealed required by City Charter Section 7.11;
- The petition does not identify the petition type as required by MCL 168.482(2);
- The petition does not contain a summary, in not more than 100 words, of the purpose of the proposed amendment or question proposed, nor does it contain the full text of the amendment proposed as required by MCL 168.482(3);
- The petition does not contain the statement below the heading required by MCL 168.482(4);
- The petition does not contain the warning to signers required by MCL 168.482(5);
- The petition does not contain the required lines or information required for the signatures required by MCL 168.544c(1);
- The petition does not contain the Certificate of Circulator required by MCL 168.544c(1);
- The petition does not contain the information required from Circulators required by MCL 168.544c(1).

### Conclusion

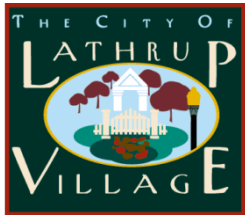
Therefore, based on the above, the form of the petition does not meet the requirements of Michigan law for a, initiative or referendum petition under Act 34, Act 279 and Act 116 and no additional action is required with respect to the petition.

Very truly yours,

BAKER & ELOWSKY, PLLC



Scott R. Baker



A HERITAGE OF GOOD LIVING

## Dr. Sheryl L. Mitchell Theriot

### City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### **COUNCIL COMMUNICATION:**

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

**FR:** Sheryl Mitchell Theriot, City Administrator

**DA:** August 26, 2021

**RE:** Approval of Tree Management Program and Funding

The city has received a number of concerns from residents regarding the need for a regular schedule for the maintenance of trees. One action taken was the formation of a Tree Committee. Two issues identified are a regular maintenance schedule and a timely response to trees/branches requiring immediate trimming or removal.

I have asked Rami Sweidan to take the lead and work with DPS in developing a Tree Program, with regular tree pruning is scheduled, developing a tree inventory with GIS mapping, and contracts for emergency branch trimming and/or tree removal. The objective is to cover the entire city of 3 years.

The city has been working for Hart Forestry for several years for tree assessment and remediation services. However, with the exceptional storms and associated tree damage, they are not able to address the number requests in a timely fashion.

#### Tree Management Program Estimated Budget Proposal

DPS to perform weekly pruning (branches up to 12 feet) – Equipment repair/purchase	\$1,500
Contract with Davey	
Tree Removal	\$7,150
Stump Grinding	\$2,075
Tree Pruning	\$1,650
Giffels Webster – GIS Platform for tree inventor	\$2,500
Contingency	\$1,125
<b>TOTAL</b>	<b>\$16,000</b>

It is being recommended to approve the program, with funding to be provided from the Local Street Fund and Major Street Fund – Forestry line items.

### **Suggested Motion:**

**Approve the Tree Management Program, with funding of up to \$16,000 from the Forestry line items in the Local and Major Street Funds. And, authorize the City Administrator to contract with Davey's Tree Service and Giffels Webster for related services.**



## MEMO

To: Sheryl Mitchell Theriot, City Administrator  
Fr: Rami Sweidan, Code Enforcement  
Da: August 12, 2021  
Re: **Tree Program**

### Purpose

The purpose for Lathrup Village to start a tree trimming program helps keep trees healthy and safe. Lathrup Village started a tree program that will commence in August and take place every Thursday.

### Goal

The goal for the tree program to take effect in August to minimize calls to the city, and to have residents have a peace of mind that all trees in the city will be trimmed and dead trees cut down. With this program our goal is to have all trees in the city trimmed within the 3-year cycle.

Residents will start to see DPS employees' trim trees by going thru each street at a time making sure all trees are pruned up to 12 feet. DPS will trim trees and place the branches on the right of way for the chippers to pick up on Friday. DPS will work in zones to trim trees, so please be patient and we will get to your area soon.

### Objective

The objective for this program due to receiving many calls on tree branches falling, and dead large branches that are a safety hazard. Our intention is to make our residents have a piece of mind and have a walkability neighborhood that is safe.

### Overview

DPS employees will schedule with a tree service company to trim trees above 12 feet, and any dead tree that needs to be cut down. DPS do not have the capability or the equipment to cut down trees, for this reason cutting trees down will be outsourced.

Cost is a major factor for this project, the reason LV is using DPS employees to manage pruning trees. The budget for cutting down dead trees is the reason for taking this route.

Submitted by Rami Sweidan - E-News letter, and website page, seeclckfix,

Code enforcement Tall grass

Maintain ditch and culvert area

The tree project phase will commence August 5<sup>th</sup> 2021, and will last throughout the 2<sup>nd</sup> and 3<sup>rd</sup> rotation each rotation is one year. The project will alleviate imminent danger of dead branches and trees.

This strategic plan will focus on tree management and is prepared for city employees and Lathrup Village residents. Funding to develop this plan is provided through the Lathrup village implemented budget for tree services and local road project.

In the city, tree's that have dead limbs, branches which may cause harm to residents or simply to someone walking is likely to cause harm to the city. The dead trees are adversely impacting property value (roots damaging foundation, plumbing, sidewalk, and the approach).

The strategic plan will provide a roadmap for addressing the issues and the threat of trees with dead branches or simply a dead tree.

The framework for action on four principal elements is intended to enhance the Lathrup village tree project program to increase awareness and outreach and target future tree management.

1. Dead tree
2. Dead branches
3. Diseased tree
4. Replanting tree

Each component is supported by a clearly defined goal. Each element will have benefits, objectives, and an outline to assist in execution. The framework for engagement encourages and categorizes methods to measure performance, provide annual planning, schedule, and adaptive management, to provide for intermittent review of the strategic plan and the framework for action. LV employees will assess and update the strategic plan every year or as new information becomes available.

Implementation of the tree management plan will require a broad engagement of Lathrup Village employees and residents.

**“Diseased tree** – A Monterey pine infected with pitch canker or an oak affected by sudden oak death.

**Dying tree** – A Monterey pine, oak, or other tree that is succumbing to age, disease, or other natural processes. This term usually applies to trees in which >30% of standing biomass (plant tissue) is dry and nonfunctional.

**Hazard tree** – A tree that has the potential to fall or to lose a limb or limbs and thus poses a risk to life or property. Hazard trees include dead, dying, and severely leaning trees, as well as trees that lack root support.

**Leaning tree** – A tree growing at an angle, or a tree in which a large proportion of the mass is on 1 side of the tree. Leaning trees that are in danger of falling are considered hazard trees. (Hawley & Zinke, 2018)”



Client	8/12/2021
Lathrup Village Attn: Rami Sweidan 27400 Southfield Rd Lathrup Village, MI 48076-3412	Proposal #: 20007911-1628785598 Account #: Work: (248) 557-2600 ext. 247 Mobile: (248) 450-8071 Email: rsweidan@lathrupvillage.org

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Removal		\$7,150.00		\$7,150.00
1.) 27774 California Dr. NW. The Maple Tree is in the front of the property in Right of Way needs to be removed. \$550.00				
2.) 28611 Lathrup Blvd. *One Locust on the south side of the Property in Right of Way is completely bare and I believe to be dead. \$1100.00 *Also, many dead limbs on two surrounding trees (Maple and Locust) to remove major deadwood. \$440.00				
3.) 18707 Cambridge Blvd. Dead Maple tree that is completely bare near the Northeast corner of the property Please remove tree. \$550.00				
4.) 18501 San Diego Dead Maple tree east of driveway needs to be removed. \$550.00				
5.) 17584 Wilshire Dead Maple city tree in front of house in ROW. \$660.00				
6.) 28459 Sunset Blvd W. Dead Maple tree in ROW. \$550.00				
7.) 27821 Bloomfield Dr. Maple tree in front shows major signs of decay and needs to be removed. Tree is located on the west side of the property in Right of Way. Technically in front of the house. \$660.00				
8.) 28751 Bloomfield Dr Tree is out front in the city right of way. Tree is dead and needs to be removed. \$550.00				
9.) 26470 Meadowood Ct. S. *Dead fallen Spruce tree in the backyard of the property. Please remove the entire tree and any dead limbs. \$770.00 *Also at site remove dead standing stub to near ground level and haul away all debris. \$550.00				
10.) 18836 Rainbow Dr. Resident claims the tree right out in front of her house is diseased/dead. Remove the Pear in front to near ground level. \$220.00				

Needs for project: Bucket Truck, Large saw, work lines, block, mini loader, log truck

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Stump Grinding		\$2,075.00		\$2,075.00
ALL STUMPS WILL BE GROUND BELOW GRADE, CHIPS WILL BE LEFT IN HOLE FOR SETTLING				
1.) 27774 California Dr. NW. The Maple stump is in the front of the property in Right of Way needs to be removed. \$165.00				
2.) 28611 Lathrup Blvd. *One Locust stump on the south side of the Property in Right of Way needs to be removed. \$300.00				



Client	8/12/2021
Lathrup Village Attn: Rami Sweidan 27400 Southfield Rd Lathrup Village, MI 48076-3412	Proposal #: 20007911-1628785598 Account #: Work: (248) 557-2600 ext. 247 Mobile: (248) 450-8071 Email: rsweidan@lathrupvillage.org

3.) 18707 Cambridge Blvd.

One Maple stump that is near the Northeast corner of the property Please remove. \$165.00

4.) 18501 San Diego

Maple stump east of driveway needs to be removed. \$165.00

5.) 17584 Wilthire

Maple stump in front of house in ROW. \$165.00

6.) 28459 Sunset Blvd W.

Maple stump in ROW. \$165.00

7.) 27821 Bloomfield Dr.

Maple stump in front needs to be removed. Stump is located on the west side of the property in Right of Way. Technically in front of the house. \$165.00

8.) 28751 Bloomfield Dr

Stump is out front in the city right of way. needs to be removed. \$165.00

9.) 26470 Meadowood Ct. S.

\*Grind out Spruce stump in the backyard of the property. \$165.00

\*Also at site grind out large stump near spruce stump. \$330.00

10.) 18836 Rainbow Dr.

Resident claims the tree right out in front of her house is diseased/dead. Remove the Pear stump in front. \$125.00

11.) 18551 Sartaoga Blvd.

Stumps at this site where already ground out.

(IF RESETERATION IS REQUIRED ON STUMPS THAT ARE GROUND OUT. HAULING AWAY CHIPS, ADDING TOPSOIL AND SEED BACK TO THE AREA FOR A FINISHED LOOK. THE PRICE PER STUMP WILL BE RAISED 100% TO COVER THE COST OF MATERAIL AND LABOR; EXAMPLE \$125+100%=\$250.00)

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Pruning		\$1,650.00		\$1,650.00



Client	8/12/2021
Lathrup Village Attn: Rami Sweidan 27400 Southfield Rd Lathrup Village, MI 48076-3412	Proposal #: 20007911-1628785598 Account #: Work: (248) 557-2600 ext. 247 Mobile: (248) 450-8071 Email: rsweidan@lathrupvillage.org

Tree Care	Service Period	Price	Tax	Total
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1.) 18181 Ramsgate Dr.  
Many dead branches on one Locust tree that need to be trimmed. Tree is out front in Right of Way directly in line with the front door. \$440.00

2.) 17625 and 17615 Coral Gables Ave  
The Locust tree that needs to be trimmed is located out front of these properties, but it is directly between the two addresses 17625 and 17615. Some dead branches need to be trimmed and very low hanging branches that are hanging over the driveway. Elevate to a height of 20' remove major deadwood 2" and larger. \$770.00

3.) 17377 Avilla blvd.  
1 Locust tree in front of the house in the city right of way. A lot of dead branches need to be trimmed off of tree. \$440.00

Needs for project: Bucket Truck, work lines, block,

☐ Yes, please schedule the services marked above.

**ACCEPTANCE OF PROPOSAL:** The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.



*Jacob Charles Swearingen*

Jacob Charles Swearingen

Authorizing Signature

Date

We use quality products that are administered by trained personnel. We guarantee to deliver what we have contracted to deliver. If we do not, we will work with you until you are satisfied, or you will not be charged for the disputed item. Our Client Care Guarantee demonstrates our commitment to creating lifelong client relationships.

## Tree Care

**PRUNING:** Performed by trained arborists using industry and Tree Care Industry Association (TCIA) approved methods.

**TREE REMOVAL:** Removal to within 6" of ground level and cleanup of debris.

**STUMP REMOVAL:** Mechanical grinding of the visible tree stump to at or just below ground level. Stump area will be backfilled with stump chips and a mound of remaining chips will be left on site unless otherwise stated in the contract. Chip removal, grading and soil backfill are available.

**CLEAN-UP:** Logs, brush, and leaves, and twigs large enough to rake are removed. Sawdust and other small debris will not be removed.

**CABLING/BRACING:** Cabling and bracing of trees is intended to reduce damage potential. It does not permanently remedy structural weaknesses, is not a guarantee against failure and requires periodic inspection.

## Tree and Shrub Fertilization/SoilCare

Your arborist will assess your property's overall soil conditions either through physical assessment or through soil testing and will recommend a soil management program to help the soil become a better medium to enable healthy plants to thrive or unhealthy plants to regain their vitality. SoilCare programs will include fertilizers, organic humates, fish emulsions and other organic soil conditioners.

Our advanced formula, Arbor Green PRO, works with nature to fertilize without burning delicate roots, building stronger root systems and healthier foliage. It contains no chlorides or nitrates. It is hydraulically injected into the root zone and the nutrients are gradually released over time. Research and experience shows the dramatic benefits Arbor Green PRO provides: greater resistance to insects and diseases, greater tolerance to drought stress, increased vitality, and healthier foliage.

## Tree and Shrub Plant Health Care

**PRESCRIPTION PEST MANAGEMENT:** Customized treatments to manage disease and insect problems specific to plant variety and area conditions. Due to the short term residual of available pesticides, repeat applications may be required.

**INSECT MANAGEMENT:** Inspection and treatment visits are scheduled at the proper time to achieve management of destructive pests. Pesticides are applied to label specifications.

**DISEASE MANAGEMENT:** Specific treatments designed to manage particular disease problems. Whether preventative or curative, the material used, the plant variety being treated, and the environmental conditions all dictate what treatment is needed.

EPA approved materials will be applied in accordance with State and Federal regulations.

## Lawn Care

**FERTILIZER AND MECHANICAL SERVICES:** Balanced fertilizer treatments applied throughout the growing season help provide greener turf color and denser root development. To help bring about a better response to these applications, we also provide aerification, lime, overseeding, and lawn renovation.

**WEED CONTROL AND PEST MANAGEMENT:** Broadleaf weed control is applied either as a broadcast or a spot treatment. Granular weed management may be broadcast. We also offer pre-emergent crabgrass management in the spring and, if needed, a postemergent application later in the year. Our surface insect management is timed to reduce chinch bugs, sod webworms, and billbugs. We also offer a grub management application. Disease management materials and treatments are matched to particular disease problems. This usually requires repeat applications.

## Other Terms and Contract Conditions

**INSURANCE:** Our employees are covered by Worker's Compensation. The company is insured for personal injury and property damage liability. Proof of insurance can be verified by requesting a copy of our Certificate of Insurance.

**WORKING WITH LIVING THINGS:** As trees and other plant life are living, changing organisms affected by factors beyond our control, no guarantee on tree, plant or general landscape safety, health or condition is expressed or implied and is disclaimed in this contract unless that guarantee is specifically stated in writing by the company. Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree or guarantee that a tree will be healthy or safe under all circumstances. Trees can be managed but not controlled. When elevated risk conditions in trees are observed and identified by our representatives and a contract has been signed to proceed with the remedial work we have recommended, we will make a reasonable effort to proceed with the job promptly. However, we will not assume liability for any accident, damage or injury that may occur on the ground or to any other object or structure prior to us beginning the work. Site inspections do not include internal or structural considerations unless so noted. Unless otherwise specified, tree assessment will not include investigations to determine a tree's structural integrity or stability. We may recommend a Risk Assessment be conducted for an additional charge.

**TREE CARE STANDARDS:** All work is to be performed in accordance with current American National Standards Institute (ANSI) Standard Practices for Tree Care Operations.

**OWNERSHIP OF TREES/PROPERTY:** Acceptance constitutes a representation and warranty that the trees and property referenced in this quote are either owned by the signee or that written permission has been received to work on trees which are not on the signee's property.

**TIME & MATERIAL (T&M):** Jobs performed on a T&M basis will be billed for the time on the job (not including lunch break), travel to and from the job, and materials used.

**BILLING & SALES TAX:** All amounts deposited with us will either be credited to your account or applied against any amounts currently due. Our invoices are due net 30 days from invoice date. Services may be delayed or cancelled due to outstanding account balances. Sales tax will be added as per local jurisdiction. Clients claiming any tax exempt status must submit a copy of their official exempt status form including their exemption number in order to waive the sales or capital improvement tax.

**PAYMENT:** We accept checks and credit cards. Credit card payments may be made online at our web site. Paying by check authorizes us to send the information from your check to your bank for payment.

**UNDERGROUND PROPERTY:** We are not responsible for any underground property unless we have been informed by you or the appropriate underground location agency.

**SCHEDULING:** Job scheduling is dependent upon weather conditions and work loads.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) **08/27/2020** Item 11D.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Marsh USA Inc. 200 Public Square, Suite 3760 Cleveland, OH 44114-1824 Attn: Cleveland.CertRequest@marsh.com	<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext):</b> <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b> The Davey Tree Expert Company 1500 N. Mantua Street Kent, OH 44240	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Old Republic Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
RESICA Cole	<b>NAIC #</b> 24147	

**COVERAGES** **CERTIFICATE NUMBER:** CLE-006375083-36 **REVISION NUMBER:** 12

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MWZY 314042 20	09/01/2020	09/01/2021	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MWTB 314041 20	09/01/2020	09/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	MWC 314040 20 (AOS)	09/01/2020	09/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000
A	<input type="checkbox"/> <b>EXCESS WORKERS COMPENSATION</b>			MWXS 314043 20 (CA, OH, PA, NC, WA) EXCESS OF \$5,000,000 SIR	09/01/2020	09/01/2021	WORKERS COMPENSATION STATUTORY EMPLOYERS LIABILITY 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Evidence of Insurance

## CERTIFICATE HOLDER

\*The Davey Tree Expert Company  
1500 N. Mantua Street  
Kent, OH 44240

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
of Marsh USA Inc.

Manashi Mukherjee

*Manashi Mukherjee*

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**ADDITIONAL REMARKS SCHEDULE**Page 2 of 2

AGENCY Marsh USA Inc.		NAMED INSURED The Davey Tree Expert Company 1500 N. Mantua Street Kent, OH 44240
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

**ADDITIONAL REMARKS****THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,****FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

Workers Compensation does not apply in MN. Coverage is obtained from Workers Compensation reinsurance association (W.C.R.A.) as required by the state. Minnesota Employers Liability is covered by policy number MWC 314040 20.



Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Give Form to the requester. Do not send to the IRS.**

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>THE DAVEY TREE EXPERT COMPANY</b>	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) <u>5</u>  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. <b>1500 NORTH MANTUA STREET</b>	Requester's name and address (optional)
	6 City, state, and ZIP code <b>KENT, OH 44240</b>	<b>REMIT TO: PO BOX 94532</b> <b>CLEVELAND, OH 44101-4532</b>
7 List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
3	4		0	1	7	6	1	1	0

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>J. Calca, Indirect Tax Mgr.</i>	Date ▶ <i>1/4/2021</i>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

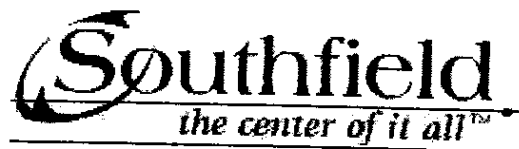
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



(248) 796-5150

**BUSINESS LICENSE**

THIS LICENSE IS NOT TRANSFERABLE OR  
ASSIGNABLE AND MUST BE POSTED IN A  
CONSPICUOUS PLACE AT THE LOCATION

Expiration Date :  
December 31, 2021

Issued Date :      License #  
January 25, 2021      BL 21-045

Name:      DAVEY TREE EXPERT CO

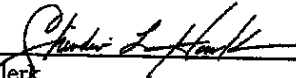
This license is not valid until signed  
and city seal is affixed

Address: 1500 N MANTUA ST  
KENT, OH 44240-2372

**TREE SERVICE**

DBA:      DAVEY TREE EXPERT CO

Address: 3381 LAPEER RD W  
AUBURN HILLS, MI 48326-1725

  
City Clerk

***"Global Business Center of Michigan"***





# SUMMARY OF QUALIFICATIONS

We are pleased to provide this SUMMARY OF QUALIFICATIONS for your review. We trust that it will be helpful to you in making wise decisions regarding your tree, shrub, and lawn care needs. The information presented here is designed to give you a better understanding of Davey; WHO we are; WHAT we do; and WHY you should entrust us with the care of your property.



## THE DAVEY STORY

The Davey Tree Expert Company was founded in 1880 and born from John Davey's passion for tree preservation. He believed that trees were an important part of the environment and should be preserved. In 1901, he published *The Tree Doctor*, a flagship volume that launched an industry, and explained his methods of tree preservation.

The company was officially incorporated on February 4, 1909, in the State of Ohio. John Davey's descendants led the company's growth through the 1970s. In 1979, ownership transferred to the company's employees. Today, thousands of employees own stock. Davey has residential, commercial, consulting and Utility services operations throughout the United States and Canada and employs over 10,000 people. Our employee-owners are dedicated to providing customers with our best, every day.

### OUR MISSION

We will provide the very best in tree, shrub and lawn care for all of our customers. We dedicate ourselves to exceeding customer expectations and providing the highest quality customer service measurable by customer retention and customer referral. We will provide maximum value for your landscape investment.

### PERSONNEL

#### Our People Make the Difference.

Employee training and development are among Davey's highest priorities. Our documented Career Development Program assures that our customers receive the most competent and professional services available. The Davey Institute, a cutting-edge research and development facility, located at our corporate headquarters in Kent, Ohio, conducts complete in-house training for selected field personnel. This training is directed by our staff of technical specialists, who are experts with postgraduate degrees in their respective scientific fields. In addition, comprehensive on-the-job training programs are used to ensure that our employees are skilled at applying the latest horticultural and arboricultural techniques.

*Resumes of the people who will service your account are available upon request.*

### TECHNICAL SUPPORT

#### We Set the Industry Standard.

Our field personnel are supported by The Davey Institute. The technical specialists who staff our cutting-edge research and development facility are experts in their respective horticultural disciplines.

The Davey Institute has extensive laboratory and classroom facilities. Institute experts provide technical support and training for our field operations throughout the U.S. and Canada. If an unusual technical problem arises, this group of highly trained specialists will find the solution.

In addition to providing our field operations with training and technical support, the Institute staff conducts applied horticultural research studies. Our scientists and technical advisors are nationally known for their research and contributions to the green industry.

### UNIFORMS

#### At Davey It's a Must.

We understand that our appearance reflects upon your image. You have chosen us to be a partner in helping you present a positive image. We believe that uniforms and a neat, professional appearance are a must. Many customers have told us that our professional appearance is important and makes them feel more secure.

### SAFETY

#### At Davey It's a Value.

Safety is of utmost concern to The Davey Tree Expert Company. From our Corporate Safety Staff to every manager, foreman and technician in the field, ongoing safety training takes place regularly. Regional safety trainers and local management play a direct role in ensuring all tasks are performed correctly and safely. This helps ensure our employees' safety as well as the people and properties we serve.

We are committed to safe and responsible operations, as evidenced by the fact that we implemented the tree care industry's first pre-employment drug and alcohol testing programs.

Our goal is to provide a safe and efficient work environment so that the services you need are completed on time and you are fully satisfied with the results.

All local, state, and federal programs (e.g.: OSHA, HazCom, ANSI standards, EPA, etc.) are adhered to as required by law.





## EQUIPMENT

### Being Prepared is Our Motto.

All Davey equipment is purchased and standardized through our Corporate Equipment Department in Kent, Ohio. This ensures that our field operations have the most efficient and up-to-date equipment available to get the job done. Rigorous safety and maintenance inspections are performed on an established schedule. If any piece of field equipment is deemed unsafe, it is immediately removed from operation until the problem is corrected.

In addition, our operators carry Commercial Driver's Licenses as required by Federal D.O.T. laws. You can rest assured that the equipment we use is appropriate for the job at hand.

## INSURANCE

### For Your Protection.

All Davey operations are covered by Workers' Compensation, General Liability, and Auto and Vehicle Liability coverages. Insurance certificates are gladly provided.

## PROFESSIONAL AFFILIATIONS

We are involved in and support many major industry groups.

- ISA: International Society of Arboriculture
- TCIA: Tree Care Industry Association
- ASCA: American Society of Consulting Arborists
- GCSAA: Golf Course Superintendents Association of America
- PGMS: Professional Grounds Management Society
- PLANET: Professional Landcare Network
- BOMA: Building Owners and Managers Association
- Many state organizations and local chapters in the green industry

## REFERENCES

We are proud of the long-standing relationships we've built with so many loyal customers and would be happy to provide reference contacts.

**Arlington National Cemetery**  
Arlington, VA

**Lockheed Martin Corporation**  
Gaithersburg, MD

**St. John's Golf Course**  
Northville, MI

**Princeton University**  
Princeton, NJ

**J.P. Morgan Chase**  
Columbus, OH

**Progressive Insurance**  
Mayfield, OH

**Smithsonian Institute**  
Washington, DC

**Federal Reserve System**  
Washington, DC; Richmond, VA

**St. John's Golf Course**  
Northville, MI

**Governor's Mansion**  
Richmond, VA; Annapolis, MD;  
Harrisburg, PA

**Oakmont Country Club**  
Pittsburgh, PA

**Hillwood Museum Gardens**  
Washington, DC

**City of Alexandria, VA**

**City of Richmond, VA**

**City of Philadelphia, PA**

**City of Pittsburgh, PA**

**Cincinnati Bell**  
Cincinnati, OH

**National Park Service**  
Washington, DC

## The Davey Tree Expert Company Biographical Summary

**Federal Tax Identification Number:** 34-0176110

**Dunn & Bradstreet Number:** 00-790-3180

**G.S.A. Contract Holder Numbers:** GS-21F-0060U / GS-10F-0615N

**Government Central Contractor's Registry Cage Number:** OVY39

**NAICS Codes:** 561730, 562910, 541320, 541370, 541618, 541620, 541690

**Company Accident Experience Modification Rate:** 0.87 (September 2009)

**Residential / Commercial Service Line Accident Experience Modification Rate:** 0.87  
(September 2009)

Prior Experience, Past Performance and Summary of Employee  
Qualifications are available upon request.



**Corporate Headquarters**  
1500 North Mantua Street  
Kent, Ohio 44240  
800.445.TREE

**[www.davey.com](http://www.davey.com)**

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A HERITAGE OF GOOD LIVING

## Dr. Sheryl L. Mitchell Theriot

### City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### COUNCIL COMMUNICATION:

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

**FR:** Sheryl Mitchell Theriot, City Administrator

**DA:** August 16, 2021

**RE:** City Administrator Report

### Administration

- **Power Outage** - Due to the recent severe storms, city hall has been without power since Wednesday evening. This required us to be closed to the public on Thursday and Friday. Current projections from DTE for restoration is Monday, August 16<sup>th</sup> at 11:30pm. A large number of residents are also without power.
- **Missing Agenda Items** – because of the inability to access documents stored on the server, the financial reports and council minutes are not included. They will be included on the next (September) meeting agenda packet.
- **Backup Generator** - We are in the process of obtaining quotes for a generator that can handle the entire building. Initial quotes have been in the 6 figure range.
- **Audit** – the audit is currently underway. The process has been impeded by the inability to retrieve information, with the computer, internet, and server being down.
- **Website** – the revision of the website is moving forward. The new site is in the “quality assessment” phase before going live
- **Homeserve – Water Service Line Program** – they will be sending out the Fall 2021 letters to homeowners not currently enrolled in the water coverage program. There is a partnership through the National League of Cities (NLC). The homeowner’s benefit amount is \$8,500 per service call. The cost for exterior water service line coverage only is \$6.59 per month of \$77.88/yearly. [Link](#)

### Clerk / Elections

- **General Election** - Tuesday, November 2, 2021
- **Staffing** – the clerk is working primarily remotely. Kelda is assisting in the office. Looking to bring in an Election Specialist to assist with the process through the November election
- **Absentee Ballots** – will be mailed Friday, October 29, 2021
- **Saturday Hours** – Clerk’s office will be open Saturday, October 30, 2021, from 7am-3pm for absentee voting
- **Charter Amendment** – the Governor and Attorney General’s Offices have approved the language and the question will be on the November ballot to move the budget presentation from April to May and the budget adoption from May to June
  - Shall the City of Lathrup Village Charter be amended to extend the budget presentation and adoption deadlines by one month, the new dates being the third Monday of May and the third Monday of June respectively. YES | NO
- **Official Candidate List** – the Oakland County Clerk/Election’s office lists 5 candidates for the full terms (3 seats – 2 highest get a 4-year term and the 3<sup>rd</sup> highest gets a 2-year term. And, 2 candidates for the partial term (ending 11/13/2023).

## Cannabis / Marijuana

- **Application Process and Scoring Matrix** – staff, the city attorney and city planner are working on the draft resolution to present to Council. The proposed timeframe is:
  - **September** – discussion of application process and scoring matrix
  - **October** – consideration of the resolution
  - **November** – 30-day period to accept applications
  - **December** – consideration/awarding of licenses

## Police

- **Traffic** – with construction and road closures in Southfield, there are increased patrols and the placement of the radar sign on Lincoln.
- **Michigan First Credit Union** – is planning to institute a “no mask policy” in September. They have requested police assistance should there be protestors on their property. Oakland County and Southfield have also been notified.
- **Bike Safety Rodeo** - LVPD participated in this community event held in Southfield with a number of organizations, providing bike helmets, bags and certificates of completion.

## Recreation

- **Chris Clough** – has announced that he will be pursuing his education and new career. His last day is August 30<sup>th</sup>.
- **Chris’ Going Away Party & Park Clean Up** – on Wednesday, August 25<sup>th</sup> from 5pm-8pm at Goldengate Park (Rainbow Drive and I-696). Bring work gloves and vegan treats!
- **Summer Concert – Charles & Gwen Scales** – is rescheduled to Wednesday, August 18<sup>th</sup> at 7pm in Municipal Park. In case of inclement weather, the concert planned to be held in the Community Room (if there is power!). Indoor attendance will be limited to 70 attendees.
- **LVTV is to livestream this concert!**
- **Staffing** – some of Chris’ responsibilities will be shifted to existing staff. In particular, looking to Cori in DDA to assume some of the special events. Initiated talks with the City of Southfield relative to programming.

## Sidewalk Project

- **Project Area** – Southfield Business Corridor, and residential area south of 11 Mile/I-696
- Scott Ringler held the pre-construction meeting on August 10
- Susie will be the Project Supervisor; Andy (Giffels) is the project engineer and will do some of the inspections. Rami will be monitoring the work and doing inspections.
- The horizontal saw cutting is scheduled to being the week of August 16<sup>th</sup>
- Sidewalk repair/replacement is to start August 30<sup>th</sup> and completed by end of October.
- Letters will be sent to residents with the final costs around October.
- Additional letters are being sent out to residents who may not have received the original notice.
- **Special Assessments** are being set up on BSA online to allow property owners to access information and may payments for sidewalks and special assessments online.
- **Payment Plans** – the Sidewalk Replacement Program has a two (2) year payment plan, due annually on December 1<sup>st</sup>. There is an annual \$50 administrative fee

## Planning & DDA

- **Planning Commission Meeting** – August 17<sup>th</sup> is cancelled due to no action actions
- **DDA Meeting** – August 17<sup>th</sup> is cancelled due to no action actions
- **Redevelopment Ready Community (RRC)** – have received certification through to 11/30/2023, which coincides with the 5-year Master Plan cycle



## SOCWA

- **America's Water Infrastructure Act (AWIA)** required the development of an Emergency Response Plan (ERP). We contracted through SOCWA with Hubbell, Roth & Clark to prepare and submit the ERP to the US EPA. The plan provides strategies for our water system to improve resilience, including the physical security and cybersecurity of the system. The certification is required to be completed by 12/31/2021 and updated every 5 years.

## SOCRRA

- **2022-2023 Collection Dates** – have been approved. The holidays that do not fall on Monday have caused some confusion for residents. This information will be shared on the website and Winter Your Town. [Link](#)

## Construction Updates

- **11 Mile/I 696 Hump** – the large hump on the service drive has been leveled
- **Santa Barbara** - ASI is removing traffic controls as soon as possible. They called in to their sub today. Restoring all areas with topsoil and hydroseed (no sod). Anticipate everything except landscaping to be completed 3<sup>rd</sup> week of August and landscaping to take place in mid-September.
- **Lathrup Village proposed work for the week of 08/16/2021:**
- **Roads**
  - Week of 8/9 Update - ASI completed removals at the Cambridge alley approach, the 11 Mile bump grinding, and began working on punch list items for Santa Barbara, Sunnybrook, and Cambridge.
  - Week of 8/16 – ASI plans to pour the Cambridge alley approach.
  - Remaining Work – There are punch list items, irrigation repairs, landscape restoration, and culvert cleaning remaining.
- **Exterior Excavation**
  - Week of 8/9 update – Sunde Services did not complete any excavations due to miss dig not staking any utilities.
  - Week of 8/16 – Sunde Services will continue pending staking requests and weather.
- **Hydrants**
  - Week of 8/9 update – 4 hydrants were completed.
  - Week of 8/16 – 16 hydrants are ordered. Sunde will resume installation pending delivery and ground conditions.
- **Gate Valves**
  - Week of 8/9 update – Sunde Services continued work on Phase 2 gate valves.
  - Week of 8/16 – Sunde Services will continue work on Phase 2 gate valves.
- **San Rosa and Wiltshire Water Main**
  - Week of 8/9 update – Sunde Services sawcut water main pavement areas.
  - Week of 8/16 – Sunde Services will begin the water main work.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
OFFICE OF THE GOVERNOR  
LANSING

GARLIN GILCHRIST II  
LT. GOVERNOR

August 6, 2021

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

Re: **Proposed Charter Amendment to Sections 8.2 and 8.5- City of  
Lathrup Village**

Dear Ms. Talley,

I am responding to the request for approval of a proposed charter amendment for the City of Lathrup Village. The resolution proposing this amendment was adopted by the Lathrup Village City Council at its meeting held on June 21, 2021. Based on the review by the Attorney General's Office, I am notifying you that I approve the proposed amendment pursuant to the Home Rule City Act, 1909 PA 279, MCL 117.1 *et. seq.*, for submission to the voters at the election to be held on November 2, 2021.

Please contact my office if you have any questions or concerns.

Sincerely,

Gretchen Whitmer  
Governor

c: George M. Elworth, Assistant Attorney General