



City Council Regular Meeting

Monday, April 15, 2024 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett
2. **Roll Call**
3. **Approval of Agenda**
4. **Pledge of Allegiance**
5. **Presentations**
 - A. Lathrup Village Police Department Accreditation
 - B. New Staff Introductions
6. **Zoning Board of Appeals**
7. **Public Comment for Items on the Agenda** (speakers are limited to 3 minutes)
8. **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
 - i. March 18, 2024 - Study Session
 - ii. March 18, 2024 - Regular City Council
 - B. Police Department Monthly Reports
 - C. Building Department Reports
 - D. Disbursement Report
 - E. Request to Set the Fiscal Year 2024-2025 Budget Public Hearing
9. **Public Hearings**

A. Delinquent Water & Sewer Billing Special Assessments

10. Action Requests - For Consideration / Approval

A. Request to Adopt Special Assessment Roll 2024-02 - Outstanding Water/Sewer Bills

B. Request to Confirm City Clerk Appointment

C. Request to Adopt Arbor Day Proclamation

D. Request to Adopt Resolution 2024-04 - Protect MI Kids Tobacco Legislation

E. Request to Adopt Resolution 2024-05 - Decertification of Local Street

F. Request to Approve Cost Participation Agreement - Southfield Road

G. Request to Set 2024 City-Wide Garage Sale Dates & Waive Fees

H. Request to Approve Maner Costerisan as City Auditor

I. Request to Approve Lexipol Grant Assistance Services

J. Request to Approve the Oakland County Tactical Consortium Agreement

K. First Reading - Request to Amend Ordinance Chapter 10 - Animals, Article IV. Pet Acquisition

L. Request to Approve Planning Commissioner Appointment

M. Request to Approve Historic District Commission (HDC) Appointments

11. City Administrator Report

12. City Attorney Report

13. Reports of Boards, Commissions, and Committees

A. Downtown Development Authority

B. Planning Commission

C. Parks & Recreation

D. Tree Committee

14. Unfinished / New Business

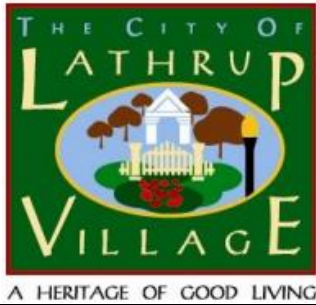
15. Public Comment (speakers are limited to 3 minutes)

16. Mayor and Council Comments

17. Adjourn

ADDRESSING THE CITY COUNCIL

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



City Council Study Session

Monday, March 18, at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

DRAFT MINUTES

1. **Call to Order** by Mayor Garrett at 6:00 PM

2. **Discussion Items**

A. Grant Writing Contractor

City Administrator Greene gave an overview of Lexipol and the grant assistance programs they offer. After a brief discussion, there was consensus for City Administrator Greene to move forward with developing a contract for presentation to the City Council pending a reference check.

B. Pet Store Sales

Attorney Baker shared a draft ordinance with the City Council regarding the pet acquisition ordinance and the limits it would place on pet stores regarding the sale of specific animals. Consensus among the Council to finalize the draft ordinance.

C. Statutory Revenue Sharing Reform

Councilmember Hammond discussed the proposed resolution that was up for consideration during the March 18 City Council Regular Meeting.

D. Oakland County Multi-Jurisdictional Hazard Mitigation Plan

City Administrator Greene presented a brief overview of the hazard mitigation plan and the need to approve the updated resolution.

E. Ferguson Water Meter Tower – Installation

City Administrator Greene gave a brief update on the proposed DES Electric project based on feedback from Attorney Baker.

F. Dispatch Contract

City Administrator Greene discussed the dispatch contract and how the City is currently operating without active contact via the City and Southfield's files. Councilmember Kantor asked about contracting dispatch to another unit. CA Greene mentioned it would be something we could explore in the future, but he would rather be under a current contract before beginning to explore other options.

G. Charge EV – Charging Stations

City Administrator Greene provides an overview of Charge EV and their Charging Station program. Councilmember Hammond & Mayor Pro-Tem Kantor requested CA Greene inform Charge EV of our charging station ordinances.

H. As-Needed Landscape Services

CA Greene discussed the as-needed landscaping services that were on the regular meeting agenda and the portion the General Government would cover versus the DDA.

I. Mid-Year Budget Amendments

CA Greene reviewed the proposed mid-year budget amendments that were up for consideration.

3. **Public Comments**

Robin Roberts – HDC Vice-Chair – Regarding the Ferguson Tower next to City Hall and HDC inclusion in the process.

- Attorney Baker – follow-up on the HDC committee is needed to ensure board seats are filled and the body meets their requirements. Presented information on land regulation ordinances and their implication on City governments.

Johnathan – Infrastructure Committee.

Carol Green – EV Charging Stations and requirements for the City; Ferguson Tower Installation

4. **Mayor and Council Comments**

Mayor Garrett

- Advertisement for HDC openings.

Bruce Kantor

- Ordinance in place for EV charging in place.
- Ferguson Tower monies were planned for water/sewer funds
- Infrastructure Study Group did exist 4-5 years ago. The group was disbanded once two large projects were completed.
- Council Rules & Procedures proposal.
- Facility Rental Agreement

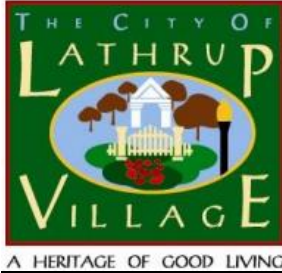
Dalton Barksdale

- Would like to include HDC in the tower project.
- Apologized to the public for the delay in getting back to residents.

Jason Hammond

- Would like to include HDC in the tower project.

5. **Adjourn at 7:07 PM**



City Council Regular Meeting

Monday, March 18, 2024, at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

DRAFT MINUTES

1. **Call to Order** by Mayor Garrett at 7:30 PM
2. **Roll Call**

Present: Mayor Garrett, Mayor Pro-Tem Kantor, Councilmembers Barksdale, Jennings, and Hammond

Also Present: Administrator Greene and Attorney Baker

3. **Pledge of Allegiance**
4. **Approval of Agenda**

Moved Mayor Pro-Tem Kantor, seconded by Councilmember Hammond to approve the agenda with the addition of Item K – Council Rules & Order of Procedures.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond

No: N/A

Motion Carried

5. **Presentations**

A. AT&T Customer Services Presentation

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

Don – City Council Goals Prioritization

Robin Roberts – On behalf of the HDC. Changes to the HDC district grounds are subject to review.

Carol Greene – Room rental/fundraising events; Meter Tower

Jon Tara – Request to table Meter Tower for further review.

7. **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

- i. City Council Regular Meeting 2-26-24
- ii. City Council Study Session 3-4-24
- B. Police Department Monthly Reports
- C. Building Department Reports
- D. Disbursement Report

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Barksdale to approve the consent agenda.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond

No: N/A

Motion Carried

8. Public Hearings

9. Action Requests - For Consideration / Approval

A. Request to Adopt Resolution 2024-02 – Supporting Statutory Revenue Sharing Reform

Moved by Councilmember Hammond, seconded by Councilmember Jennings to adopt resolution #2024-02 as presented.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond

No: N/A

Motion Carried

B. Request to Adopt Resolution 2024-03 – Oakland County Multi-Jurisdictional Hazard Mitigation Plan

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Hammond to adopt resolution #2024-03 as presented.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond

No: N/A

Motion Carried

C. Request to Set Public Hearing for April 15, 2024 – Outstanding Water/Sewer Bills – Special Assessment Roll 2024-02

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Barksdale to adopt the Special Assessment resolution and set the Public Hearing for Special Assessments for April 15, 2024, at 7:30 PM.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond
No: N/A
Motion Carried

D. Request to Approve DES Electric Lathrup Village Antenna Replacement Proposal

Mayor Pro-Tem Kantor moved to un-table, seconded Councilmember Hammond.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

Moved by Mayor Pro-Tem Kantor seconded by Council Member Hammond to waive the bidding process due to compatibility with existing equipment and approve DES Electric for Lathrup Village Antenna Replacement Services and recommend the City Administration seek HDC approval.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

E. Request to Approve Dispatch Services Contract with the City of Southfield

Moved by Council Member Hammond, seconded by Mayor Pro-Tem Kantor to approve entering into a Dispatch Services Agreement with the City of Southfield for terms ending June 30, 2025, which could be extended for an additional one (1) year through June 30, 2026, with a 5% cost increase each year and authorize the City Administrator and City Attorney to finalize.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

F. Request to Approve Charge EV, LLC Charging Station Agreement

Moved by Mayor Pro-Tem Kantor, seconded by Council Member Hammond to approve the Charge EV, LLC Charging Station Agreement as presented.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

G. Request to Approve as Needed Lawn Service Contract with Paradise Garden Landscaping, Inc.

Moved by Council Member Hammond, seconded by Council Member Barksdale to approve residential/commercial nuisance cuts and City right of way (ROW) landscape restoration contract to Paradise Garden Landscaping, Inc., and approve a fee of unit cost plus 10% for each nuisance cut.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

H. Request to Approve FY 2025 City Council Goals

Moved by Council Member Hammond, seconded by Mayor Pro-Tem Kantor to approve the fiscal year 2024/2025 City Council Goals & Performance Measures.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

I. Request to Approve Facility Rental Agreement and Fees

Moved by Mayor Pro-Tem Kantor, seconded by Council Member Hammond to approve the Facility Rental Application and recommended fees as presented.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

J. Request to Approve FY 2024 Budget Amendments

Moved by Council Member Hammond, seconded by Mayor Pro-Tem Kantor to approve the fiscal year 2023/2024 mid-year budget amendments as presented.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

K. Request to Approve Council Rules & Order of Procedures

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Hammond, to approve the Council Rules & Order of Procedures update as discussed during the study session.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:
No: N/A
Motion Carried

10. City Administrator Report

City Administrator Greene announced that the City’s new Finance Director, Michelle Townsend, has officially started as of March 18, 2024; and we extended a job offer, which was accepted, to a new Code Enforcement officer and their anticipated start date is April 1, 2024.

Congresswoman Talib announced that the Lathrup Village water main project, worth \$900+ thousand was included in the Congresswoman’s Congressional Directed Spending request for Fiscal Year 2024.

11. City Attorney Report

N/A

12. Reports of Boards, Commissions, and Committees

Councilmember Barksdale – P&R Committee is hosting the Village Egg-stravaganza on March 23, 2024.

Councilmember Hammond – Planning Commission Meeting on March 19, 2024 – CIP Review.

Mayor Garrett – Tree Committee is meeting on March 19, 2024.

13. Unfinished / New Business

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

Rick Wisz – V2 versus V4 Water Meter Transmitters; Facility Rental Agreement Usage of Parks

Jon Tara – 2022 CIP & Storm sewers maintenance

Carol Greene – Watermain grant money and coordination with Southfield Road

Autumn Sousanis – Infrastructure Report and Water Meter Transmitters

15. Mayor and Council Comments

Mayor Garrett

-Thank you to Congresswoman Tlaib for including the City water main project in the Congressional Directed Spending request.

Mayor Pro-Tem Kantor

- V4 Transmitters can be updated without updating meters.
- Culvert Maintenance and addressing those outstanding issues.
- No official newsletter is being mailed to residents. The official newsletter is E-Newsletter.
- Response to residents regarding the revenue & expenditure report.
- Office Hours on March 20, 2024.
- Kingsberry Family Condolences
- Egg-stravaganza March 23, 2024

Councilmember Hammond

- 2023 CIP located on Planning Commission Page
- CIP Budget numbers are estimates
- Numbers in the Water Meter report are based on infrastructure we do not currently own.
- Coordinate City projects with County projects.

Councilmember Barksdale

- Egg-stravaganza, March 23, 2024
- Usage of parks is allowed by the public but reserved events have rights to their reservation.

16. Request to meet in closed session as permitted by State Statue MCLA 15.268, Sec. 8(h) to consider material exempt from discussion or disclosure by state or federal statute.

Moved by Mayor Pro-Tem Kantor, seconded by Hammond to enter closed session at 8:46 PM

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:

No: N/A

Motion Carried

Moved by Mayor Pro-Tem Kantor, seconded by Council Member Hammond to close the closed meeting, and re-enter the regular meeting at 9:00 PM.

Yes: Garrett, Kantor, Jennings, Barksdale, Hammond:

No: N/A

Motion Carried

17. Adjourn

Moved by Mayor Pro-Tem Kantor, seconded by Council Member Hammond to adjourn the meeting at 9:01 PM.

City of Lathrup Village Police Department - Monthly Activity Summary

March 2024

03/01/2024 24-03231 Suspicious Circumstance

A motorist reported that a man driving next to her was screaming racial slurs and threatening her because she was Arabic. She produced a video of the incident. Officers contacted the man responsible and interviewed him. The victim is considering whether or not she wishes to pursue charges.

03/03/2024 24-03294 DWLS Arrest

An Officer initiated a traffic stop for a possible reckless driving violation. It was determined that the driver had a suspended driver's license. They were cited and released on scene for misdemeanor DWLS. The vehicle was turned over to a licensed driver.

03/04/2024 24-03394 Felony Arrest Warrant

An Officer stopped a vehicle after it was observed acting suspiciously and attempting to avoid the Officer. It was determined that the driver had a felony warrant out of Wayne County for OWI causing serious injury. They were arrested and transferred to the WCSO.

03/05/2024 24-03422 Fraud

A citizen reported that his bank account had been compromised after a suspect posing as a bank employee convinced him to give them sensitive banking passcodes associated with the account. This is part of an ongoing investigation that Officers subsequently made an arrest on.

03/05/2024 24-03424 Fraud

A citizen reported that his bank account had been compromised after a suspect posing as a bank employee convinced him to give them sensitive banking passcodes associated with the account. This is part of an ongoing investigation that Officers subsequently made an arrest on.

03/06/2024 24-03453 DWLS Arrest

An Officer initiated a traffic stop for a red-light violation. It was determined that the driver had a suspended driver's license. They were cited and released on scene for misdemeanor DWLS. The vehicle was turned over to a licensed driver.

03/07/2024 24-03544 DWLS Arrest

An Officer initiated a traffic stop for an expired plate violation. It was determined that the driver had a suspended driver's license. They were cited and released on scene for misdemeanor DWLS. The vehicle was impounded for not having insurance.

03/08/2024 24-03550 Felony Fraud Arrest

Officers were working surveillance at a local bank, attempting to locate a group of suspects who have been responsible for over \$500,000.00 worth of fraud of numerous bank members. One of the suspects arrived, and after a foot chase and a short struggle, the man was taken into custody by Officers. He was processed at Berkley PD and arraigned.

03/08/2024 24-03560 Found Property

An anonymous person turned in a found wallet. The owner of the wallet was contacted and notified. The wallet was placed in property until it was picked up.

03/09/2024 24-03596 Family Trouble

Officer were called to a domestic situation which was occurring in a vehicle in a parking lot. Officers spoke to both parties and discovered the argument was verbal only. No action was taken.

03/11/2024 24-03664 Fraud

A citizen reported that her savings account had been compromised when a suspect posing as a bank employee called her and convinced her to provide him with account information. Suspects were identified by Officers through surveillance video and the investigation is ongoing.

03/11/2024 24-03689 Assist other Law Enforcement Agency / Stabbing

LVPD Officers assisted Southfield PD with a large fight / stabbing at a local bar. Their assistance was requested due to manpower issues. A security guard at the bar suffered a severe laceration across the side of his face.

03/12/2024 24-03722 Suspicious Person

A resident reported that a man was seen driving a bike past her and her neighbors' driveways multiple times and getting off the back to look down the driveways and behind the homes. She believed he may have been casing the homes and requested extra patrols.

03/13/2024 24-03799 Unregistered Vehicle

An Officer located a stalled and blocking vehicle which was unregistered. While on scene, a woman walked to the vehicle with a gas can. She was unable to provide any proof of ownership to the vehicle. The vehicle was impounded until proof could be provided.

03/14/2024 24-03829 DWLS Arrest

An Officer took a report of a delayed vehicle accident. One of the drivers was not present and the reporting driver believed that he did not have a driver's license. After further investigation, the Officer spoke with the man, verified he did not have a license and mailed him a misdemeanor citation for DWLS.

03/14/2024 24-03845 Indecent Exposure

Officers took a report of a man exposing himself to a female worker at a local medical clinic. The case is currently being investigated.

03/15/2024 24-03855 Hospice Death

A 74-year-old female was found deceased in her home by her hospice nurse. Officers investigated the scene and found no signs of foul play. The necessary paperwork was completed and the ME released the deceased to the family.

03/15/2024 24-03856 DWLS Arrest

An Officer initiated a traffic stop for an expired plate violation. It was determined that the driver had a suspended drivers license. They were cited and released on scene for misdemeanor DWLS. The vehicle was turned over to a licensed driver.

03/15/2024 24-03874 Trespass

Officers were called to a local retail store when a clerk noticed a man shopping who had previously stolen from them. No crime had occurred this day, but the man was trespassed from the property and left without incident.

03/17/2024 24-03969 Obstruct Police

An Officer identified a subject who exited a vehicle at a local gas station as a man who had multiple felony warrants out of Southfield PD. When the man exited the building, the Officer attempted to make contact. The man then fled on foot. The Officer chased the man until the Officer fell and struck his head, causing a laceration. Other Officers in the area were able to locate the man and take him into custody. He was turned over to Southfield PD. LVPD will be seeking charges for obstructing police, causing injury.

03/18/2024 24-04001 Flee and Elude

An Officer located a vehicle which had a stolen license plate attached to it. Upon attempting to stop the vehicle, it fled. Officers briefly chased the vehicle until it was determined that it was too dangerous, after it ran a red-light intersection. After LVPD Officers terminated the pursuit, Southfield Officers located the vehicle and pursued it until their chase was terminated as well.

03/19/2024 24-04027 Identity Theft

A resident reported that an unknown suspect purchased a cellphone with her information. The company who sold the phone would release the resident of the financial obligation with a police report. The incident was documented.

03/19/2024 24-04043 Obstruct Police

An Officer initiated a traffic stop on a vehicle for an expired plate violation. After an investigation, it was determined that the passenger of the vehicle gave a false name to the Officer. The subject was identified and found to have an OWI warrant out of Troy PD. Troy did not want to pick up the subject but they were issued a misdemeanor citation for Obstructing Police.

03/19/2024 24-04049 Intimidation / Threats

A resident reported that he had received a death threat from a man who was the husband of a woman with which the reporting party had an affair. The incident is currently being investigated.

03/20/2024 24-04075 Assist other Government Agency

Officers received a complaint from Child Protective Services about an alleged sexual assault of a minor who lived in the city. It was determined that the assault occurred in Royal Oak Township. The Michigan State Police were advised and took over the case.

03/20/2024 24-04101 DWLS Arrest

An Officer initiated a traffic stop for a stop sign violation. It was determined that the driver had a suspended driver's license. They were cited and released on scene for misdemeanor DWLS. The vehicle was turned over to a licensed driver.

03/21/2024 24-04138 Customer Trouble

Officers were called to a local retail business when a known thief was seen in the store. The business wanted the suspect trespasses. The suspect left prior to the Officers arrival.

03/21/2024 24-04143 Recovered Stolen Vehicle

An Officer located a stolen U-Haul truck travelling through the city. He conducted a felony stop on the vehicle and detained its occupants. It was determined that the occupants were not aware that the vehicle was stolen. It was recovered and the owner was notified of its location.

03/22/2024 24-04198 Fraud

A resident reported that his EBT card was fraudulently used. He cancelled the card with the State of Michigan, but needed a police report in order to be issued a new card.

03/23/2024 24-04255 Impound Abandoned Vehicle

An Officer impounded an abandoned vehicle which had been previously issued a 48-hour tag. The vehicle was abandoned in a parking lot of a local business.

03/25/2024 24-04350 MDOP

A citizen reported that his vehicle was "keyed" while dining at a local restaurant. He was unsure who may have done it and the surveillance cameras did not cover the area of the parking lot where his vehicle was parked.

03/27/2024 24-04449 Assist Other Law Enforcement Agency

An LVPD Officer located a vehicle driven by multiple offenders who had just stolen \$2000 in merchandise from the Southfield Target store. The Officer assisted SPD in stopping the vehicle and transporting some of the 8 subjects who were subsequently arrested.

03/28/2024 24-04497 Suspicious Circumstance

A resident reported that she discovered her wallet missing from her purse when she received a text message from her credit card company about a suspicious purchase attempt. She was unsure where the wallet was lost or stolen.

03/29/2024 24-04531 Suspicious Circumstance

While investigating a custody dispute with a local resident, an Officer was shown a text message from the other party involved. The text message indicated that the person was going to commit suicide. Officers located the man in Livonia and sent Livonia Police to speak with the him.

03/31/2024 24-04618 Misdemeanor Arrest Warrant

An Officer went to the Detroit Detention Center to take custody of a subject with an outstanding LVPD misdemeanor warrant. They were brought to Berkley PD where they were processed and posted bond. They were released with a court date.

03/31/2024 24-04625 OWI Arrest

An Officer stopped a vehicle after it was seen leaving a resident's driveway, after that resident called LVPD, stating it did not know the person in the vehicle. After a thorough investigation, the driver of the vehicle was arrested for operating under the influence of alcohol. The driver had 3 previous OWI arrests. A blood draw was taken and the subject was released pending issuance of a warrant.

2024 RUN TOTALS

Item 8B.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	119	111	144										374
ROBERTS	177	170	150										497
McNEILL	252	308	166										726
HUSTON	88	118	65										271
HUTSON	310	305	267										882
GIJSBERS	168	121	138										427
CHICKENSKY	172	91	152										415
FISHER	162	198	118										478
STAJICH	200	167	157										524
LAWRENCE	31	50	64										145
BUTTON	10	4	59										73
													4812

DATE	EVENT	WHO PARTICIPATED	ACTIONS
3/1/2024	Investigative Skills 1 & 2	officers	training
3/5/2024	Music Festival Planning committee	Zang	
3/6/2024	MSP Crime Dashboard meeting	Zang	
3/7/2024	SEMACP	McKee/Zang	monthly meeting
3/11/2024	Election Security webinar	Zang	
3/12/2024	Financial Crimes Training by the FBI	Roberts	training
3/13/2024	OCACP	McKee/Zang	monthly meeting
3/14/2024	Clemis strategic planning meeting	McKee	monthly meeting
3/18/2024	city door lock repair	Zang	
3/20/2024	Emotional and psychological disorders	officers	training
3/20/2024	first responder resilience training	Zang	OCSD
3/22/2024	radio drop off for auction	McKee/Zang	
3/25/2024	Drunk & Drugged Driving: A cop Friendly way to investigate	Fisher/Gijsbers	training
3/28/2024	OakTac meeting	Zang	monthly meeting
weekly	Mrs. Blair	Roberts	check on adopt a senior member
weekly	Mrs. Bloom	Gijsbers	check on adopt a senior member
weekly	Mr. Davis	Fisher	check on adopt a senior member
weekly	Mrs. McReynolds	Gijsbers	check on adopt a senior member
weekly	Mrs. Egan	Knoll	Mrs. Egan gets weekly phone calls, she needs assistance with getting her trash wheeled out.
weekly	Mrs. Brady	McNeill	check on adopt a senior member
weekly	Mrs. Rasmussen	Knoll	Mrs. Rasmussen gets a weekly phone call to check on her.

MARCH 2024 WARNING VIOLATIONS

Item 8B.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	24LV00480	3/2/2024	SOUTHFIELD	MI	SOUTHFIELD	12 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	GIJ
2	24LV00490	3/3/2024	CLINTON TOWNSHIP	MI	11 MILE ROAD	SOUTHFIELD	IMPROPER TURN	BUT
3	24LV00495	3/3/2024	LATHRUP VILLAGE	MI	11 MILE ROAD	LATHRUP	DISOBEY TRAFFIC CONTROL DEVICE	CHI
4	24LV00514	3/6/2024	DETROIT	MI	11 MILE ROAD	SOUTHFIELD	IMPROPER TURN	ROB
5	24LV00515	3/6/2024	SOUTHFIELD	MI	EVERGREEN	11 MILE ROAD	EXPIRED PLATES	GIJ
6	24LV00520	3/6/2024	ROYAL OAK	MI	SOUTHFIELD	11 MILE ROAD	PROHIBITED TURN	HUT
7	24LV00523	3/7/2024	REDFORD	MI	11 MILE ROAD	SOUTHFIELD	IMPROPER TURN	TAC
8	24LV00540	3/9/2024	EAST LANSING	MI	SOUTHFIELD	12 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
9	24LV00564	3/13/2024	WEST BLOOMFIELD	MI	SOUTHFIELD	CALIFORNIA	HOLDING MOBILE DEVICE WHILE DRIVE	MCN
10	24LV00570	3/14/2024	DEARBORN	MI	LATHRUP	11 MILE ROAD	DISOBEY STOP SIGN	FIS
11	24LV00582	3/16/2024	CLAWSON	MI	11 MILE ROAD	SOUTHFIELD	FAILED TO YIELD RIGHT OF WAY	BUT
12	24LV00601	3/19/2024	LATHRUP VILLAGE	MI	11 MILE ROAD	RED RIVER	DISOBEY STOP SIGN	ROB
13	24LV00604	3/19/2024	SOUTHFIELD	MI	11 MILE ROAD	LATHRUP	DISOBEY STOP SIGN	FIS
14	24LV00609	3/20/2024	SOUTHFIELD	MI	SOUTHFIELD	12 MILE ROAD	EXPIRED PLATES	FIS
15	24LV00617	3/21/2024	LATHRUP VILLAGE	MI	SOUTHFIELD	11 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
16	24LV00619	3/21/2024	LATHRUP VILLAGE	MI	SOUTHFIELD	MARGATE	ILLEGAL U-TURN	MCN
17	24LV00630	3/22/2024	DETROIT	MI	11 MILE ROAD	SOUTHFIELD	PROHIBITED TURN	GIJ
18	24LV00633	3/23/2024	BLOOMFIELD HILLS	MI	SOUTHFIELD	11 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
19	24LV00635	3/23/2024	SOUTHFIELD	MI	SOUTHFIELD	11 MILE ROAD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
20	24LV00646	3/26/2024	OAK PARK	MI	11 MILE ROAD	SOUTHFIELD	IMPROPER TURN	ROB
21	24LV00661	3/28/2024	LATHRUP VILLAGE	MI	RAINBOW	MEADOWBROOK	IMPROPER TURN	MCN
22								
23								
24								
25								
26								
27								

2024 TICKET TOTALS

Item 8B.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	1	14	16										31
Tackett warning	0	6	7										
ROBERTS	19	22	13										54
Roberts warnings	7	7	6										
McNEILL	49	70	24										143
McNeill warnings	6	6	4										
HUSTON	14	20	12										46
Huston warnings	4	8	1										
HUTSON	21	40	24										85
Hutson warnings	8	10	6										
GIJSBERS	68	78	52										198
Gijsbers warnings	14	12	6										
CHICKENSKY	27	15	31										73
Chickensky warnings	0	1	1										
FISHER	16	42	37										95
Fisher warnings	1	5	6										
STAJICH	23	35	27										85
Stajich warnings	0	0	0										
LAWRENCE	4	7	7										18
Lawrence warnings	0	0	0										
BUTTON	0	0	7										7
Button warnings	1	0	4										
													835

ALARM SUMMARY FOR MARCH 2024

3	burglar alarms	(C3902)	(March 1 – March 31)
9	false alarms	(L5060)	(March 1 – March 31)

All alarms were considered false or operator error

of these alarms were un-registered

- 0 commercial
- 2 residential

Letters will be sent to all unregistered alarms requesting they register their alarms.

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB240008	Ahluwalia, Maninder	18441 ROSELAND BLVD	\$155.00	\$0
Work Description: NEW DECK				
PB240012	FLANNERY, ROBERT	18614 BUNGALOW DR	\$370.00	\$0
Work Description: Strip shingles and re-roof. Replace boards as needed.0				
PB240014	DORIS, DIONTE	28010 WOODWORTH WAY	\$130.00	\$0
Work Description: Interior waterproofing with 135 LNFT of basement gutter and 1 pump				
PB240017	STRODL TRUSTEE, NANCY E	28012 ELDORADO PL	\$370.00	\$0
Work Description: Strip and reshingle house and garage.				
PB240024	DAVID ARTHUR GREENE & CA	28230 LATHRUP BLVD	\$25.00	\$0
Work Description: DUMPSTER PERMIT				
PB240033	JAGGED FORK	28601 SOUTHFIELD RD	\$195.00	\$0
Work Description: INSTALL 87 LFT TRIPLE TRIDENT DRAINAGE TIE INTO STORM ON GRASS.				
PB240034	LACEY, THEOPOLIS	28100 GOLDENGATE E DR	\$369.00	\$0
Work Description: INSTALL QTY 20 STEAL 6X6 BEAMS				
PB240035	JOHNSON, DARLENE PENNINGTON	18794 W GLENWOOD BLVD	\$210.00	\$0
Work Description: 1 WINDOW REPLACEMENT. SAME FOR SAME.				
PB240036	BYRD, SYBRA A	18536 SAN JOSE BLVD	\$250.00	\$0
Work Description: Full roof replacement for house and garage				

Total Permits For Type: 9

Total Fees For Type: \$2,074.00

Total Const. Value For Type: \$0

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE240018	DAVID ARTHUR GREENE & CA	28230 LATHRUP BLVD	\$205.00	\$0
Work Description: Moving Washer and Dryer to Upstairs and updating other Electrical in bathroom				
PE240019	MEADOWS, MARK A	18880 MIDDLESEX AVE	\$160.00	\$0
Work Description: Install standby generator				

Total Permits For Type: 2
Total Fees For Type: \$365.00
Total Const. Value For Type: \$0

Fence

Permit #	Contractor	Job Address	Fee Total	Const. Value
PF240003	CASON, DIMITRI D	18755 LACROSSE AVE	\$160.00	\$0
Work Description: INSTALLATION OF 4FT ORNAMENTAL METAL FENCE. PLEASE SEE PLANS.				

Total Permits For Type: 1
Total Fees For Type: \$160.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM240015	Gasso Group Company LLC	28851 SOUTHFIELD RD	\$330.00	\$0
Work Description: Pyrochem System Modification/Installation				
PM240016	MEADOWS, MARK A	18880 MIDDLESEX AVE	\$160.00	\$0
Work Description: Install standby generator				
PM240017	SWAYZE, MICHAEL B	26621 LATHRUP BLVD	\$240.00	\$0
Work Description: Install AC and Furnace: Install 100,000 BTU 96% 2 stage furnace Install 3 ton 17 seer 410a AC Install tankless water heater: Provide and install new Navien 240-a2 tankless water heater Install new service kit Install new 3/4 gas line to unit Install new gas valve Install new venting either through chimney or side wall if able Install new fresh air intake Install new condensate neutralizer with pump and discharge Install new navi circ kit				
PM240018	JACKSON, CRAIG	18805 W GLENWOOD BLVD	\$190.00	\$0
Work Description: furnace and a/c replacement				
PM240020	MILTON, WAYNE	28060 ELDORADO PL	\$140.00	\$0
Work Description: Furnace Replacement.				
PM240022	HOSKINS, VERONICA	28280 ELDORADO PL	\$180.00	\$0
Work Description: furnace and humidifier replacement				

Total Permits For Type: 6
Total Fees For Type: \$1,240.00
Total Const. Value For Type: \$0

Outside Refuse Container

Permit #	Contractor	Job Address	Fee Total	Const. Value
PORC-240003	JOHNSON, DARLENE PENNING	18794 W GLENWOOD BLVD	\$25.00	\$0
Work Description: Dumpster Permit				

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

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP240013	DAVID ARTHUR GREENE & CA	28230 LATHRUP BLVD	\$180.00	\$0
Work Description: Moving Laundry from Basement to First Floor and updating Bathroom				
PP240014	SLOSS, VICTOR D	28420 ELDORADO PL	\$140.00	\$0
Work Description: DIG IN BACKYARD TO REPLACE AND REPAIR SMALL PART OF DRAIN				
CONTRACTOR STATES THEY WILL START DIGGING AROUND 9AM				
PP240017	PARKER, KIRK M	18744 SAN QUENTIN DR	\$55.00	\$0
Work Description: water heater replacement				
PP240018	WITHERSPOON, SARAH	27100 ELDORADO PL	\$105.00	\$0
Work Description: excavating in back yard to replace ruptured clay crock, installing outside clean out. AT end of repair we will install a short liner to city connection at end of line.				

Total Permits For Type: 4
Total Fees For Type: \$480.00
Total Const. Value For Type: \$0

Temporary Sign

Permit #	Contractor	Job Address	Fee Total	Const. Value
PTS-240003	QMJ BUILDING, LLC	26221 SOUTHFIELD	\$15.00	\$0
Work Description: TEMP. SIGN PERMIT (BRIDAL, HOMECOMING, PROM) DRESS PROMOTION. 6'X4' BRICK WALL OF THEIR PROPERTY.				

Total Permits For Type: 1
Total Fees For Type: \$15.00
Total Const. Value For Type: \$0

Report Summary

Population: All Records
Permit.DateIssued Between
3/1/2024 12:00:00 AM AND
3/31/2024 11:59:59 PM

Grand Total Fees:	\$4,359.00
Grand Total Permits:	24
Grand Total Const. Value:	\$0

Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
27220 RAINBOW DR	RICHARDS, ROBIN LEE	Neighbor Complaint of Light shining onto his property	Re-inspection	COMPLAINT -	Letter Sent

5.8 Outside Illumination

5.8 OUTSIDE ILLUMINATION

All lighting apparatus used for outside illumination shall direct all light downward and shall be so constructed as to prevent the directed light from extending beyond the lot being illuminated. Except as otherwise provided in this ordinance, no lighting apparatus shall be placed more than 18 feet above grade as measured to the point on the ground nearest the light. No light source shall cause or permit direct, indirect, or reflected light to extend beyond the lot upon which it is placed so as to be annoying to any occupant of a neighboring lot who is of ordinary sensibilities.

General Ordinance:

46-109 (b)

Lighting shall be permitted and regulated as follows:

(1)

It shall be unlawful to arrange, operate, keep, use or maintain artificial lighting facilities upon commercial and industrial premises without deflecting light trespass away from adjacent occupied residential.

INSPECTOR COMMENTS: COMPLAINT MADE TO ORDINANCE OFFICER AND INSPECTED BY LATHRUP VILLAGE POLICE WITH REPORT COMPETED. ACCORDING TO THE ABOVE ORDINANCE IT WAS INSPECTED THAT YOUR LIGHTS FACING PROPERTY 27250 RAINBOW ARE EXTREMELY BRIGHT AND TRAVELS INTO NEIGHBORS PROPERTY. PLEASE ADJUST LIGHTS WITHIN 10 DAYS OF RECEIVING THIS LETTER.

26601 SOUTHFIELD RD	RIGHT HOUSE REALTY			METER TAMPERING	Discovered
---------------------	--------------------	--	--	-----------------	------------

26603 SOUTHFIELD RD	SMJ BUILDING LLC			METER TAMPERING	
---------------------	------------------	--	--	-----------------	--

Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
26611 SOUTHFIELD	SMJ BUILDING LLC			METER TAMPERING	
26631 SOUTHFIELD RD	IGWT REALTY 11, LLC			METER TAMPERING	
26601 SOUTHFIELD RD	SMJ BUILDING LLC			METER TAMPERING	
18489 W GLENWOOD BLV	BARNETT, VANESSA J	For over 2 weeks this iron stove sitting at curb is an eye sore for everyone going past this within our city. We deserve better!	Re-Inspection	COMPLAINT -	Letter Sent
<p>Non-compliant Trash (paint, construction debris, etc.) Non-compliant trash must be removed from street and disposed of properly. Special pick-up must be called for removal.</p>					
27470 LATHRUP BLVD	27470 LATHRUP LLC	Privacy fence being installed without a permit.	Code	No Permits	Resolved

Records: 8

Memorandum

To: Mayor and City Council
From: Mike Greene, City Administrator
Date: April 09, 2024
Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of March 2024.

MOTION:

To approve the Monthly Disbursements for the month of March 2024 as:

MARCH DISBURSEMENTS W/ SALARY INCLUDED			
FUND			
101	GENERAL FUND	\$	299,794.27
FUND			
202	MAJOR ROADS	\$	15,184.21
FUND			
203	LOCAL ROADS	\$	1,500.01
FUND			
258	CAPITAL FUND	\$	-
FUND			
397	ROAD MILLAGE FUND	\$	-
FUND			
494	DOWNTOWN DEV. AUTH	\$	28,665.24
FUND			
592	WATER & SEW	\$	252,480.41
TOTAL DISBURSEMENTS		\$	597,624.14

CITY OF LATHRUP VILLAGE
Disbursement Report

Item 8D.

Period covered 3/1/2024-3/15/2024

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$18,162.55	Dodd, London, Greene Miller, Harris, Bobcean
DDA	\$4,990.79	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$41,361.41	Button, Carmack, Chickensky, Fisher, Gijbsbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$64,514.75

Deductions \$22,526.06

Net Payroll \$41,988.69

* Fund Totals Include Gross Payroll

101	General Fund	\$58,586.56
202	Major Road Fund	\$0.00
203	Local Road Fund	\$0.00
258	Capital Acquisition Fund	\$0.00
395	Debt Service Fund SDS Bonds	\$0.00
494	Downtown Development Authority	\$4,990.79
592	Water & Sewer Fund	\$0.00
	Total	\$63,577.35

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 3/16/2024-3/31/2024

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$18,162.55	Dodd, London, Greene Miller, Harris, Bobcean
DDA	\$4,990.79	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$43,715.59	Button, Carmack, Chickensky, Fisher, Gijbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$66,868.93

Deductions \$22,533.63

Net Payroll \$44,335.30

* Fund Totals Include Gross Payroll

101	General Fund	\$241,207.71
202	Major Road Fund	\$15,184.21
203	Local Road Fund	\$1,500.51
258	Capital Acquisition Fund	\$0.00
395	Debt Service Fund SDS Bonds	\$0.00
494	Downtown Development Authority	\$23,674.45
592	Water & Sewer Fund	\$252,480.41
	Total	\$534,047.29

User: JESSICA
DB: Lathrup

EXP CHECK RUN DATES 03/01/2024 - 03/31/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Item 8D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-206.000	TAX OVERAGE REFUND	SHARRON ABRAHAM	TAX OVERPYMT REFUND	20.25	2796
101-000.000-206.000	TAX OVERAGE REFUND	CAPITAL TITLE	TAX PYMT REFUND	1,898.61	48874
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS.	INSURANCE	56.34	48854
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	HEALTH INSURANCE	861.44	48869
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS R.O.W. PERMIT	330.00	48832
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-CMS R.O.W.	165.00	48885
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ARIELLE MCLAUGHLIN	COMMUNITY ROOM DEPOSIT REFUND	300.00	48801
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	MARIO NELAMS	COMMUNITY ROOM DEPOSIT REFUND	200.00	48840
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	SMBQ	COMMUNITY ROOM DEPOSIT REFUND	300.00	48856
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CHINA ALEXANDER	COMMUNITY ROOM DEPOSIT REFUND	300.00	48878
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ODETTE GARDNER	COMMUNITY ROOM DEPOSIT REFUND	300.00	48895
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	YOLANDA MASSE	COMMUNITY RM DEPOSIT REFUND	300.00	48906
101-000.000-246.000	POLICE UNION DUES	MICHIGAN ASSOCIATION OF	POLICE DUES	609.84	48891
101-000.000-246.000	POLICE UNION DUES	MICHIGAN ASSOCIATION OF	POLICE DUES	180.00	48891
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 300179	300179 FOR 457 PLAN	3,198.82	48844
101-000.000-627.000	SIDEWALK REVENUES	LA'DAWN PETERSON	REFUND FROM GENERAL - SIDEWALK	810.65	48890
Total For Dept 000.000				9,830.95	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	NATIONWIDE	INSURANCE	243.66	48848
101-100.000-804.000	BUILDING TRADE INSPECTION	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-SIGNAL DESIGN	4,235.78	48885
101-100.000-805.000	CABLE TELEVISION	COMCAST	TECHNOLOGY	128.65	48819
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	1,325.00	48815
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SE	LINEN	20.62	48817
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	OAKLAND COUNTY HEALTH DE	FOOD SERVICE LICENSE RENEWAL	402.00	48851
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CARDMEMBER SERVICE	MISC EXPENSES - MIKE G	169.95	48876
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	MASKING TAPE	5.07	48880
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS/ADDITIONAL WORK	1,325.00	48882
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SE	LINENS-COMMUNITY ROOM	50.11	48883
101-100.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	PROFESSIONAL SERVICES RENDERED	19,299.35	48853
101-100.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	16,810.33	48897
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	MISC EXPENSES - SUSIE	81.00	48812
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	MISC EXPENSES - KELDA	369.02	48813
101-100.000-848.000	GOVERNMENT OPERATIONS	MICHIGAN MUNICIPAL LEAGU	MEMBERSHIP RENEWAL	3,171.00	48842
101-100.000-848.000	GOVERNMENT OPERATIONS	VC3 INC	MONTHLY BILLING - CLOUD RECOVERY	237.00	48864
101-100.000-848.000	GOVERNMENT OPERATIONS	ZIP ETC.INC.	BUSINESS CARDS - NEW COUNCIL	663.00	48868
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	MISC EXPENSES - MIKE G	368.02	48876
101-100.000-848.000	GOVERNMENT OPERATIONS	GLOBAL EQUIPMENT COMPANY	OFFICE SUPPLY	772.82	48887
101-100.000-848.000	GOVERNMENT OPERATIONS	GLOBAL EQUIPMENT COMPANY	EQUIPMENT	2,128.51	48888
101-100.000-848.000	GOVERNMENT OPERATIONS	VC3 INC	TECHNOLOGY	150.00	48904
101-100.000-848.001	TECHNOLOGY	ARCHIVE SOCIAL	SOCIAL MEDIA ARCHIVE SUBSCRIPTION	4,188.00	48800
101-100.000-848.001	TECHNOLOGY	VC3 INC	MONTHLY BILLING - MARCH	265.50	48865
101-100.000-848.001	TECHNOLOGY	CARDMEMBER SERVICE	MISC EXPENSES - MIKE G	187.45	48876
101-100.000-848.001	TECHNOLOGY	POINT & PAY	A/R SERVICE CHARGES	50.00	48898
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	TECHNOLOGY	128.64	48819
101-100.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	TECHNOLOGY	341.19	48836
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	TELEPHONE	211.80	48905
101-100.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	FLEET SERVICES	1,406.08	48862
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	R.O.W. PERMIT	165.00	48832
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PLANNING SERVICES	4,462.50	48832
101-100.000-900.000	PRINTING/PUBLICATION COSTS	ZIP ETC.INC.	PRINTING	221.00	48797
101-100.000-900.000	PRINTING/PUBLICATION COSTS	ZIP ETC.INC.	PRINTING	640.00	48797

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-900.000	PRINTING/PUBLICATION COSTS	21ST CENTURY MEDIA- MICH	NEWSPAPER NOTICE	327.10	48798
101-100.000-900.000	PRINTING/PUBLICATION COSTS	CARDMEMBER SERVICE	MISC EXPENSES - MIKE G	398.00	48876
101-100.000-901.000	POSTAGE FEES	PITNEY BOWES GLOBAL FINA	MAILING	915.66	48896
Total For Dept 100.000 GOVERNMENT SERVICES				65,863.81	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	738.82	48805
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	3,905.46	48807
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	INSURANCE	284.62	48845
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	RETIREE HEALTH INSURANCE	423.54	48872
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	HEALTH INSURANCE	134.76	48902
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	PROFESSIONAL LEGAL SERVICES	2,437.50	48803
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	1,137.50	48871
101-101.000-718.000	ELECTIONS	CARDMEMBER SERVICE	MISC EXPENSES - KELDA	83.82	48813
101-101.000-718.000	ELECTIONS	SPECTRUM PRINTERS, INC	VOTING TEST DECKS	92.49	48859
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	PROFESSIONAL LEGAL SERVICES	3,605.00	48803
101-101.000-722.000	LEGAL SERVICES	STEVEN H. SCHWARTZ & ASS	PROFESSIONAL LEGAL SERVICES	675.00	48860
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	3,735.00	48871
Total For Dept 101.000 ADMINISTRATION				17,253.51	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	GENERAL MAINTENANCE 3.01.24-3.15.2024	467.02	48816
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMEN	SPOUSAL SUPPORT	601.75	48843
101-201.000-702.000	SALARIES PART-TIME	AFLAC	HEALTH INSURANCE	238.44	48869
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	GENERAL MAINTENANCE/SNOW REMOVAL	527.02	48881
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMEN	SPOUSAL SUPPORT	601.75	48893
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	16.00	48821
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	2,147.10	48823
101-201.000-920.000	UTILITIES	DTE	UTILITIES	209.78	48826
101-201.000-920.000	UTILITIES	DTE	UTILITIES	2,503.31	48827
101-201.000-920.000	UTILITIES	DTE	UTILITIES	84.94	48828
101-201.000-920.000	UTILITIES	DTE	UTILITIES	39.31	48829
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ERC-LED	MONTHLY FEE	451.81	48831
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRlich CO.INC	PEST CONTROL	112.89	48837
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	MARCH CHARGES	254.78	48839
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ERC-LED	MAINTENANCE	451.81	48884
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	IMPERIALDADE	MAINTENANCE SUPPLIES	214.29	48889
101-201.000-930.001	BUILDING - GRANTS	SOUTHEAST MICHIGAN REGIO	GRANT REIMBURSEMENT	5,358.65	48858
Total For Dept 201.000 BUILDING & GROUNDS				14,280.65	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH CARE	411.05	48806
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	1,814.42	48807
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	13,362.61	48808
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	3,438.64	48809
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BRIAN AVEDISIAN	SOCIAL SECURITY RETIREE OBLIGATION	524.10	48810
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	INSURANCE	47.19	48845
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	INSURANCE	950.23	48846
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	RETIREE HEALTH INSURANCE	2,541.24	48872
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	HEALTH INSURANCE	340.28	48902
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLY	60.67	48799
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	MISC EXPENDITURES	203.34	48870
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	XEROX CORPORATION	OFFICE SUPPLY	72.18	48867

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	GRAPHIC SCIENCES, INC	MICROFILM	500.00	48835
101-301.000-822.000	TRAINING	WOLFHOUND COP TRAINING	TRAINING	498.00	48866
101-301.000-822.000	TRAINING	CARDMEMBER SERVICE	TRAINING - SCOTT	280.00	48875
101-301.000-823.000	FIREARMS TRAINING	VANCE OUTDOORS, INC.	POLICE AMMO	119.99	48863
101-301.000-823.000	FIREARMS TRAINING	VANCE OUTDOORS, INC.	WINCHESTER AMMO - POLICE SUPPLY	572.11	48903
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MUNSON CLEANERS	UNIFORM CLEANING	141.00	48847
101-301.000-829.000	POLICE UNIFORMS & CLEANING	NYE UNIFORM	POLICE DEPT EMBLEMS	930.00	48894
101-301.000-848.001	TECHNOLOGY	TARGET SOLUTIONS LEARNIN	TRACKING	1,064.80	48861
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	TECHNOLOGY	59.43	48802
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	TECHNOLOGY	21.58	48818
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	TECHNOLOGY	128.65	48819
101-301.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	TECHNOLOGY	341.19	48836
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	TELEPHONE	211.80	48905
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CE	VEHICLE MAINTENANCE	108.96	48804
101-301.000-860.000	VEHICLE EXPENSE	JAX KAR WASH	VEHICLE MAINTENANCE	14.00	48838
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC	VEHICLE MAINTENANCE	33.64	48849
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC	VEHICLE MAINTENANCE	16.82	48850
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY TREASURER	VEHICLE MAINTENANCE	6,300.97	48852
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	FLEET SERVICES	2,812.20	48862
Total For Dept 301.000 PUBLIC SAFETY				37,921.09	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	COMCAST	INTERNET SERVICE	348.25	48820
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	727.69	48822
101-401.000-920.000	UTILITIES	DTE	UTILITIES	27.81	48824
101-401.000-920.000	UTILITIES	DTE	UTILITIES	133.08	48825
Total For Dept 401.000 PUBLIC SERVICE				1,236.83	
Dept 502.000					
101-502.000-801.000	PROFESSIONAL & CONTRACTUAL	SOCRRA	SPECIAL WASTE SERVICE	267.12	48900
101-502.000-801.000	PROFESSIONAL & CONTRACTUAL	SOCRRA	MARCH 2024 MID MONTH	15,313.00	48901
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE CHARGES	16,961.00	48857
Total For Dept 502.000				32,541.12	
Dept 601.000 RECREATION					
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	RENTALS/ADDITIONAL WORK	100.00	48882
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	CHRISTINE SCHINDLER	SPRING EGG-STRAVAGANZA -PARKS/REC	301.61	48879
Total For Dept 601.000 RECREATION				401.61	
Total For Fund 101 GENERAL FUND				179,329.57	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	18.96	48807
202-702.000-860.000	VEHICLE EXPENSE	ROAD COMMISSION FOR OAKL	2023 CHLORIDE PROGRAM	1,173.08	48855
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	COLD PATCH	134.32	48811
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ASPHALT-MISC ROAD REPAIRS	174.15	48873
202-702.000-864.000	TRAFFIC CONTROLS	DTE	UTILITIES	2,231.20	48830
202-702.000-921.000	CONTRACTUAL SERVICES	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS - 11 MILE RESURFACIN	1,430.00	48885
Total For Dept 702.000				5,161.71	
Dept 702.100 CAPITAL IMP - STREET BOND					
202-702.100-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	ENGINEERING SERVICES FOR EB 11 MILE R	10,022.50	48885

Item 8D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR ROAD FUND					
Dept 702.100 CAPITAL IMP - STREET BOND					
Total For Dept 702.100 CAPITAL IMP - STREET BOND				10,022.50	
Total For Fund 202 MAJOR ROAD FUND				15,184.21	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	18.96	48807
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	COLD PATCH	134.33	48811
203-703.000-861.000	ROAD MAINTENANCE	ROAD COMMISSION FOR OAKL	2023 CHLORIDE PROGRAM	1,173.07	48855
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	ASPHALT-MISC ROAD REPAIRS	174.15	48873
Total For Dept 703.000				1,500.51	
Total For Fund 203 LOCAL ROAD FUND				1,500.51	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	82.09	48805
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	2,713.41	48807
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	INSURANCE	125.68	48845
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	HEALTH INSURANCE	62.16	48902
494-000.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	MISC EXPENSES - SUSIE	21.19	48812
494-000.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	MISC EXPENDITURES	21.19	48814
494-000.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	MISC EXPENSES - BRITT	21.19	48877
494-000.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	PROFESSIONAL SERVICES RENDERED	2,757.05	48853
494-000.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	2,401.48	48897
494-000.000-822.000	TRAINING/MEMBERSHIP	CARDMEMBER SERVICE	MISC EXPENSES - SUSIE	756.19	48812
494-000.000-822.000	TRAINING/MEMBERSHIP	MICHIGAN ECONOMIC DEVELO	2024 MEMBERSHIP DUES	325.00	48841
494-000.000-822.000	TRAINING/MEMBERSHIP	MICHIGAN DOWNTOWN ASSOC.	DDA MEMBERSHIP DUES	250.00	48892
494-000.000-844.000	MAIN STREET PROGRAM	CARDMEMBER SERVICE	MISC EXPENDITURES	53.43	48814
494-000.000-844.000	MAIN STREET PROGRAM	CARDMEMBER SERVICE	MISC EXPENSES - BRITT	286.21	48877
494-000.000-845.000	STREETSCAPING	GIFFELS-WEBSTER ENG INC	ENGINEERING FEES - SOUTHFIELD RD RESU	247.50	48885
494-000.000-882.000	PLANNING/CONSULTING FEES	CARDMEMBER SERVICE	MISC EXPENSES - SUSIE	42.36	48812
494-000.000-933.000	REPAIRS & MAINTENANCE	GIFFELS-WEBSTER ENG INC	2024 DDA ALLEY PROGRAM	1,155.00	48833
494-000.000-933.000	REPAIRS & MAINTENANCE	GIFFELS-WEBSTER ENG INC	SOUT/MARG SIGNAL DESIGN	5,424.17	48834
494-000.000-933.000	REPAIRS & MAINTENANCE	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2024 ALLEY PROGRAM	1,778.75	48885
494-000.000-933.000	REPAIRS & MAINTENANCE	ROAD COMMISSION FOR OAKL	SIGNAL MAINTENANCE	158.11	48899
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	CARDMEMBER SERVICE	MISC EXPENSES - SUSIE	1.50	48812
Total For Dept 000.000				18,683.66	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				18,683.66	
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH CARE - WTR	1,996.47	3221
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE-WTR	348.61	3222
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	INSURANCE	16.54	3230
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	HEALTH INSURANCW	15.61	3243
592-536.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	PROFESSIONAL SERVICES	2,757.05	3233
592-536.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES - WTR	2,401.48	3242
592-536.000-860.000	VEHICLE EXPENSE	SULLIVANS FLEET SERVICE	2006 CHEVY TRUCK REPAIR	3,069.39	3244
592-536.000-860.000	VEHICLE EXPENSE	SULLIVANS FLEET SERVICE	2008 GMC SIERRA REPAIRS	4,735.39	3244
592-536.000-902.000	BILLING SERVICES	UNITED STATES POSTAL SER	POSTAGE FOR WATER BILL MAILING	800.00	3220
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES MONTHLY FEE	17,162.74	3229

Item 8D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	MISC INSTALLATIONS/REPAIRS FEB 2024	4,158.32	3238
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER SERVICE	19,104.73	3234
592-536.000-974.000	WATER MAIN PROJECT	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS - 2025 WTR MAIN PROG	3,135.00	3240
592-536.000-974.000	WATER MAIN PROJECT	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS 2024 WTR MAIN PROGRA	55.00	3240
Total For Dept 536.000 WATER DEPARTMENT				59,756.33	
Dept 536.100 WATER DEPARTMENT					
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEM	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-LEAD/COPPER	6,618.00	3240
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEM	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-LEAD/COPPER	390.00	3240
Total For Dept 536.100 WATER DEPARTMENT				7,008.00	
Dept 536.300 WATER DEPARTMENT					
592-536.300-970.000	CAPITAL EXP - WATER METER REPLA	FERGUSON WATERWORKS	WATER DEPT EQUIPMENT	34,952.10	3226
Total For Dept 536.300 WATER DEPARTMENT				34,952.10	
Dept 536.400 WATER DEPARTMENT					
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	EAGLE LANDSCAPING & SUPP	FILL SAND DELIVERY	2,394.00	3239
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS - 2023-2024 WTR MAIN	577.50	3240
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2024 WTR MAIN PROGRA	990.00	3240
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2025 WTR MIAN PROGRA	8,967.50	3240
Total For Dept 536.400 WATER DEPARTMENT				12,929.00	
Dept 536.500 WATER DEPARTMENT					
592-536.500-970.000	CAPITAL FIRE HYDRANTS	SUNDE BUILDING INC.	FIRE HYDRANT INSTALL	1,250.00	3236
592-536.500-970.000	CAPITAL FIRE HYDRANTS	SUNDE BUILDING INC.	MISC INSTALLATIONS/REPAIRS FEB 2024	4,158.34	3238
592-536.500-970.000	CAPITAL FIRE HYDRANTS	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS - 2021-2023 HYDRANT	412.50	3240
592-536.500-970.000	CAPITAL FIRE HYDRANTS	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2021-2023 HYDRANT PR	742.50	3240
Total For Dept 536.500 WATER DEPARTMENT				6,563.34	
Dept 536.600 WATER DEPARTMENT					
592-536.600-970.000	CAPITAL EXP - GATE VALVES	SUNDE BUILDING INC.	GATE VALVE RENEWAL PROGRAM	7,050.00	3237
592-536.600-970.000	CAPITAL EXP - GATE VALVES	SUNDE BUILDING INC.	MISC INSTALLATIONS/REPAIRS FEB 2024	4,158.34	3238
592-536.600-970.000	CAPITAL EXP - GATE VALVES	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2021-2023 GATE VALVE	412.50	3240
592-536.600-970.000	CAPITAL EXP - GATE VALVES	GIFFELS-WEBSTER ENG INC	ENGINEERING SRVS-2021-2023 GATE VALVE	742.50	3240
Total For Dept 536.600 WATER DEPARTMENT				12,363.34	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE-WTR	348.61	3222
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	INSURANCE	16.54	3230
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	HEALTH INSURANCW	15.61	3243
592-537.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	PROFESSIONAL SERVICES	2,757.05	3233
592-537.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES - WTR	2,401.48	3242
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES MONTHLY FEE	17,162.73	3229
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SANITARY DRAIN FEES	89,560.49	3231
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SANITARY DRAIN	959.10	3232
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE	UTILITIES	2,971.83	3225
592-537.000-947.000	RETENTION TANK-UTIL-GAS	CONSUMERS ENERGY	UTILITIES	228.18	3224
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	TECHNOLOGY	122.85	3223
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	GREAT LAKES WATER AUTHOR	IWC CHARGES - FEBRURY 2024	1,439.62	3241
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HUBBELL, ROTH & CLARK, I	ENGINEERING FEES	392.21	3227
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	CROSS CONNECTION INSPECTIONS	532.00	3228
Total For Dept 537.000 SEWER DEPARTMENT				118,908.30	

Item 8D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Total For Fund 592 WATER & SEWER FUND				252,480.41	

Item 8D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 101 GENERAL FUND	179,329.57	
			Fund 202 MAJOR ROAD FU	15,184.21	
			Fund 203 LOCAL ROAD FU	1,500.51	
			Fund 494 DOWNTOWN DEVE	18,683.66	
			Fund 592 WATER & SEWER	252,480.41	
			Total For All Funds:	<u>467,178.36</u>	

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Revenues									
Dept 000.000									
101-000.000-401.000	CITY TAXES	3,020,630.00		2,884,764.59		0.00		135,865.41	95.50
101-000.000-402.000	REFUSE COLLECTION TAXES	453,065.00		425,873.41		0.00		27,191.59	94.00
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,000.00		32.95		0.00		2,967.05	1.10
101-000.000-414.000	TAX PENALTIES	35,000.00		11,457.79		0.00		23,542.21	32.74
101-000.000-415.000	MISCELLANEOUS REVENUE	15,000.00		5,775.50		90.00		9,224.50	38.50
101-000.000-416.000	WORK COMP DIVIDEND REVENUE	7,000.00		0.00		0.00		7,000.00	0.00
101-000.000-416.001	PROPERTY & LIABLITY DIVIDEND REVENUE	10,000.00		7,920.00		0.00		2,080.00	79.20
101-000.000-418.000	TAX APPEALS	0.00		(2,073.76)		0.00		2,073.76	100.00
101-000.000-419.000	AT & T LEASE PAYMENTS	60,889.00		42,622.56		0.00		18,266.44	70.00
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	48,000.00		36,613.88		5,527.75		11,386.12	76.28
101-000.000-423.000	WORK COMP REIMBURSEMENT	20,000.00		0.00		0.00		20,000.00	0.00
101-000.000-424.000	UNEARNED REVENUE	12,000.00		0.00		0.00		12,000.00	0.00
101-000.000-446.000	INVESTMENT INTEREST	52,699.00		62,762.08		5,207.11		(10,063.08)	119.10
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	100,000.00		100,541.18		0.00		(541.18)	100.54
101-000.000-448.000	INSURANCE REIMBURSEMENT	200.00		217.98		0.00		(17.98)	108.99
101-000.000-455.000	METRO AUTHORITY-FEE	18,000.00		0.00		0.00		18,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	95,000.00		34,953.83		0.00		60,046.17	36.79
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	8,500.00		7,900.50		1,840.00		599.50	92.95
101-000.000-458.000	PLUMBING/HEATING PERMITS	10,000.00		65,961.76		15,326.76		(55,961.76)	659.62
101-000.000-459.000	ELECTRICAL PERMITS	10,000.00		9,842.00		450.00		158.00	98.42
101-000.000-460.000	LICENSES & REGISTRATIONS	14,000.00		9,930.00		4,120.00		4,070.00	70.93
101-000.000-461.000	DOG & CAT LICENSES	1,100.00		2,620.50		204.00		(1,520.50)	238.23
101-000.000-465.000	CABLE TV REVENUES	120,000.00		53,753.26		0.00		66,246.74	44.79
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	2,500.00		950.00		0.00		1,550.00	38.00
101-000.000-470.001	DOG PARK REVENUE	0.00		35.00		0.00		(35.00)	100.00
101-000.000-470.002	COMMUNITY GARDEN REVENUE	1,800.00		0.00		0.00		1,800.00	0.00
101-000.000-471.000	DONATIONS-OTHER	0.00		200.00		0.00		(200.00)	100.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	65,000.00		53,348.50		7,995.00		11,651.50	82.07
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	1,000.00		0.00		0.00		1,000.00	0.00
101-000.000-543.000	FEDERAL/STATE GRANT	2,000.00		0.00		0.00		2,000.00	0.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00		12,187.42		1,415.62		2,812.58	81.25
101-000.000-574.000	STATE SHARED REVENUES	499,818.00		256,687.00		0.00		243,131.00	51.36
101-000.000-612.000	DISTRICT COURT FINES	70,000.00		46,583.48		5,920.33		23,416.52	66.55
101-000.000-626.000	COMMUNITY DEVELOPMENT	8,000.00		0.00		0.00		8,000.00	0.00
101-000.000-627.000	SIDEWALK REVENUES	250,000.00		195,391.50		9,726.38		54,608.50	78.16
101-000.000-628.000	WEED/CODE ENFORCEMENT REVENUE	50,000.00		35,325.16		4,673.06		14,674.84	70.65
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	25,000.00		0.00		0.00		25,000.00	0.00
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00		0.00		0.00		4,917.00	0.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00		0.00		0.00		4,000.00	0.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	22,000.00		29,884.08		0.00		(7,884.08)	135.84
Total Dept 000.000		5,135,118.00		4,392,062.15		62,496.01		743,055.85	85.53
TOTAL REVENUES		5,135,118.00		4,392,062.15		62,496.01		743,055.85	85.53
Expenditures									
Dept 100.000 - GOVERNMENT SERVICES									
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	42,100.00		42,254.66		243.66		(154.66)	100.37
101-100.000-710.000	UNEMPLOYMENT INSURANCE	50.00		4.08		0.00		45.92	8.16
101-100.000-712.000	WORKER'S COMP INSURANCE	7,000.00		0.00		0.00		7,000.00	0.00
101-100.000-713.000	MERS CITY CONTRIBUTIONS	50,000.00		0.00		0.00		50,000.00	0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00		4,099.78		0.00		1,900.22	68.33
101-100.000-732.000	CODE ENFORCEMENT	3,000.00		0.00		0.00		3,000.00	0.00

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND									
Expenditures									
101-100.000-802.000	TAX TRIBUNAL RETURNS	1,500.00		70.68		0.00		1,429.32	4.71
101-100.000-803.000	MEMBERSHIPS & MEETINGS	6,500.00		2,178.00		0.00		4,322.00	33.51
101-100.000-804.000	BUILDING TRADE INSPECTION	75,000.00		71,185.30		4,235.78		3,814.70	94.91
101-100.000-805.000	CABLE TELEVISION	55,000.00		37,647.47		128.65		17,352.53	68.45
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	25,000.00		16,879.54		3,297.75		8,120.46	67.52
101-100.000-810.000	AUDITING & ACCOUNTING	55,000.00		70,304.68		36,109.68		(15,304.68)	127.83
101-100.000-822.000	TRAINING	8,000.00		6,513.41		0.00		1,486.59	81.42
101-100.000-832.000	CITIZEN COMMUNICATION/PR	5,000.00		800.00		0.00		4,200.00	16.00
101-100.000-840.000	LIBRARY PAYMENT	172,000.00		59,969.00		0.00		112,031.00	34.87
101-100.000-848.000	GOVERNMENT OPERATIONS	25,000.00		17,252.38		9,486.91		7,747.62	69.01
101-100.000-848.001	TECHNOLOGY	60,000.00		54,882.77		4,690.95		5,117.23	91.47
101-100.000-850.000	TELEPHONE EXPENDITURES	18,000.00		5,946.17		681.63		12,053.83	33.03
101-100.000-860.000	VEHICLE EXPENSE	5,000.00		4,137.90		1,406.08		862.10	82.76
101-100.000-880.000	CDBG EXPENDITURES	2,000.00		0.00		0.00		2,000.00	0.00
101-100.000-882.000	PLANNING/CONSULTING FEES	10,000.00		4,627.50		4,627.50		5,372.50	46.28
101-100.000-900.000	PRINTING/PUBLICATION COSTS	15,000.00		11,802.32		725.10		3,197.68	78.68
101-100.000-901.000	POSTAGE FEES	6,000.00		6,223.99		915.66		(223.99)	103.73
101-100.000-955.000	MISCELLANEOUS EXPENDITURES	500.00		465.15		0.00		34.85	93.03
101-100.000-955.003	ARPA EXPENDITURES	12,000.00		12,000.00		0.00		0.00	100.00
Total Dept 100.000 - GOVERNMENT SERVICES		664,650.00		429,244.78		66,549.35		235,405.22	64.58
Dept 101.000 - ADMINISTRATION									
101-101.000-701.000	SALARIES FULL-TIME	460,000.00		332,999.13		28,092.10		127,000.87	72.39
101-101.000-702.000	SALARIES PART-TIME	30,000.00		1,083.34		0.00		28,916.66	3.61
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	277,500.00		178,082.53		18,630.90		99,417.47	64.17
101-101.000-716.000	CODE ENFORCEMENT OFFICER	375.00		361.30		0.00		13.70	96.35
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00		11,050.00		3,575.00		8,950.00	55.25
101-101.000-718.000	ELECTIONS	60,000.00		14,589.17		176.31		45,410.83	24.32
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	36,000.00		34,701.96		0.00		1,298.04	96.39
101-101.000-722.000	LEGAL SERVICES	50,000.00		35,524.50		8,015.00		14,475.50	71.05
101-101.000-723.000	BOARD OF REVIEW	600.00		0.00		0.00		600.00	0.00
101-101.000-955.000	MISCELLANEOUS EXPENDITURES	1,500.00		1,167.14		0.00		332.86	77.81
Total Dept 101.000 - ADMINISTRATION		935,975.00		609,559.07		58,489.31		326,415.93	65.13
Dept 201.000 - BUILDING & GROUNDS									
101-201.000-702.000	SALARIES PART-TIME	30,000.00		21,295.38		2,435.98		8,704.62	70.98
101-201.000-920.000	UTILITIES	57,000.00		43,093.69		5,000.44		13,906.31	75.60
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	38,000.00		18,780.32		1,485.58		19,219.68	49.42
101-201.000-930.001	BUILDING - GRANTS	5,359.00		5,358.65		5,358.65		0.35	99.99
101-201.000-936.000	EQUIPMENT MAINTENANCE	1,500.00		0.00		0.00		1,500.00	0.00
101-201.000-938.000	PARKING LOT & GROUNDS	8,000.00		400.00		0.00		7,600.00	5.00
Total Dept 201.000 - BUILDING & GROUNDS		139,859.00		88,928.04		14,280.65		50,930.96	63.58
Dept 301.000 - PUBLIC SAFETY									
101-301.000-701.000	SALARIES FULL-TIME	887,007.00		688,078.23		77,449.45		198,928.77	77.57
101-301.000-702.000	SALARIES PART-TIME	69,000.00		45,375.17		3,986.06		23,624.83	65.76
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	658,068.00		428,921.66		34,916.10		229,146.34	65.18
101-301.000-704.000	SALARIES-OVERTIME	50,000.00		32,767.14		3,641.49		17,232.86	65.53
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	26,106.00		26,106.00		0.00		0.00	100.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00		4.09		0.00		95.91	4.09

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-301.000-712.000	WORKER'S COMP INSURANCE	10,000.00		0.00		0.00		10,000.00	0.00
101-301.000-726.000	OFFICE SUPPLIES	3,500.00		2,852.45		264.01		647.55	81.50
101-301.000-727.000	ROAD SUPPLIES	2,500.00		1,876.84		0.00		623.16	75.07
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00		416.99		0.00		583.01	41.70
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	1,500.00		1,240.35		72.18		259.65	82.69
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	500.00		500.00		500.00		0.00	100.00
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00		1,500.00		0.00		2,000.00	42.86
101-301.000-821.000	POLICE RESERVES	500.00		0.00		0.00		500.00	0.00
101-301.000-822.000	TRAINING	15,500.00		9,217.05		778.00		6,282.95	59.46
101-301.000-823.000	FIREARMS TRAINING	9,000.00		2,514.24		692.10		6,485.76	27.94
101-301.000-824.000	CRIME PREVENTION	40.00		0.00		0.00		40.00	0.00
101-301.000-825.000	ANIMAL CONTROL	200.00		0.00		0.00		200.00	0.00
101-301.000-826.000	COMMUNITY POLICING	1,000.00		337.75		0.00		662.25	33.78
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	2,000.00		0.00		0.00		2,000.00	0.00
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	744,840.00		504,994.82		0.00		239,845.18	67.80
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00		8,127.74		1,071.00		6,872.26	54.18
101-301.000-836.000	PRISONER LOCKUP	5,000.00		3,747.74		0.00		1,252.26	74.95
101-301.000-848.001	TECHNOLOGY	15,700.00		13,920.19		1,064.80		1,779.81	88.66
101-301.000-850.000	TELEPHONE EXPENDITURES	9,500.00		6,550.31		762.65		2,949.69	68.95
101-301.000-851.000	RADIO COMMUNICATIONS	12,500.00		5,382.00		0.00		7,118.00	43.06
101-301.000-860.000	VEHICLE EXPENSE	37,000.00		41,952.75		9,286.59		(4,952.75)	113.39
Total Dept 301.000 - PUBLIC SAFETY		2,580,561.00		1,826,383.51		134,484.43		754,177.49	70.77
Dept 401.000 - PUBLIC SERVICE									
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	20,000.00		9,949.20		1,108.10		10,050.80	49.75
101-401.000-890.000	PARK MAINTENANCE	1,500.00		1,427.50		0.00		72.50	95.17
101-401.000-892.000	SIDEWALK MAINTENANCE	112,000.00		111,861.12		0.00		138.88	99.88
101-401.000-920.000	UTILITIES	21,000.00		14,823.01		1,236.83		6,176.99	70.59
101-401.000-921.000	CONTRACTUAL SERVICES	129,009.00		96,860.41		10,750.73		32,148.59	75.08
101-401.000-936.000	EQUIPMENT MAINTENANCE	4,200.00		0.00		0.00		4,200.00	0.00
Total Dept 401.000 - PUBLIC SERVICE		287,709.00		234,921.24		13,095.66		52,787.76	81.65
Dept 501.000 - LEAF COLLECTION									
101-501.000-955.000	MISCELLANEOUS EXPENDITURES	300.00		267.12		0.00		32.88	89.04
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	7,000.00		1,229.51		0.00		5,770.49	17.56
Total Dept 501.000 - LEAF COLLECTION		7,300.00		1,496.63		0.00		5,803.37	20.50
Dept 502.000									
101-502.000-801.000	PROFESSIONAL & CONTRACTUAL	0.00		15,580.12		15,580.12		(15,580.12)	100.00
101-502.000-801.001	SOCRRA	387,925.00		259,048.30		16,961.00		128,876.70	66.78
Total Dept 502.000		387,925.00		274,628.42		32,541.12		113,296.58	70.79
Dept 601.000 - RECREATION									
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	0.00		47.19		0.00		(47.19)	100.00
101-601.000-806.000	ADULT PROGRAMS	5,000.00		123.61		0.00		4,876.39	2.47
101-601.000-807.000	BUS TRANSPORTATION	1,000.00		449.19		0.00		550.81	44.92
101-601.000-811.000	SENIOR ACTIVITIES	5,000.00		0.00		0.00		5,000.00	0.00
101-601.000-812.000	COMMUNITY EVENTS	5,000.00		3,113.06		100.00		1,886.94	62.26

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2024 NORMAL (ABNORMAL)	MONTH 03/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	5,000.00	301.61	301.61	4,698.39	6.03
101-601.000-815.000	COMMUNITY GARDEN	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-817.000	FITNESS CENTER EXP	350.00	0.00	0.00	350.00	0.00
101-601.000-843.000	DOG PARK EXPENSES	500.00	0.00	0.00	500.00	0.00
101-601.000-884.000	CONCERTS IN THE PARK	850.00	842.00	0.00	8.00	99.06
Total Dept 601.000 - RECREATION		23,700.00	4,876.66	401.61	18,823.34	20.58
TOTAL EXPENDITURES		5,027,679.00	3,470,038.35	319,842.13	1,557,640.65	69.02
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,135,118.00	4,392,062.15	62,496.01	743,055.85	85.53
TOTAL EXPENDITURES		5,027,679.00	3,470,038.35	319,842.13	1,557,640.65	69.02
NET OF REVENUES & EXPENDITURES		107,439.00	922,023.80	(257,346.12)	(814,584.80)	858.18

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 202 - MAJOR ROAD FUND									
Revenues									
Dept 702.000									
202-702.000-415.000	MISCELLANEOUS REVENUES	24,500.00		24,614.00		0.00		(114.00)	100.47
202-702.000-574.000	STATE SHARED REVENUES	404,143.00		241,556.24		31,423.23		162,586.76	59.77
202-702.000-665.000	INVESTMENT INTEREST	600.00		0.00		0.00		600.00	0.00
Total Dept 702.000		429,243.00		266,170.24		31,423.23		163,072.76	62.01
TOTAL REVENUES		429,243.00		266,170.24		31,423.23		163,072.76	62.01
Expenditures									
Dept 702.000									
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	11,507.00		291.56		76.93		11,215.44	2.53
202-702.000-705.000	SALARIES-ADMIN	7,000.00		2,019.22		466.66		4,980.78	28.85
202-702.000-810.000	AUDITING & ACCOUNTING	9,800.00		9,784.75		0.00		15.25	99.84
202-702.000-856.000	ADMINISTRATION & ENGINEERING	4,000.00		0.00		0.00		4,000.00	0.00
202-702.000-860.000	VEHICLE EXPENSE	0.00		1,173.08		1,173.08		(1,173.08)	100.00
202-702.000-861.000	ROAD MAINTENANCE	12,000.00		12,240.94		308.47		(240.94)	102.01
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00		0.00		0.00		1,000.00	0.00
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00		13,710.10		2,231.20		11,289.90	54.84
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00		1,674.30		0.00		3,825.70	30.44
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00		0.00		0.00		5,000.00	0.00
202-702.000-870.000	FORESTRY	36,000.00		16,212.50		0.00		19,787.50	45.03
202-702.000-921.000	CONTRACTUAL SERVICES	66,605.00		58,633.87		6,980.43		7,971.13	88.03
202-702.000-970.000	CAPITAL EXPENDITURE	1,400.00		1,320.00		0.00		80.00	94.29
Total Dept 702.000		184,812.00		117,060.32		11,236.77		67,751.68	63.34
Dept 702.100 - CAPITAL IMP - STREET BOND									
202-702.100-970.000	CAPITAL EXPENDITURE	339,000.00		348,753.46		10,022.50		(9,753.46)	102.88
Total Dept 702.100 - CAPITAL IMP - STREET BOND		339,000.00		348,753.46		10,022.50		(9,753.46)	102.88
TOTAL EXPENDITURES		523,812.00		465,813.78		21,259.27		57,998.22	88.93
Fund 202 - MAJOR ROAD FUND:									
TOTAL REVENUES		429,243.00		266,170.24		31,423.23		163,072.76	62.01
TOTAL EXPENDITURES		523,812.00		465,813.78		21,259.27		57,998.22	88.93
NET OF REVENUES & EXPENDITURES		(94,569.00)		(199,643.54)		10,163.96		105,074.54	211.11

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 203 - LOCAL ROAD FUND									
Revenues									
Dept 703.000									
203-703.000-574.000	STATE SHARED REVENUES	190,185.00		112,960.29		14,694.79		77,224.71	59.39
203-703.000-665.000	INVESTMENT INTEREST	600.00		0.00		0.00		600.00	0.00
Total Dept 703.000		190,785.00		112,960.29		14,694.79		77,824.71	59.21
TOTAL REVENUES		190,785.00		112,960.29		14,694.79		77,824.71	59.21
Expenditures									
Dept 703.000									
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	11,893.00		291.56		76.93		11,601.44	2.45
203-703.000-705.000	SALARIES-ADMIN	7,000.00		2,019.22		466.66		4,980.78	28.85
203-703.000-810.000	AUDITING & ACCOUNTING	10,950.00		10,904.00		0.00		46.00	99.58
203-703.000-861.000	ROAD MAINTENANCE	75,000.00		4,326.53		1,481.55		70,673.47	5.77
203-703.000-862.000	ROADSIDE MAINTENANCE	1,000.00		117.25		0.00		882.75	11.73
203-703.000-864.000	TRAFFIC CONTROLS	10,000.00		2,885.62		0.00		7,114.38	28.86
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00		1,524.28		0.00		3,475.72	30.49
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00		0.00		0.00		2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	5,000.00		0.00		0.00		5,000.00	0.00
203-703.000-870.000	FORESTRY	36,000.00		16,212.50		0.00		19,787.50	45.03
203-703.000-921.000	CONTRACTUAL SERVICES	74,844.00		57,203.87		5,550.43		17,640.13	76.43
Total Dept 703.000		238,687.00		95,484.83		7,575.57		143,202.17	40.00
Dept 703.100 - CAPITAL IMP - STREET BOND									
203-703.100-970.000	CAPITAL EXP - STREET BOND	300,000.00		298,209.45		0.00		1,790.55	99.40
Total Dept 703.100 - CAPITAL IMP - STREET BOND		300,000.00		298,209.45		0.00		1,790.55	99.40
TOTAL EXPENDITURES		538,687.00		393,694.28		7,575.57		144,992.72	73.08
Fund 203 - LOCAL ROAD FUND:									
TOTAL REVENUES		190,785.00		112,960.29		14,694.79		77,824.71	59.21
TOTAL EXPENDITURES		538,687.00		393,694.28		7,575.57		144,992.72	73.08
NET OF REVENUES & EXPENDITURES		(347,902.00)		(280,733.99)		7,119.22		(67,168.01)	80.69

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 258 - CAPITAL ACQUISITION FUND									
Revenues									
Dept 000.000									
258-000.000-446.000	INVESTMENT INTEREST	3,150.00		3,579.77		410.55		(429.77)	113.64
Total Dept 000.000		<u>3,150.00</u>		<u>3,579.77</u>		<u>410.55</u>		<u>(429.77)</u>	<u>113.64</u>
TOTAL REVENUES		<u>3,150.00</u>		<u>3,579.77</u>		<u>410.55</u>		<u>(429.77)</u>	<u>113.64</u>
Expenditures									
Dept 000.000									
258-000.000-970.000	CAPITAL EXPENDITURE	40,000.00		27,304.00		0.00		12,696.00	68.26
Total Dept 000.000		<u>40,000.00</u>		<u>27,304.00</u>		<u>0.00</u>		<u>12,696.00</u>	<u>68.26</u>
TOTAL EXPENDITURES		<u>40,000.00</u>		<u>27,304.00</u>		<u>0.00</u>		<u>12,696.00</u>	<u>68.26</u>
Fund 258 - CAPITAL ACQUISITION FUND:									
TOTAL REVENUES		3,150.00		3,579.77		410.55		(429.77)	113.64
TOTAL EXPENDITURES		40,000.00		27,304.00		0.00		12,696.00	68.26
NET OF REVENUES & EXPENDITURES		(36,850.00)		(23,724.23)		410.55		(13,125.77)	64.38

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 397 - ROAD MILLAGE BOND FUND									
Revenues									
Dept 000.000									
397-000.000-446.000	INVESTMENT INTEREST	15,000.00		14,783.03		1,460.85		216.97	98.55
397-000.000-510.983	SPECIAL ASSESSMENT-ROAD BOND	577,250.00		0.00		0.00		577,250.00	0.00
Total Dept 000.000		592,250.00		14,783.03		1,460.85		577,466.97	2.50
TOTAL REVENUES		592,250.00		14,783.03		1,460.85		577,466.97	2.50
Expenditures									
Dept 000.000									
397-000.000-720.000	INTEREST EXPENSE	201,750.00		100,875.00		0.00		100,875.00	50.00
397-000.000-725.000	PAYING AGENT FEES	500.00		0.00		0.00		500.00	0.00
397-000.000-905.000	BOND PRINCIPAL PAYMENTS	375,000.00		0.00		0.00		375,000.00	0.00
Total Dept 000.000		577,250.00		100,875.00		0.00		476,375.00	17.48
TOTAL EXPENDITURES		577,250.00		100,875.00		0.00		476,375.00	17.48
Fund 397 - ROAD MILLAGE BOND FUND:									
TOTAL REVENUES		592,250.00		14,783.03		1,460.85		577,466.97	2.50
TOTAL EXPENDITURES		577,250.00		100,875.00		0.00		476,375.00	17.48
NET OF REVENUES & EXPENDITURES		15,000.00		(86,091.97)		1,460.85		101,091.97	573.95

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000.000									
494-000.000-407.000	TIFA-CAPTURE TAXES	367,901.00		26,761.25		0.00		341,139.75	7.27
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00		7,459.33		0.00		30,028.67	19.90
494-000.000-415.000	MISCELLANEOUS REVENUE	21,974.00		2,999.59		0.00		18,974.41	13.65
494-000.000-446.000	INVESTMENT INTEREST	10,000.00		35,471.10		4,125.67		(25,471.10)	354.71
Total Dept 000.000		437,363.00		72,691.27		4,125.67		364,671.73	16.62
TOTAL REVENUES		437,363.00		72,691.27		4,125.67		364,671.73	16.62
Expenditures									
Dept 000.000									
494-000.000-701.000	SALARIES FULL-TIME	170,940.00		125,298.20		12,784.76		45,641.80	73.30
494-000.000-702.000	SALARIES PART-TIME	5,000.00		4,525.00		0.00		475.00	90.50
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	60,000.00		52,434.79		5,651.04		7,565.21	87.39
494-000.000-722.000	LEGAL SERVICES	900.00		0.00		0.00		900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,350.00		1,767.72		63.57		4,582.28	27.84
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00		5,958.53		5,158.53		(5,158.53)	744.82
494-000.000-822.000	TRAINING/MEMBERSHIP	10,050.00		3,120.85		1,331.19		6,929.15	31.05
494-000.000-844.000	MAIN STREET PROGRAM	22,500.00		13,169.55		339.64		9,330.45	58.53
494-000.000-845.000	STREETSCAPING	132,000.00		9,980.00		247.50		122,020.00	7.56
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00		17,059.39		42.36		(1,759.39)	111.50
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00		1,806.69		0.00		193.31	90.33
494-000.000-901.000	POSTAGE FEES	200.00		0.00		0.00		200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	417,293.00		40,606.41		8,516.03		376,686.59	9.73
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00		1,366.47		1.50		52,090.53	2.56
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00		0.00		0.00		30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00		3,730.00		0.00		6,270.00	37.30
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00		0.00		0.00		20,000.00	0.00
Total Dept 000.000		958,790.00		280,823.60		34,136.12		677,966.40	29.29
TOTAL EXPENDITURES		958,790.00		280,823.60		34,136.12		677,966.40	29.29
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		437,363.00		72,691.27		4,125.67		364,671.73	16.62
TOTAL EXPENDITURES		958,790.00		280,823.60		34,136.12		677,966.40	29.29
NET OF REVENUES & EXPENDITURES		(521,427.00)		(208,132.33)		(30,010.45)		(313,294.67)	39.92

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 592 - WATER & SEWER FUND									
Revenues									
Dept 536.000 - WATER DEPARTMENT									
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00		8,109.63		1,784.00		31,890.37	20.27
592-536.000-640.000	WATER SERVICE	730,440.00		527,328.95		50,357.39		203,111.05	72.19
592-536.000-640.001	BOND REVENUE	227,268.00		171,874.10		19,088.80		55,393.90	75.63
592-536.000-640.002	CAPITAL BOND REVENUE	899,000.00		0.00		0.00		899,000.00	0.00
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00		24,539.92		2,630.80		460.08	98.16
592-536.000-642.000	METER CHARGE REVENUE	80,830.00		61,379.40		6,439.45		19,450.60	75.94
592-536.000-665.000	INVESTMENT INTEREST	41,800.00		53,365.32		5,858.10		(11,565.32)	127.67
Total Dept 536.000 - WATER DEPARTMENT		2,044,338.00		846,597.32		86,158.54		1,197,740.68	41.41
Dept 537.000 - SEWER DEPARTMENT									
592-537.000-415.000	MISCELLANEOUS REVENUES	2,900.00		2,917.69		0.00		(17.69)	100.61
592-537.000-543.000	FEDERAL/STATE GRANTS	28,350.00		28,350.00		0.00		0.00	100.00
592-537.000-640.002	CAPITAL BOND REVENUE	1,034,405.00		0.00		0.00		1,034,405.00	0.00
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00		36,520.01		3,766.31		6,479.99	84.93
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,551,268.00		1,007,462.47		96,056.63		543,805.53	64.94
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00		27,587.31		3,176.92		15,412.69	64.16
592-537.000-665.000	INVESTMENT INTEREST	41,800.00		53,365.33		5,858.10		(11,565.33)	127.67
Total Dept 537.000 - SEWER DEPARTMENT		2,744,723.00		1,156,202.81		108,857.96		1,588,520.19	42.12
TOTAL REVENUES		4,789,061.00		2,002,800.13		195,016.50		2,786,260.87	41.82
Expenditures									
Dept 536.000 - WATER DEPARTMENT									
592-536.000-701.000	SALARIES FULL-TIME	25,000.00		15,720.46		2,248.26		9,279.54	62.88
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	123,453.00		76,498.98		8,221.92		46,954.02	61.97
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	8,000.00		8,000.00		0.00		0.00	100.00
592-536.000-803.000	MEMBERSHIPS & MEETINGS	1,880.00		0.00		0.00		1,880.00	0.00
592-536.000-810.000	AUDITING & ACCOUNTING	20,000.00		15,614.53		5,158.53		4,385.47	78.07
592-536.000-860.000	VEHICLE EXPENSE	3,250.00		7,804.78		4,735.39		(4,554.78)	240.15
592-536.000-875.000	PENSION EXPENSE	25,000.00		0.00		0.00		25,000.00	0.00
592-536.000-902.000	BILLING SERVICES	10,000.00		6,684.61		800.00		3,315.39	66.85
592-536.000-921.000	CONTRACTUAL SERVICES	74,844.00		56,132.46		6,236.94		18,711.54	75.00
592-536.000-935.000	EQUIPMENT REPLACEMENT	2,000.00		1,272.86		0.00		727.14	63.64
592-536.000-937.000	WATER SYSTEM MAINTENANCE	90,000.00		49,847.85		4,158.32		40,152.15	55.39
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00		0.00		0.00		4,917.00	0.00
592-536.000-944.000	WATER PURCHASES	454,416.00		175,328.44		19,104.73		279,087.56	38.58
592-536.000-970.000	CAPITAL EXPENDITURE	30,000.00		29,880.20		0.00		119.80	99.60
592-536.000-974.000	WATER MAIN PROJECT	480,000.00		3,190.00		3,190.00		476,810.00	0.66
Total Dept 536.000 - WATER DEPARTMENT		1,352,760.00		445,975.17		53,854.09		906,784.83	32.97
Dept 536.100 - WATER DEPARTMENT									
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEMENT	15,000.00		18,177.45		7,008.00		(3,177.45)	121.18
Total Dept 536.100 - WATER DEPARTMENT		15,000.00		18,177.45		7,008.00		(3,177.45)	121.18
Dept 536.200 - WATER DEPARTMENT									
592-536.200-970.000	CAPITAL EXP - LEAD & COPPER LINE REPLAC	25,000.00		16,869.10		0.00		8,130.90	67.48

User: JESSICA
DB: Lathrup

PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 592 - WATER & SEWER FUND									
Expenditures									
Total Dept 536.200 - WATER DEPARTMENT		25,000.00		16,869.10		0.00		8,130.90	67.48
Dept 536.300 - WATER DEPARTMENT									
592-536.300-970.000 CAPITAL EXP - WATER METER REPLACE		130,000.00		112,401.92		34,952.10		17,598.08	86.46
Total Dept 536.300 - WATER DEPARTMENT		130,000.00		112,401.92		34,952.10		17,598.08	86.46
Dept 536.400 - WATER DEPARTMENT									
592-536.400-970.000 CAPITAL EXP - WATER MAIN REPLACE		635,000.00		645,176.91		12,929.00		(10,176.91)	101.60
Total Dept 536.400 - WATER DEPARTMENT		635,000.00		645,176.91		12,929.00		(10,176.91)	101.60
Dept 536.500 - WATER DEPARTMENT									
592-536.500-970.000 CAPITAL FIRE HYDRANTS		50,000.00		52,271.34		6,563.34		(2,271.34)	104.54
Total Dept 536.500 - WATER DEPARTMENT		50,000.00		52,271.34		6,563.34		(2,271.34)	104.54
Dept 536.600 - WATER DEPARTMENT									
592-536.600-970.000 CAPITAL EXP - GATE VALVES		75,000.00		82,049.98		12,363.34		(7,049.98)	109.40
Total Dept 536.600 - WATER DEPARTMENT		75,000.00		82,049.98		12,363.34		(7,049.98)	109.40
Dept 537.000 - SEWER DEPARTMENT									
592-537.000-701.000 SALARIES FULL-TIME		25,000.00		15,720.45		2,248.26		9,279.55	62.88
592-537.000-703.000 EMPLOYEE TAXES & BENEFITS		60,806.00		45,473.72		5,117.35		15,332.28	74.78
592-537.000-708.000 PROPERTY & LIABILITY INSURANC		7,803.00		7,803.00		0.00		0.00	100.00
592-537.000-720.000 INTEREST EXPENSE		174,679.00		94,634.81		3,401.78		80,044.19	54.18
592-537.000-725.000 PAYING AGENT FEES		1,500.00		790.00		0.00		710.00	52.67
592-537.000-810.000 AUDITING & ACCOUNTING		20,000.00		15,614.53		5,158.53		4,385.47	78.07
592-537.000-902.000 BILLING SERVICES		650.00		626.47		0.00		23.53	96.38
592-537.000-905.000 BOND PRINCIPAL PAYMENTS		310,000.00		0.00		0.00		310,000.00	0.00
592-537.000-921.000 CONTRACTUAL SERVICES		74,844.00		56,132.46		6,236.94		18,711.54	75.00
592-537.000-939.000 SEWER SYSTEM MAINTENANCE		273,000.00		48,722.60		0.00		224,277.40	17.85
592-537.000-940.000 RENT & UTILITIES WATER & SEWE		500.00		0.00		0.00		500.00	0.00
592-537.000-942.000 SEWAGE DISPOSAL EXPENSE		1,074,726.00		727,653.14		90,519.59		347,072.86	67.71
592-537.000-945.000 RETENTION TANK-UTIL ELEC		18,707.00		8,601.59		2,971.83		10,105.41	45.98
592-537.000-946.000 RETENTION TANK UTIL-WATER		30,000.00		22,384.91		0.00		7,615.09	74.62
592-537.000-947.000 RETENTION TANK UTIL-GAS		1,200.00		821.97		228.18		378.03	68.50
592-537.000-948.000 RETENTION TANK UTIL-TELEPHONE		3,000.00		1,107.65		122.85		1,892.35	36.92
592-537.000-949.000 RETENTION TAN GENERATOR FUEL		500.00		0.00		0.00		500.00	0.00
592-537.000-951.000 RETENTION TANK BUILDING/EQUIP		6,000.00		2,625.00		0.00		3,375.00	43.75
592-537.000-953.000 RETENTION TANK EXCESS LIABIL		9,078.00		9,078.00		0.00		0.00	100.00
592-537.000-957.000 INDUSTRIAL SURCHARGE/NON-RESI		20,000.00		11,516.96		1,439.62		8,483.04	57.58
592-537.000-970.000 CAPITAL EXPENDITURE		450,000.00		330.00		0.00		449,670.00	0.07
592-537.000-977.000 EVIRONMENT COMPL - NON CAPITA		30,000.00		7,745.82		924.21		22,254.18	25.82
Total Dept 537.000 - SEWER DEPARTMENT		2,591,993.00		1,077,383.08		118,369.14		1,514,609.92	41.57
Dept 537.200 - SEWER DEPARTMENT									
592-537.200-970.000 CAPITAL EXP - RETENTION TANK REPAIRS		858,226.00		165,768.14		0.00		692,457.86	19.32

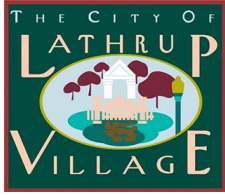
PERIOD ENDING 03/31/2024

Item 8D.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED	
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)		
Fund 592 - WATER & SEWER FUND										
Expenditures										
Total Dept 537.200 - SEWER DEPARTMENT		858,226.00		165,768.14		0.00		692,457.86	19.32	
TOTAL EXPENDITURES		5,732,979.00		2,616,073.09		246,039.01		3,116,905.91	45.63	
Fund 592 - WATER & SEWER FUND:										
TOTAL REVENUES			4,789,061.00		2,002,800.13		195,016.50		2,786,260.87	41.82
TOTAL EXPENDITURES			5,732,979.00		2,616,073.09		246,039.01		3,116,905.91	45.63
NET OF REVENUES & EXPENDITURES			(943,918.00)		(613,272.96)		(51,022.51)		(330,645.04)	64.97
TOTAL REVENUES - ALL FUNDS			11,576,970.00		6,865,046.88		309,627.60		4,711,923.12	59.30
TOTAL EXPENDITURES - ALL FUNDS			13,399,197.00		7,354,622.10		628,852.10		6,044,574.90	54.89
NET OF REVENUES & EXPENDITURES			(1,822,227.00)		(489,575.22)		(319,224.50)		(1,332,651.78)	26.87

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED March 31, 2024

	<u>Revenues Through 3/31/2024</u>	<u>Expenses Through 3/31/2024</u>	<u>Revenues Over (Under) Expenses</u>
101-GENERAL FUND	4,392,062	3,470,038	922,024
202-MAJOR STREET FUND	266,170	465,814	(199,644)
203-LOCAL STREET FUND	112,960	393,694	(280,734)
258-CAPITAL ACQUISITION FUND	3,580	27,304	(23,724)
397-ROADS MILLAGE BOND FUND	14,783	100,875	(86,092)
494-DOWNTOWN DEVELOPMENT AUTHORITY	72,691	280,824	(208,132)
592-WATER & SEWER FUND	2,002,800	2,616,073	(613,273)
GRAND TOTAL ALL FUNDS	<u>6,865,047</u>	<u>7,354,622</u>	<u>(489,575)</u>



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Set Fiscal Year 2024-25 Budget Public Hearing

Background Brief: Per the City Charter, each year the City Council sets a public hearing before the adoption of the City Budget.

Per City Charter Section 8.4 – Budget Hearing: A public hearing on the proposed budget shall be held before its final adoption at such time and place as the Council shall direct. Notice of such public hearing, a summary of the proposed budget and notice that the proposed budget is on file in the office of the Clerk shall be published at least one week in advance of the hearing. The complete proposed budget shall be on file for public inspection during office hours at such office for a period of not less than one week prior to such hearing.

Section 8.5 – Adoption of Budget: Not later than the third Monday in June in each year, the Council shall by resolution adopt a budget for the next fiscal year, shall appropriate the money needed for municipal purposes during the next fiscal year of the city and shall provide for a levy of the amount necessary to be raised by taxes upon real and personal property for municipal purposes subject to the limitations contained in Section 9.1.

Based on our budget calendar we are looking to set the Fiscal Year 2024-25 Budget Public Hearing for Monday, May 20, 2024, at 7:30 PM.

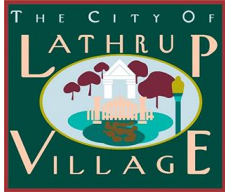
Previous Action: N/A

Economic Impact: N/A

Recommendation: It is my recommendation to set the budget public hearing for May 20, 2024.

Recommended Motion:
Moved by Council Member _____ seconded by Council Member _____
to set the fiscal year 24-25 budget public hearing for May 20, 2024, at 7:30 PM.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Special Assessment Resolution - #2024-02

Background Brief: Each year the City considers adopting special assessment rolls to move unpaid bills to the tax roll. Included in this special assessment roll are unpaid bills for the accounts that have unpaid water & sewer bills for calendar year 2023.

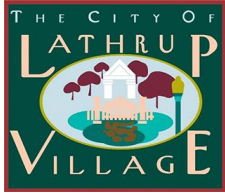
Previous Action: N/A

Economic Impact: \$196,840.33 in anticipated revenue to be collected via taxes and transferred to the water/sewer fund.

Recommendation: It is my recommendation to approve the enclosed special assessment resolution as presented.

Recommended Motion:
Moved by Council Member _____ seconded by Council Member _____
to adopt the special assessment resolution – roll no. 2024-02.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
-------------------------------	--------------------------------------	---	---	--



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

SPECIAL ASSESSMENT RESOLUTION – ROLL NO. 2024-02

Whereas, various costs and expenses have been incurred and remain unpaid, and/or sums are otherwise subject to being specially assessed to various owners and parcels for general purposes (including delinquent water & sewage disposal charges) under the applicable provisions of the City Charter and the Municipal Code; and

Whereas, the City Administrator has reported to the Council the various owners and parcels involved; and

Whereas, the City Council has elected to exercise its optional powers granted by statute, Charter, and Ordinances to fix and place a record of the lien amounts by levying a Special Assessment, the City Administrator’s Report has been deemed to be a tentative Special Assessment Roll, and said Roll has been placed on file with the City Clerk for public inspection and review; and

Whereas, a public hearing has been held for the consideration of all matters bearing upon the review and confirmation of a Special Assessment Roll after due notice of said hearing has been given by publication and by mailing to the owners of the affected lands; and

Whereas, the Council has considered all matters bearing upon the correctness and propriety of the tentative Special Assessment Roll and, in the course of reviewing said Roll, has caused such corrections and adjustments to be made as are proper to reduce said Roll to its present form as on file with the City Clerk;

Now, Therefore, Be It Resolved:

1. That the City Council does hereby confirm the Special Assessment Roll for general purposes as prepared by the City Administrator with such corrections and adjustments and corrections as have heretofore been made to such Roll at the direction of the Council and as now on file with the City Clerk.
2. That such Roll is hereby designated No. 2024-02.
3. That such amounts as have been assessed in said Roll are hereby declared to be a debt to the City from the persons to whom they are assessed and shall until paid be alien upon the property assessed for the amount of such assessment and all interest and charges thereon as provided by law and this Resolution.
4. That such assessments shall be deemed to be due and payable as provided by law and be collected as so provided.

The undersigned hereby certifies to the Assessor that the foregoing Resolution was duly adopted by the City Council at a Regular meeting held on April 15, 2024, that annexed hereto is Special Assessment Roll #2024-02, and that the amounts appearing on said Roll have been assessed upon the property and against the persons appearing on said Roll per the foregoing Resolution.

DATE

Mike Greene – City Administrator

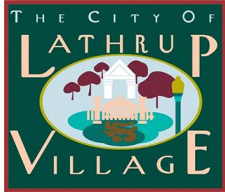
_____ Kelly Garrett Mayor	_____ Bruce Kantor Mayor Pro-Tem	_____ Jalen Jennings Council Member	_____ Dalton Barksdale Council Member	_____ Jason Hammond Council Member
--	---	--	--	---

Account #	Service Address	Customer Name	Total Owed
AVIL-017401-0000-01	17401 AVILLA	CURRENT RESIDENT	\$ 1,972.43
AVIL-017415-0000-03	17415 AVILLA	CURRENT RESIDENT	\$ 1,187.42
BLAC-028672-0000-03	28672 BLACKSTONE	CURRENT RESIDENT	\$ 1,562.23
BLOO-026779-0000-02	26779 BLOOMFIELD	CURRENT RESIDENT	\$ 525.98
BLOO-027375-0000-01	27375 BLOOMFIELD	CURRENT RESIDENT	\$ 832.41
BLOO-028725-0000-02	28725 BLOOMFIELD	CURRENT RESIDENT	\$ 1,874.90
BUNG-018586-0000-02	18586 BUNGALOW	CURRENT RESIDENT	\$ 460.54
BUNG-018800-0000-01	18800 BUNGALOW	CURRENT RESIDENT	\$ 354.96
BUNG-018830-0000-03	18830 BUNGALOW	CURRENT RESIDENT	\$ 794.74
CALE-027500-0000-01	27500 E CALIFORNIA	CURRENT RESIDENT	\$ 273.09
CALE-027705-0000-03	27705 E CALIFORNIA	CURRENT RESIDENT	\$ 927.17
CALE-027725-0000-03	27725 E CALIFORNIA	CURRENT RESIDENT	\$ 534.00
CALE-027735-0000-02	27735 E CALIFORNIA	CURRENT RESIDENT	\$ 666.68
CALW-027610-0000-04	27610 W CALIFORNIA	CURRENT RESIDENT	\$ 941.81
CALW-027644-0000-01	27644 W CALIFORNIA	CURRENT RESIDENT	\$ 1,565.91
CALW-027645-0000-03	27645 W CALIFORNIA	CURRENT RESIDENT	\$ 484.88
CALW-027660-0000-02	27660 W CALIFORNIA	CURRENT RESIDENT	\$ 884.00
CALW-027714-0000-01	27714 W CALIFORNIA	CURRENT RESIDENT	\$ 1,183.43
CAMB-017554-0000-02	17554 CAMBRIDGE	CURRENT RESIDENT	\$ 3,358.44
CAMB-017631-0000-01	17631 CAMBRIDGE	CURRENT RESIDENT	\$ 1,565.22
CAMB-018635-0000-02	18635 CAMBRIDGE	CURRENT RESIDENT	\$ 1,903.67
CAMB-018736-0000-01	18736 CAMBRIDGE	CURRENT RESIDENT	\$ 230.38
CATH-027848-0000-03	27848 CATHALTON AVE	CURRENT RESIDENT	\$ 1,921.24
CORA-017578-0000-01	17578 CORAL GABLES	CURRENT RESIDENT	\$ 455.50
CORA-017594-0000-02	17594 CORAL GABLES	CURRENT RESIDENT	\$ 887.60
CORA-018100-0000-02	18100 CORAL GABLES	CURRENT RESIDENT	\$ 398.48
CORA-018153-0000-02	18153 CORAL GABLES	CURRENT RESIDENT	\$ 1,624.23
DOLO-018495-0000-01	18495 DOLORES	CURRENT RESIDENT	\$ 310.51
ELDO-018941-0000-02	18941 ELDORADO PL	CURRENT RESIDENT	\$ 1,651.14
ELDO-018970-0000-01	18970 ELDORADO PL	CURRENT RESIDENT	\$ 268.24
ELDO-018971-0000-01	18971 ELDORADO PL	CURRENT RESIDENT	\$ 332.23
ELDO-027027-0000-02	27027 ELDORADO PL	CURRENT RESIDENT	\$ 931.26
ELDO-027335-0000-01	27335 ELDORADO PL	CURRENT RESIDENT	\$ 290.87
ELDO-027420-0000-02	27420 ELDORADO PL	CURRENT RESIDENT	\$ 279.05
ELDO-028408-0000-01	28408 ELDORADO PL	CURRENT RESIDENT	\$ 998.14
ELDO-028530-0000-04	28530 ELDORADO PL	CURRENT RESIDENT	\$ 679.13
ELDO-028650-0000-01	28650 ELDORADO PL	CURRENT RESIDENT	\$ 2,254.78
ELDO-028720-0000-04	28720 ELDORADO PL	CURRENT RESIDENT	\$ 1,232.58
ELDO-028735-0000-02	28735 ELDORADO PL	CURRENT RESIDENT	\$ 1,304.51
ELEV-019110-0000-01	19110 ELEVEN MILE	CURRENT RESIDENT	\$ 340.31
GLEN-018519-0000-02	18519 GLENWOOD	CURRENT RESIDENT	\$ 207.38
GLEN-018535-0000-02	18535 GLENWOOD	CURRENT RESIDENT	\$ 390.94
GLEN-018771-0000-02	18771 GLENWOOD	CURRENT RESIDENT	\$ 4,138.58
GOLD-027246-0000-01	27246 GOLDENGATE	CURRENT RESIDENT	\$ 1,029.16
GOLD-028245-0000-02	28245 GOLDENGATE	CURRENT RESIDENT	\$ 1,322.00
HAMP-018918-0000-01	18918 HAMPSHIRE	CURRENT RESIDENT	\$ 1,933.07

HAMP-018980-0000-02	18980 HAMPSHIRE	CURRENT RESIDENT	\$ 1,089.29
HAMP-018991-0000-01	18991 HAMPSHIRE	CURRENT RESIDENT	\$ 901.99
KILB-018150-0000-01	18150 KILBIRNIE	CURRENT RESIDENT	\$ 1,062.25
LACR-018740-0000-02	18740 LA CROSSE	CURRENT RESIDENT	\$ 1,189.40
LATH-026040-0000-02	26040 LATHRUP	CURRENT RESIDENT	\$ 280.12
LATH-026225-0000-04	26225 LATHRUP	CURRENT RESIDENT	\$ 901.99
LATH-026676-0000-01	26676 LATHRUP	CURRENT RESIDENT	\$ 1,018.35
LATH-026715-0000-02	26715 LATHRUP	CURRENT RESIDENT	\$ 1,018.35
LATH-026725-0000-02	26725 LATHRUP	CURRENT RESIDENT	\$ 501.89
LATH-028950-0000-02	28950 LATHRUP	CURRENT RESIDENT	\$ 884.00
LINC-017590-0000-02	17590 LINCOLN	CURRENT RESIDENT	\$ 1,607.75
LINC-017630-0000-03	17630 LINCOLN	CURRENT RESIDENT	\$ 971.63
LINC-018180-0000-02	18180 LINCOLN	CURRENT RESIDENT	\$ 804.70
MEAB-026216-0000-01	26216 MEADOWBROOK WAY	CURRENT RESIDENT	\$ 942.38
MEAB-026231-0000-03	26231 MEADOWBROOK WAY	CURRENT RESIDENT	\$ 1,173.35
MEAB-026242-0000-01	26242 MEADOWBROOK WAY	CURRENT RESIDENT	\$ 437.22
MEAB-027035-0000-04	27035 MEADOWBROOK WAY	CURRENT RESIDENT	\$ 6,719.03
MEAD-018130-0000-01	18130 MEADOWOOD	CURRENT RESIDENT	\$ 305.38
MEAD-018254-0000-01	18254 MEADOWOOD	CURRENT RESIDENT	\$ 2,238.65
MEAD-018271-0000-02	18271 MEADOWOOD	CURRENT RESIDENT	\$ 1,915.86
MIDD-018421-0000-02	18421 MIDDLESEX	CURRENT RESIDENT	\$ 2,337.31
MIDD-018459-0000-01	18459 MIDDLESEX	CURRENT RESIDENT	\$ 1,293.50
MIDD-018681-0000-01	18681 MIDDLESEX	CURRENT RESIDENT	\$ 605.80
MIDD-018866-0000-01	18866 MIDDLESEX	CURRENT RESIDENT	\$ 7,586.98
MORN-027401-0000-01	27401 MORNINGSIDE PLAZA	CURRENT RESIDENT	\$ 1,130.59
MORN-027501-0000-01	27501 MORNINGSIDE PLAZA	CURRENT RESIDENT	\$ 1,636.67
MORN-027601-0000-02	27601 MORNINGSIDE PLAZA	CURRENT RESIDENT	\$ 642.09
MORN-027604-0000-02	27604 MORNINGSIDE PLAZA	CURRENT RESIDENT	\$ 1,073.57
RACK-027600-0000-01	27600 RACKHAM	CURRENT RESIDENT	\$ 1,918.91
RACK-027653-0000-01	27653 RACKHAM	CURRENT RESIDENT	\$ 4,404.43
RACK-027851-0000-01	27851 RACKHAM	CURRENT RESIDENT	\$ 887.60
RACT-018911-0000-03	18911 RAINBOW CT	CURRENT RESIDENT	\$ 571.98
RACT-018941-0000-03	18941 RAINBOW CT	CURRENT RESIDENT	\$ 713.73
RAIC-027453-0000-01	27453 RAINBOW CIR	CURRENT RESIDENT	\$ 1,345.41
RAIC-027544-0000-01	27544 RAINBOW CIR	CURRENT RESIDENT	\$ 7,421.90
RAIC-027828-0000-01	27828 RAINBOW CIR	CURRENT RESIDENT	\$ 2,702.37
RAID-017311-0000-01	17311 RAINBOW DR	CURRENT RESIDENT	\$ 1,387.86
RAID-017555-0000-01	17555 RAINBOW DR	CURRENT RESIDENT	\$ 942.63
RAID-017600-0000-02	17600 RAINBOW DR	CURRENT RESIDENT	\$ 2,653.56
RAID-017617-0000-01	17617 RAINBOW DR	CURRENT RESIDENT	\$ 680.18
RAID-018190-0000-02	18190 RAINBOW DR	CURRENT RESIDENT	\$ 215.86
RAID-018207-0000-01	18207 RAINBOW DR	CURRENT RESIDENT	\$ 898.88
RAID-018266-0000-04	18266 RAINBOW DR	CURRENT RESIDENT	\$ 887.60
RAID-018330-0000-01	18330 RAINBOW DR	CURRENT RESIDENT	\$ 1,392.94
RAID-018641-0000-01	18641 RAINBOW DR	CURRENT RESIDENT	\$ 1,492.09
RAID-018679-0000-01	18679 RAINBOW DR	CURRENT RESIDENT	\$ 1,045.89
RAID-019252-0000-01	19252 RAINBOW DR	CURRENT RESIDENT	\$ 3,206.96

RAMS-017610-0000-01	17610 RAMSGATE	CURRENT RESIDENT	\$ 2,186.68
RAMS-018180-0000-03	18180 RAMSGATE	CURRENT RESIDENT	\$ 783.55
RAMS-018190-0000-01	18190 RAMSGATE	CURRENT RESIDENT	\$ 894.29
RAMS-018232-0000-01	18232 RAMSGATE	CURRENT RESIDENT	\$ 1,147.87
REDR-027330-0000-01	27330 RED RIVER	CURRENT RESIDENT	\$ 1,998.26
REDW-018154-0000-02	18154 REDWOOD	CURRENT RESIDENT	\$ 958.23
ROSE-017380-0000-03	17380 ROSELAND	CURRENT RESIDENT	\$ 1,477.95
ROSE-017590-0000-04	17590 ROSELAND	CURRENT RESIDENT	\$ 1,582.48
ROSE-018130-0000-02	18130 ROSELAND	CURRENT RESIDENT	\$ 2,542.12
ROSE-018140-0000-01	18140 ROSELAND	CURRENT RESIDENT	\$ 1,168.15
ROSE-018245-0000-01	18245 ROSELAND	CURRENT RESIDENT	\$ 1,575.85
ROSE-018490-0000-02	18490 ROSELAND	CURRENT RESIDENT	\$ 671.72
ROSE-018520-0000-03	18520 ROSELAND	CURRENT RESIDENT	\$ 5,495.08
SANB-027251-0000-02	27251 SANTA BARBARA	CURRENT RESIDENT	\$ 957.34
SANB-027620-0000-02	27620 SANTA BARBARA	CURRENT RESIDENT	\$ 1,819.18
SANB-028250-0000-01	28250 SANTA BARBARA	CURRENT RESIDENT	\$ 1,043.29
SANB-028771-0000-01	28771 SANTA BARBARA	CURRENT RESIDENT	\$ 1,524.78
SAND-018551-0000-02	18551 SAN DIEGO	CURRENT RESIDENT	\$ 758.60
SAND-018753-0000-02	18753 SAN DIEGO	CURRENT RESIDENT	\$ 315.51
SAND-018830-0000-01	18830 SAN DIEGO	CURRENT RESIDENT	\$ 2,832.69
SANJ-018717-0000-03	18717 SAN JOSE	CURRENT RESIDENT	\$ 312.56
SANQ-018856-0000-03	18856 SAN QUENTIN	CURRENT RESIDENT	\$ 883.36
SARA-018457-0000-01	18457 SARATOGA	CURRENT RESIDENT	\$ 1,938.76
SARA-018511-0000-02	18511 SARATOGA	CURRENT RESIDENT	\$ 517.30
SARA-018525-0000-01	18525 SARATOGA	CURRENT RESIDENT	\$ 884.00
SARA-019081-0000-02	19081 SARATOGA	CURRENT RESIDENT	\$ 1,309.97
SOUT-026647-0000-01	26647 SOUTHFIELD	CURRENT RESIDENT	\$ 313.84
SOUT-027330-0000-03	27330 SOUTHFIELD	CURRENT RESIDENT	\$ 468.69
SOUT-028505-0000-01	28505 SOUTHFIELD	CURRENT RESIDENT	\$ 1,162.40
SOUT-028625-0000-01	28625 SOUTHFIELD	CURRENT RESIDENT	\$ 1,500.77
SOUT-028901-0000-01	28901 SOUTHFIELD	CURRENT RESIDENT	\$ 665.68
SUNB-018833-0000-01	18833 SUNBRIGHT	CURRENT RESIDENT	\$ 989.09
SUNB-018860-0000-06	18860 SUNBRIGHT	CURRENT RESIDENT	\$ 1,090.77
SUNN-018120-0000-01	18120 SUNNYBROOK	CURRENT RESIDENT	\$ 884.00
SUNN-018151-0000-04	18151 SUNNYBROOK	CURRENT RESIDENT	\$ 905.06
SUNN-018189-0000-01	18189 SUNNYBROOK	CURRENT RESIDENT	\$ 1,133.19
SUNN-018725-0000-02	18725 SUNNYBROOK	CURRENT RESIDENT	\$ 1,465.40
SUNN-018756-0000-01	18756 SUNNYBROOK	CURRENT RESIDENT	\$ 1,089.81
SUNS-027245-0000-01	27245 SUNSET	CURRENT RESIDENT	\$ 1,637.67
SUNS-027751-0000-03	27751 SUNSET	CURRENT RESIDENT	\$ 2,922.58
SUNS-027837-0000-03	27837 SUNSET	CURRENT RESIDENT	\$ 641.85
SUNS-028000-0000-02	28000 SUNSET	CURRENT RESIDENT	\$ 898.39
SUNS-028025-0000-01	28025 SUNSET	CURRENT RESIDENT	\$ 956.97
SUNS-028095-0000-01	28095 SUNSET	CURRENT RESIDENT	\$ 847.73
SUNS-028252-0000-03	28252 SUNSET	CURRENT RESIDENT	\$ 884.00
SUNS-028456-0000-02	28456 SUNSET	CURRENT RESIDENT	\$ 1,705.01
SUNS-028534-0000-03	28534 SUNSET	CURRENT RESIDENT	\$ 1,521.81

TWEL-017641-0000-01	17641 TWELVE MILE	CURRENT RESIDENT	\$ 1,011.20
TWEL-017655-0000-01	17655 TWELVE MILE	CURRENT RESIDENT	\$ 1,068.42
WILT-017435-0000-02	17435 WILTSHIRE	CURRENT RESIDENT	\$ 1,073.04
WILT-017640-0000-02	17640 WILTSHIRE	CURRENT RESIDENT	\$ 1,419.88
WILT-018180-0000-01	18180 WILTSHIRE	CURRENT RESIDENT	\$ 1,247.80
WILT-018741-0000-02	18741 WILTSHIRE	CURRENT RESIDENT	\$ 1,105.67
WILT-019120-0000-02	19120 WILTSHIRE	CURRENT RESIDENT	\$ 2,343.95
TOTALS:			\$ 196,840.33



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: City Clerk Confirmation

Background Brief: As the Council is aware, the City’s City Clerk left the City for another opportunity at the beginning of March 2024. The City had a City Clerk posting available via MML and the Michigan Association of Municipal Clerks (MAMC) for nearly two (2) months and received three applications. After conducting the search and holding interviews, we have identified a candidate who we believe has the characteristics of someone who can make a great City Clerk. While they have no direct City Clerk experience, Alisa Emanuel possesses skills, (such as organization/customer service/independent thinking/etc) she has gained through her unique professional life that can translate well into this profession.

Per Section 3.6 of the City Charter “All administrative officers of the city, except the City Administrator and Attorney, shall be appointed by the City Administrator for an indefinite period, subject to confirmation by the Council.”

Ms. Emanuel has worked in the media world, as a public school teacher, operations administration, owned/operated their own business, and spent the past few years working as an office worker in the medical field while taking care of her aging family members. It is my opinion that Ms. Emanuel will bring a wealth of outside experience and new ideas to the City Clerk position. While she will need Clerk-specific training, specifically related to elections, she is aware and excited to take on that challenge and has already begun to take the initiative to shadow Clerk’s in the area to see what the day-to-day of a Clerk is like.

If confirmed, Ms. Emanuel can start on Tuesday, April 16, 2024.

Knowing there are upcoming Presidential elections this year, the City will also be working with Ms. Emanuel to secure an elections contractor (who may be a retired municipal clerk) to assist with the elections.

Previous Action: N/A

Economic Impact: Below is the estimated cost (salary + insurance/retirement benefits) of this employee working for the City of Lathrup Village.

Table with 3 columns: Department, Proposed Salary, Benefits. Row 1: General (100%), \$60,000, \$18,812

Recommendation: It is my recommendation to confirm Alisa Emanuel as City Clerk for the City of Lathrup Village.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to confirm Alisa Emanuel as City Clerk for the City of Lathrup Village.

Signature line with names: Kelly Garrett (Mayor), Bruce Kantor (Mayor Pro-Tem), Jalen Jennings (Council Member), Dalton Barksdale (Council Member), Jason Hammond (Council Member)

Alisa A. Emanuel

- 11/22 – 12/23 **TIC International, Bingham Farms, MI**
Employer Participant Representative/Receptionist
- **Balance & Audit Batches** using Excel and SAP, Data Entry
 - **Calculate Percentages** for proper Pension Payments, Type Checks
 - **Customer Service** over the phone and in person, Filing and assist in the office
- 1/22 – 11/22 **Hypertension Nephrology Associates, Livonia, MI**
Medical Receptionist Check In & Check Out
- **Ensure necessary and correct information** is in Patient's EHR & PM Charts
 - **Check Patients In & Out**, Schedule appts using **Advanced MD**, Collect Payments
 - **Collect Payments**, Explain Referral Orders to Patients, create Lab Orders
- 5/21 – 9/21 **Michigan Orthopedic Specialists, Dearborn, MI**
Front Office Manager & Check Out
- **Create Orders & Schedule** MRI, Physical Therapy, & Venous Doppler
 - **Talked with patients** Regarding their concerns & follow up instructions
 - **Diagnostic Codes** looked up and inputted, Scheduled appointments
 - **Complete** FMLA papers, Check In with **Phoenix & Open Practice Solutions**
- 1/17 - 3/21 **Edustaff, LLC Grand Rapids, MI**
Temporary staffing for schools: Fill in for Secretarial, Media Ctr & Teaching positions
- 6/20 – 10/20 **Beacon Health Strategies, Wixom, MI**
Claims Department Secretary
- **Medical Claims** Check for Accuracy, Create claims, **Office work** Scanning, Filing
 - **Excel Reports** update and send to management, **Mail Correspondence Duties**
- 5/90 – 9/23 **Berry Productions, Garden City, MI**
Production & Promotion, D.J., Emcee – PART TIME ONLY wedding & events
- **Promotional work and set up and break down** for community and private events
 - **Customer Service** Meet with clients to discuss details of their event, & contract
 - **Office Work** Record keeping & tracking mileage for taxes, filing & creating invoices
- 5/17 – 9/17 **Building Department, Farmington Hills, MI**
Clerk Typist I/Customer Service-Temporary position
- **Customer service** at the counter & over the phone about questions & concerns
 - **Issue permits & register licenses** Building, plumbing, & electrical using **BS&A**
 - **Schedule Inspections** in the proper order and as needed. **Scanning** Blue Prints
 - **Office work** Checking permit status, **Create** a training folder for future employees
 - **Calculate Fess** for licenses, permits, and fines
- 10/14 – 3/16 **FedEx Ground, Livonia, MI**
Operations Administration/Office Clerk & Customer Service & Package Handler
- **Customer Service** in person & over the phone, **Hazmat** assistance
 - **Office Work** creating & sending daily reports, spreadsheets, filing, & mail duties
 - **Checking in drivers** Checking paper settlements & clearing their scanners
 - **Computer work** Excel spreadsheets, data entry, job specific applications
 - **Work with warehouse & office staff**, ensuring quality delivery & entering Hazmat
 - **Calling I.T. for repairs/upgrades** to our scanners, repairing scanners as needed
 - **Loading & Unloading** Trucks **Completing COD's & ECOD's** for bank deposit

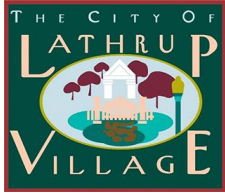
- 01/06 – 06/13 **Public School Teacher**, Detroit, MI
Teacher for three years at Detroit Public Schools, & 4 years at Charter Schools
- **Classroom Instruction & management**- 2nd - 7th grades, Utilizing office skills and customer relations skills
 - **Management and Teamwork** Classroom and time management, work with community, parents, peers and students
- 07/92 – 08/93 **RAM Communications**, Southfield, MI
Call Center work & customer sales in person
- **Customer Service & Sales** explaining their contracts, insurance deductibles, plan features, up selling accessories, & sending call tags
 - **Collections & billing issues** Explaining bill and plans, and working with the accounting department
- 6/87 – 01/06 **Retail Record Stores**, Southfield, Livonia, Detroit, Westland, & Ferndale, MI
Manager: FYE-Livonia Mall, Record Collector-Ferndale, & MoTunes Music-Ferndale
- **Office Work** Creating daily/weekly/monthly reports, scheduling staff, bank deposits
 - **Customer Sales & Service** Up sales & Ordering product
 - **Cashier** count and balance money in drawers and the safe, Make nightly deposits and ensure proper change is on hand for next work day
 - **Management duties** including scheduling staff, hiring staff, pushing to reach sales goals and reduce loss. Merchandising the store to increase sales
- 5/88 – 6/92 **WHYT 96.3FM**, Detroit, MI
Assistant to Music & Promotion Directors
- **Secretarial & Receptionist duties** Office work & greeting clients in person & over the phone, scheduling meetings, mail duties
 - **Assist the Music and Production Directors** and **Editor** of Newsletter
- 8/89 – 9/91 **Barden Cablevision**, Detroit, MI
Music Coordinator/Librarian, & Producer
- **Filing & Data Entry** Data Entry **Customer Relations** maintained relations with record companies and artists
 - **Set up interviews, scheduled the crew** (camera, light, sound, & host), & venue
- 4/90 – 1/91 **WKBD TV 50**, Southfield, MI
Assignment Editor (Newsroom Management) for ten o'clock broadcast
- **Staff Relations** Met with staff (camera crews, anchors, reporters, & editors) to plan for the broadcast and schedule shoots and guests for the broadcast
 - **Office Work** Answered phones, emails, filing, & direct news crews to new stories

Education:

University of Michigan – Dearborn, MI – Bachelor of Science in Elementary Education
Oakland Community College – Farmington Hills, MI – Associate's in Business Administration
Specs Howard School of Broadcast Arts – Southfield, MI – Radio & TV Broadcasting
Recording Institute of Detroit – East Pointe, MI – Sound Engineering & Music Theory

Computer Skills: 65 wpm, Excel, BS&A, WebMD, Advanced MD, Word, Power Point, Dentrax, Cloud Sensei, SalesForce, Phoenix, OPS Scheduling

Awards: Spirit of Detroit FedEx: Innovation Award, Zero Misloads, 100% Scanning
Best Team Group Achievement Ford Motor Credit: Most Organized Files



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Arbor Day Proclamation

Background Brief: To be designated a Tree City as part of the Arbor Day Foundation, a community is required to celebrate Arbor Day by adopting an Arbor Day Proclamation.

Based on feedback from our Tree Committee and Parks & Recreation, the City will celebrate Arbor Day on Saturday, April 27, 2024.

Previous Action: N/A

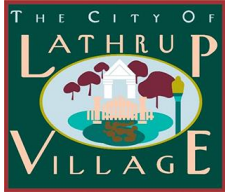
Economic Impact: N/A

Recommendation: It is my recommendation to adopt the Arbor Day Proclamation.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to adopt the Arbor Day Proclamation as presented.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

Arbor Day Proclamation

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for planting trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I Kelly Garrett, Mayor of the City of Lathrup Village, do hereby proclaim **April 27th, 2024**, as ARBOR DAY in the City of Lathrup Village, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS, 15th, day of April, 20224.

Kelly Garrett
Mayor – City of Lathrup Village

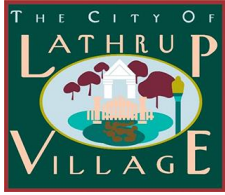
Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Resolution 2024-04 – Protect MI Kids Tobacco Legislation

Background Brief: Mayor Garrett brought this cause to the staff’s attention and we are now seeking approval of the enclosed resolution to support the passage of the Protect MI Kids Bill Package (SB 647-654).

Previous Action: N/A

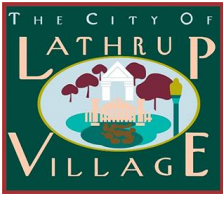
Economic Impact: N/A

Recommendation: It is my recommendation to adopt the enclosed resolution as presented.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to adopt Resolution 2024-04 – A Resolution Supporting the Protect MI Kids Bill Package in the Michigan Legislature That Will Address the Lack of Effective Statewide Tobacco Prevention Polices.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

RESOLUTION #2024-04

A RESOLUTION SUPPORTING THE PROTECT MI KIDS BILL PACKAGE IN THE MICHIGAN LEGISLATURE THAT WILL ADDRESS THE LACK OF EFFECTIVE STATEWIDE TOBACCO PREVENTION POLICIES

WHEREAS, tobacco use is the leading cause of preventable disease, disability, and death in Michigan and harms nearly every organ in the body. Most adults who smoke want to quit and wish they never would have started; and

WHEREAS, tobacco use imposes a terrible toll on families, businesses, and government. Tobacco kills more than 16,200 Michiganders annually – more than AIDS, alcohol, car accidents, illegal drugs, murders, and suicides combined; and

WHEREAS, tobacco costs Michigan over \$5.33 billion in health care expenditures and more than \$11.5 billion in lost productivity each year; and

WHEREAS, Michigan is one of 12 states that make up the “Tobacco Nation” where the smoking prevalence is significantly higher compared to the rest of the country. Tobacco Nation residents live shorter lives and face a higher risk of dying than other Americans, with an average life expectancy of 76 years compared to 79 years in the rest of the country.

WHEREAS, flavored tobacco products play a key role in youth initiation. In 2023, 90.3% of U.S. high school students and 87.1% of middle school students who currently use e-cigarettes reported using a flavored e-cigarette during that time. Most youth who use e-cigarettes and cigars say they use the product "because they come in flavors I like."

WHEREAS, historically, cigarette companies have disproportionately marketed menthol products in predominantly Black communities by using culturally tailored advertising images and messages, and as a result, 85% of African American adult smokers use menthol products, which is three times the rate of menthol use among white adult smokers. The continued availability of menthol cigarettes exacerbates tobacco-related health disparities; and

WHEREAS, if menthol cigarettes were no longer available, an estimated 32,500 additional adults in Michigan who smoke would quit smoking, including 13,700 Black adults; and

WHEREAS, the tobacco industry spends over \$300 million marketing its deadly products in Michigan each year while Michigan invests less than 2% of the Centers for Disease Control and Prevention recommended state spending on tobacco prevention programs; and

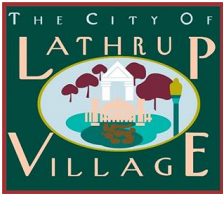
WHEREAS, Michigan state law prohibits local governments from enacting policies that regulate the sale and licensure of tobacco and nicotine products, keeping local communities from protecting kids’ health; and

WHEREAS, despite being one of the most effective tobacco control interventions according to the U.S. Surgeon General, Michigan currently has no state tax on e-cigarettes or vaping products that contain nicotine and has not increased its tax on cigarettes in nearly 20 years; and

WHEREAS, Michigan is one of only ten states that does not require retailers to be licensed to sell tobacco making it almost impossible to know which stores are selling tobacco products and enforce laws like prohibiting tobacco sales to kids; and

WHEREAS, current state laws prohibiting and penalizing the possession, use, and purchase of tobacco products by minors, are ineffective as deterrents to youth smoking, are often enforced inequitably, and currently retailers are not held accountable for selling to minors; and

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

WHEREAS, Senate Bill 647 aims to restore local control and repeal a state law prohibiting local governments from enacting ordinances and regulations about the sale or licensure of tobacco products, empowering local communities to pass stronger tobacco control measures to protect their residents, particularly youth, if they so choose; and

WHEREAS, Senate Bill 648 proposes to establish a new tax on e-cigarettes and increase taxes on cigarettes and other tobacco products, with revenue generated dedicated to tobacco prevention and cessation programs, and enforcement of tax and smoke-free air laws, aligning with evidence-based strategies to reduce tobacco use, especially among youth; and

WHEREAS, Senate Bills 649 and 650 aim to prohibit the sale of flavored tobacco products, including flavored e-cigarettes and menthol-flavored cigarettes, recognizing the significant role flavors play in driving tobacco-related inequities and youth initiation; and

WHEREAS, Senate Bills 651 and 652 seek to establish a statewide Tobacco Retail Licensing (TRL) program, requiring all establishments selling nicotine or tobacco products to obtain a license, thereby enhancing compliance with existing tobacco sales regulations and reducing youth initiation to nicotine and tobacco; and

WHEREAS, Senate Bills 653 and 654 repeal provisions in the Youth Tobacco Act that impose civil and criminal penalties on minors for purchasing, using, or possessing tobacco products;

NOW THEREFORE BE IT RESOLVED, that the Lathrup Village City Council supports the Protect MI Kids Bill Package (SB 647-654) and urges the Michigan Legislature to swiftly pass these critical bills in their entirety to protect the health and well-being of Michigan's residents, and

BE IT FURTHER RESOLVED, that the Lathrup Village City Council directs the City Administrator to send a copy of this resolution to: the Majority Leader of the Michigan Senate, the Speaker of the Michigan House of Representatives, the chair of the Michigan Senate Committee on Local Government, the chair of Michigan Senate Committee on Regulatory Reform, the chair of the Senate Committee on Regulatory Affairs, the chair of the Michigan House of Representatives Committee on Health Policy, the chair of the Michigan House of Representatives Committee on Tax Policy, the chair of the Michigan House of Representatives Committee on Local Government and Municipal Finance, and Governor Gretchen Whitmer.

RESOLUTION ADOPTED

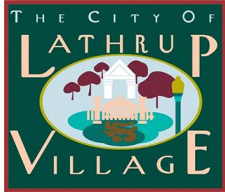
- Yay:
- Nay:
- Absent:
- Abstain:

I, Mike Greene, the duly appointed City Administrator of the City of Lathrup Village, Oakland County, Michigan, certifies that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Lathrup Village at a meeting held on April 15, 2024, the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have affixed my official signature on this 15th day of April 2024.

Mike Greene – City Administrator

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Resolution 2024-05 – Decertification of Local Street

Background Brief: Each year the City must submit a mileage certification to MDOT for Act 51 (state road funding) purposes. It has been brought to my attention by MDOT and confirmed by our City Engineer that our map needs to be adjusted to decertify a portion of one of our local streets. The City has previously certified Catalpa Dr. Between Goldengate and Lathrup Blvd.

However, that street segment is no longer open to motor vehicle traffic, which is supported by available aerial photography and site visits. Due to this information, the City is required to adopt a decertification resolution and submit it to MDOT and our approved streets will be updated accordingly.



Previous Action: N/A

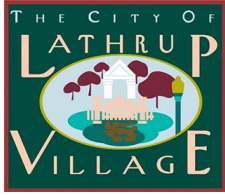
Economic Impact: Minor impact to local Act 51 monies received. ACT 51 monies are based on street mileage within a community.

Recommendation: It is my recommendation to adopt the decertification resolution.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to adopt the Resolution 2024-05, Decertification of Catalpa Drive between Goldengate and Lathrup Boulevard.

Kelly Garrett Mayor, Bruce Kantor Mayor Pro-Tem, Jalen Jennings Council Member, Dalton Barksdale Council Member, Jason Hammond Council Member



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

RESOLUTION 2024-05

**DECERTIFICATION OF CATALPA DRIVE
BETWEEN GOLDENGATE AND LATHRUP BOULEVARD**

NOW THEREFORE IT IS RESOLVED, At a regular meeting of the City of Lathrup Village, Michigan, held at the City Hall on April 15th, 2024, the following resolution was offered by Councilmember _____, and supported by Councilmember _____.

WHEREAS, the City of Lathrup Village does wish to decertify a portion of Catalpa Drive. This decertification of Catalpa Drive is located between Goldengate and Lathrup Boulevard for a total decertification length of 140 feet.

RESOLUTION ADOPTED

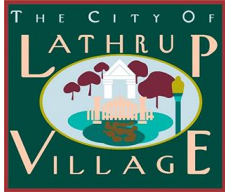
- Yay:
- Nay:
- Absent:
- Abstain:

I, Mike Greene, the duly appointed City Administrator of the City of Lathrup Village, Oakland County, Michigan, certifies that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Lathrup Village at a meeting held on April 15, 2024, the original of which is on file in the City Clerk’s Office.

IN WITNESS WHEREOF, I have affixed my official signature on this 15th day of April 2024.

Mike Greene – City Administrator

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
-------------------------------	--------------------------------------	---	---	--



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Southfield Road Cost Share Agreement

Background Brief: Back in November 2023, the City Council was presented with the opportunity to partner with the Oakland County Road Commission for the 11-mile resurfacing project in conjunction with the Southfield Road project. Council authorized city staff to work with the Road Commission of Oakland County to prepare specifications for the resurfacing of East and Westbound Eleven Mile Road, to bid the project with the Southfield Road work, and to fund paving of this project with the Local and Major Road Fund.

Now, the County has approved the Southfield project to move forward and is finalizing the Cost Participation Agreement for this summer's projects. \$152,095 is the as-bid cost for resurfacing EB/WB 11 Mile from Southfield Road. \$146,240 is the City's 1/3 cost of the tri-party fund for the Southfield Road portion of the project.

Previous Action: November 20, 2023 – City Council Approval (5-0)

Motion by Councilmember Hammond to authorize city staff to work with the Road Commission of Oakland County to prepare specifications for the resurfacing of East and Westbound Eleven Mile Road, to bid the project with the Southfield Road work, and fund paving of this project with the Local and Major Road Fund. Councilmember Jennings seconded the motion.

Economic Impact: Local Cost for 11-Mile & Southfield Work: \$298,335. Funding will come from Major Road Fund Balance.

Recommendation: It is my recommendation to approve the Southfield Road Cost Share Agreement as presented.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the Southfield Road Cost Share Agreement as presented and amended budget line item 202-702-000-858 (Road Construction) to \$300,000.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------

COST PARTICIPATION AGREEMENT

CONSTRUCTION

Southfield Road
11 Mile Road to 12 Mile Road
City of Lathrup Village
Board Project No. 56921

This Agreement, made and entered into this _____ day of _____, 2024, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of Lathrup Village, hereinafter referred to as LATHRUP, provides as follows:

WHEREAS, the BOARD and LATHRUP, in cooperation with the Michigan Department of Transportation, hereinafter referred to as MDOT, have programmed the resurfacing of Southfield Road from 11 Mile Road to 12 Mile Road, as described in Exhibit "A", attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of the BOARD and within LATHRUP, which improvements are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$4,986,486; and

WHEREAS, the BOARD has entered into an agreement with MDOT in Contract No. 24-5018 under the Surface Transportation Program funds in the amount of \$3,956,949; and

WHEREAS, the BOARD, as the requesting party therein, will be the party financially responsible to MDOT to bear all costs of the PROJECT in excess of federal funds, hereinafter referred to as the LOCAL SHARE; and

WHEREAS, LATHRUP'S share of said LOCAL SHARE involves certain designated and approved Tri-Party Program funding in the amount of \$438,721, which amount shall be paid through equal contributions by the BOARD, LATHRUP, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, all parties hereto have reached a mutual understanding regarding the cost sharing for the LOCAL SHARE and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law, it is hereby agreed between LATHRUP and the BOARD that:

1. LATHRUP approves of the PROJECT, declares its public necessity, and authorizes the BOARD to perform or cause to be performed, and complete the PROJECT along with all administration in reference thereto.
2. The PROJECT shall include total payments to the contractor. Any costs incurred by the BOARD prior to this agreement date shall be allowable.
3. The estimated total LOCAL SHARE is \$1,029,537 and shall be allocated in the following order:
 - a. LATHRUP shall contribute a total of \$152,095 toward the non-participating LOCAL SHARE of the project.
 - b. LATHRUP shall contribute one-half of the remaining LOCAL SHARE and has elected to use Tri-Party Program funds in the amount of \$438,721.
 - c. The BOARD shall contribute one-half of the remaining LOCAL SHARE in the amount of \$438,721.
 - d. Any LOCAL SHARE costs above \$1,029,537 will be funded by the BOARD.

4. Upon execution of this agreement, the BOARD shall submit an invoice to LATHRUP in the amount of \$298,335 (being 100% of LATHRUP'S non-Tri-Party contribution and 100% of LATHRUP'S Tri-Party contribution).
5. Upon execution of this agreement, the BOARD shall submit an invoice to the COUNTY in the amount of \$146,240 (being 100% of the COUNTY'S Tri-Party contribution).
 - a. The invoice shall be sent to:

Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328
6. Upon receipt of said invoice(s), LATHRUP and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE
COUNTY OF OAKLAND
A Public Body Corporate

By _____

Its _____

CITY OF LATHRUP VILLAGE

By _____

Its _____

EXHIBIT A
TRI-PARTY PROGRAM
 Southfield Road
 11 Mile Road to 12 Mile Road
 City of Lathrup Village
 Board Project No. 56921

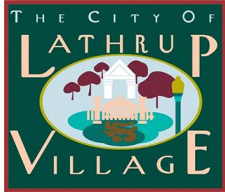
Resurfacing of Southfield Road from 11 Mile Road to 12 Mile Road.

ESTIMATED PROJECT COST

Contractor Payments: \$ 4,986,486
 Less Federal Surface Transportation Funds: \$ (3,956,949)
 Total Estimated Local Share: **\$ 1,029,537**

COST PARTICIPATION BREAKDOWN

	COMMUNITY	COUNTY	BOARD	TOTAL
TRI-PARTY PROGRAM	\$146,240	\$146,240	\$146,241	\$438,721
Contribution	\$152,095	\$0	\$438,721	\$590,816
TOTAL LOCAL SHARES	\$298,335	\$146,240	\$584,962	\$1,029,537



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: City-Wide Garage Sale

Background Brief: Each year the City sets a city-wide garage sale date(s) and waives the associated fees to spur participation and consolidate the summer garage sale season.

Based on conversations I have had, the City would typically hold the city-wide garage sale after the last day of school. Southfield Public Schools year appears to end on June 13, 2024, per their Master Calendar.

Previous Action: N/A

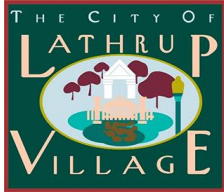
Economic Impact: Minor loss of revenue collection due to waiving garage sale fees. \$5 for 2-signs and \$7 for 3-signs. Indirect positive community benefit via the potential of increased traffic throughout the City.

Recommendation: It is my recommendation to set the city-wide garage sale dates as June 15 & 16.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to set the City-Wide Garage Sale for June 15 & June 16, 2024, and waive any associated garage sale fee for those dates only.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Request to Approve Maner Costerisan as City Auditor

Background Brief: Earlier this calendar year Plante Moran (PM) resigned as the City’s Auditor to move into an accounting consulting role with the City. Due to PMs new role, they cannot serve as the City’s Auditor as it would be a conflict of interest and against generally accepted accounting practices. This resulted in City staff issuing a Request for Proposal (RFP) for Auditing Services. The City received four (4) submissions for Auditing Services and after careful consideration of each technical proposal and reference check staff is recommending moving forward with Maner Costerisan as the City’s Auditor for three (3) years with optional renewal for an additional two (2) years.

Bid Results (Year 1):

Table with 5 columns: Bid Item, Maner Costerisan, AHP, Yeo & Yeo, Rehmann. Rows include Audit Services, Single Audit, Financial Report, and TOTAL.

Previous Action: N/A

Economic Impact:

- FY 24-25: \$38,610
FY 25-26: \$40,400
FY 26-27: \$42,200
FY 27-28: \$44,100
FY 28-29: \$45,900

NOTE: The total auditing fee may be more/less as the presented price includes pricing for a Single Audit. A Single Audit is a requirement per project if the City were to spend \$750,000+ in federal funds in a fiscal year.

Recommendation: It is my recommendation to approve a three-year agreement with Maner Costerisan as the City Auditor

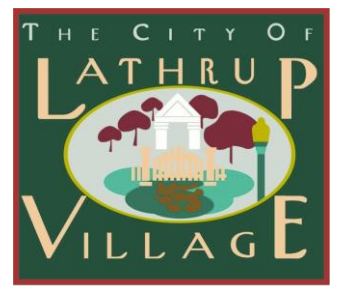
Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve Maner Costerisan as the City of Lathrup Village Auditor for a period of three years.

Kelly Garrett Mayor, Bruce Kantor Mayor Pro-Tem, Jalen Jennings Council Member, Dalton Barksdale Council Member, Jason Hammond Council Member

Professional Auditing Services

Prepared for:
CITY OF LATHRUP VILLAGE
Attn: AUDITING RFP
27400 Southfield Rd.
Lathrup Village, MI 48076



A HERITAGE OF GOOD LIVING

Table of Contents

Cover Letter	03
About Maner Costerisan	05
Government Expertise	06
Meet the Team	07
Overview & Engagement Scope	09
Mandatory Criteria	09
License to Practice in Michigan	10
Overview of Firm	11
Summary of Qualifications	14
Our Audit Approach	18
Timeline	21
Additional Service Capabilities	22
Audit Hours	23
Peer Review Report	24
Certificate of Liability Insurance	25



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912

☎ 517.323.7500

📠 517.323.6346

TO

Finance Department
City of Lathrup Village

FROM

William I. Tucker IV, CPA
btucker@manercpa.com
Maner Costerisan

April 2, 2024

Dear Mike,

We are very excited about the opportunity to provide you with a proposal for professional auditing services for the City of Lathrup Village for the fiscal years ending June 30, 2024 through 2026, with possible extensions for 2027 and 2028. Our services will include a financial audit of the City's financial statements and other requested services. Our firm will provide timely audit services and a "big picture" report to the Members of the City Council reviewing operations, audit conclusions, and recommendations.

We understand the audit will be performed in accordance with generally accepted auditing standards (GAAS) as contained in the Statement on Auditing Standards of AICPA and to the extent applicable, Government Auditing Standards, and the Uniform Guidance. We will plan our audit assuming the City's financial statements will be prepared in accordance with U.S. generally accepted accounting principles. We will meet the time frames outlined in the request for proposal, assuming the City provides the required trial balances and schedules by the necessary dates.

Why We Believe We Are the Best Qualified

- The engagement principal assigned to your audit has over 22 years of experience in governmental auditing and accounting, including extensive experience with GASB 34 financial statements.
- Maner Costerisan's experience includes auditing more than 300 governmental entities including cities, villages, counties, townships, school districts, libraries, health departments, road commissions, other local authorities and agencies, and various departments of the State of Michigan.
- The engagement principal currently serves on the Michigan Committee on Governmental Accounting and Auditing. This committee provides guidance that local units of government may use in complying with accounting and auditing requirements in the State of Michigan. As a result, a considerable amount of time is spent working with representatives of the State Treasury Department, Municipal Finance Commission, and the Department of Transportation.

- The engagement principal assigned to your audit serves as the co-chair of the Michigan Government Finance Officers Association-Accounting Standards Committee. This committee supports governmental accounting and financial reporting advancement through active participation in the review and analysis of proposed pronouncements from authoritative accounting standard-setting bodies.
- Our firm is a member of the Governmental Audit Quality Center (GAQC), established by the American Institute of CPA's (AICPA).

We understand the importance of conducting an engagement in a manner that will cause the least disruption to your office. All of our efforts are directed toward achieving the completion of these projects with the highest degree of quality. We have included our most recent peer review report. We again received a "pass" report.

The accompanying proposal is a firm and irrevocable offer for the financial statement audits of fiscal year 2024 through 2026, with possible extensions for 2027 and 2028 for the City. This proposal is effective for 60 days. We pride ourselves on completing our audits in a timely fashion and will perform the audit of the City's financial statements within applicable deadlines. Our proposal is a written expression of our plan of services and qualifications, but it cannot completely convey the enthusiasm with which Maner Costerisan approaches this opportunity.

I look forward to hearing from you.

Sincerely,

William I. Tucker IV, CPA

William I. Tucker IV, CPA

About Maner Costerisan

Over 115 years in business. That means Maner Costerisan has more than a century of experience in looking toward the future. We've learned a lot over the last 100-plus years, growing from a small, local firm serving mid-Michigan in the early 1900s to one of Accounting Today's Top Regional Firms (2021, 2022, 2023).

Our growth and success are directly connected to strong relationships with our clients. We listen to their problems and help solve them.

We begin every business relationship by immersing ourselves in your goals, obstacles, and opportunities. We understand where you are today and learn where you want to go tomorrow. This insight empowers us to develop creative, flexible, cost-effective solutions to get you there. Not some vague, one-size-fits-all plan, but a comprehensive, step-by-step blueprint for success. Designed to keep you compliant and turn today's potential into tomorrow's achievements.

We may work with numbers and figures, but it's people and relationships that drive us. Our mission is to enable others to reach their potential.

Every day, this is how we prove "client first" is both our promise and our passion:

- Proactively using our industry experience and knowledge to stay on top of your ever-changing requirements and the latest legislative changes impacting your industry.
- We're a trusted advisor and sounding board, delivering strategic solutions and hands-on guidance to help put you ahead of obstacles and the competition.
- Ensuring every client works exclusively with senior-level professionals, experienced in your industry - giving you direct access to our partners and managers every step of the way.
- Listening to your needs and challenges. Developing actionable solutions to help you get where you want to be.



Government Expertise

With Great Power Comes Great Scrutiny - Today, more is expected from government entities, so no one is more dedicated to offering smarter, cost-effective solutions than the experts at Maner Costerisan. We're deeply connected with the Michigan government and have hands-on experience working at every level. This experience empowers us to offer proactive solutions, going beyond just compliance maintenance. Our team knows how to help you get the most of tight budgets and manage talent shortages while staying on top of the shifting laws, rules, and regulations. Whether as a long-term partner or short-term resource, we're here to step in and help make any department stronger, so you can give your best to working for the public good.

Expertise in Action:



What Makes Maner Different?

Our professional staff is highly trained to provide services to governmental and nonprofit organizations and related entities in the areas of accounting, taxation, and consulting. Professional training is maintained by staff members through participation in and presentation of educational programs conducted both in-house by our firm and sponsored by national, state, and local professional societies and associations.

We perform these highly complex and regulatory-heavy audits. We are also certified to provide peer reviews of other CPA firms, reviewing their quality control systems to ensure they perform audits at the highest standards.

Other CPA firms seek our experienced professionals to review and grade their performance.

Client service remains at the heart of everything we do at Maner Costerisan. In June 2023, we received our fourth consecutive "Best of Accounting" Client Satisfaction Award from Clearly Rated.



Meet the Team

The team below will be dedicated to supporting the City:



Bill Tucker, CPA

Principal, Director
Audit

About Bill

Bill brings more than 22 years of experience specializing in government and nonprofit auditing and consulting to Maner Costerisan. A member of the firm's Board of Directors, Bill leads Maner's Government team and is a partner in the Audit department. Since joining Maner through a merger with Stevens, Kirinovic & Tucker P.C. (SKT) in early 2019, he's helped spearhead tremendous growth throughout the government division, always looking for innovative solutions to help municipalities and government entities achieve their goals.

Bill consistently provides valuable contributions in the form of thought leadership articles on Maner's website and delivers engaging presentations at industry conferences and committees.

Furthermore, he actively takes charge of keeping the entire government team well-informed about the constantly evolving requirements for government entities of various scales.

"Growing up, I was considered a leader due to the hard work and dedication I put into activities. Hard work set up a good foundation of what has driven my success."

"When I joined the parenthood rank, it emphasized never knowing what tomorrow can bring and always being 100% prepared for the next day. Making the most out of every day and accomplishing the task at hand changed the way I work every day and drove my success."

Certifications:

- Certified Public Accountant (CPA)

Memberships:

- American Institute of Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)
- Michigan Governmental Finance Officers Association

Meet the Team (cont.)



Tyler Baker, CPA

Senior Manager
Audit

About Tyler

Tyler joined Maner Costerisan in 2014 as an intern. He is now a senior manager in the firm's Audit department, where he specializes in providing audit and advisory services to Maner's governmental clients, including municipalities and school districts.

An active member of the Michigan Association of Certified Public Accountants' Government Accounting and Auditing Expert panel, Tyler is committed to keeping up-to-date on the latest compliance and regulatory changes impacting his clients. In addition, he serves as a regular presenter of Maner's education and government webinars, sharing his knowledge with clients and others throughout the industry.

"My ultimate goal in life is to be the best and most present father, friend, son, brother and co-worker I can possibly be."

Certifications:

- Certified Public Accountant (CPA)

Memberships:

- American Institute of Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)

Overview & Engagement Scope

City of Lathrup Village

Based on the RFP, we understand your needs consist of the following components for the 2024 calendar year and the future:

- Finance statement audit in accordance with generally accepted auditing standards and *government auditing standards*
- Single Audit subject to Uniform Guidance, if applicable

Mandatory Criteria

Independence

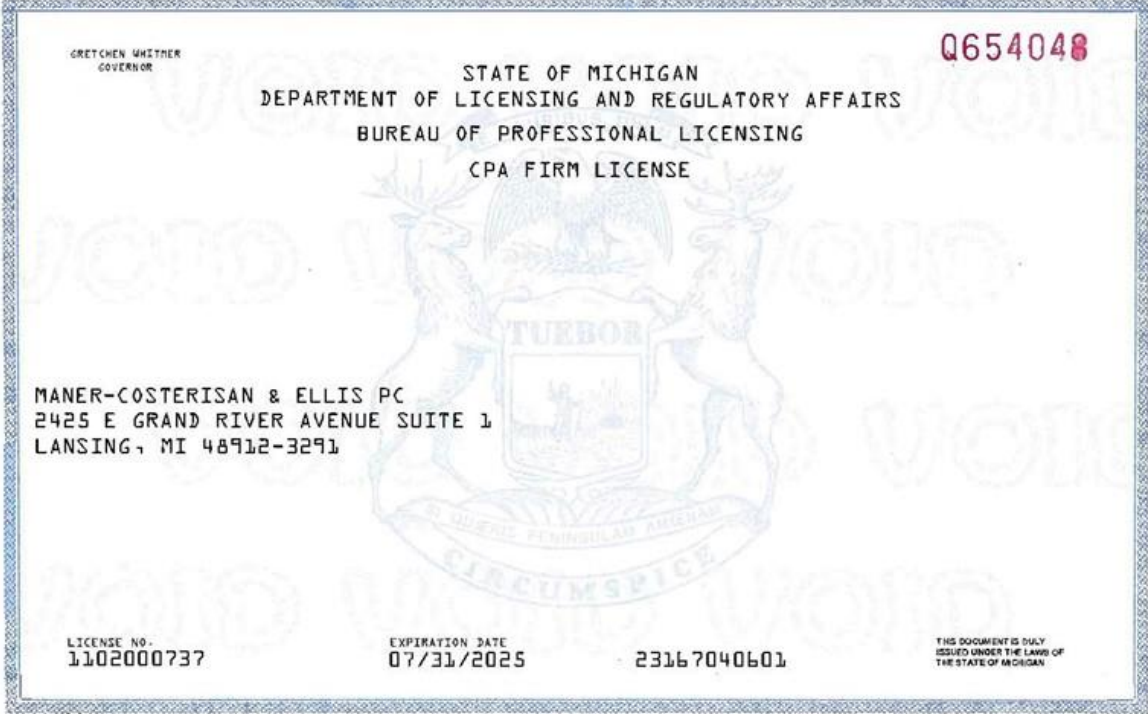
Maner Costerisan is independent with regard to the City. We meet all the independence requirements of Generally Accepted Auditing Standards and Government Auditing Standards in relation to the City.

We affirm that we will follow the AICPA Interpretations of 501-3.

The firm will give the City's management written notice of any professional relationships entered into during the period of this agreement which would impact the independence of, or relationship with, the City.

License to Practice in Michigan

Maner Costerisan is properly licensed in the State of Michigan.



Overview of Firm

Maner Costerisan was founded in the early 1900s. Since that time, we have grown into the largest local accounting firm in mid-Michigan, and we are recognized as a leader in conducting traditional and non-traditional services in the region. Maner Costerisan's main office is located at 2425 E. Grand River Avenue, Suite 1, Lansing, Michigan 48912. The immediate access to our experts and engagement team results in increased efficiencies and faster completion times for our engagements. In addition, our affiliation with BDO Alliance USA provides us easy access to additional professional and technical resources.

The firm consists of approximately 185 individuals, including 31 shareholders (principals), and more than 40 professionals providing audit services to governmental entities. Most staff join our firm immediately after college through a very selective recruitment program. Our professional staff is highly trained to provide services to governmental and nonprofit organizations and related entities in areas of accounting, taxation, and consulting. Professional training is maintained by staff members through participation in and presentation of educational programs conducted both in-house by our firm and sponsored by national, state, and local professional societies and associations.

The audit of the City's financial statements will be performed by full time professionals from our Lansing office.

Our firm participates in the AICPA Peer Review Program of the National Peer Review Committee (NPRC). We have received a "pass" peer review during every review since the inception of the program, including the most recent review in July 2023. We have received approval as a registered firm under the Public Company Accounting Oversight Board (PCAOB) and are a charter member of the AICPA Government Audit Quality Center. Please refer to page 24 for our most recent peer review letter. Our most recent peer review included a review of specific governmental engagements.

We have specific governmental experience and have served as the audit firm for local governments for 30 years. The importance of the institutional knowledge we have gained over the years cannot be overemphasized. We have a long history of working with organizations like yours and believe we are the best firm to service your needs. Our clients have come to expect diversity of services and personal attention, our strength stems from a highly professional and dynamic staff. In 2023, governmental engagements accounted for more than 25% of the firm's revenue.

Overview of Firm (cont.)

Our clients have shown us that they want the resources of a large accounting organization yet prefer to maintain the close, personal interaction only possible with an independent CPA firm. To expand our services, Maner Costerisan participates in BDO Alliance USA. We are an independent member of the BDO Alliance USA, a nationwide association of independently-owned local and regional accounting, consulting, and service firms with similar client service goals. By supplementing our services, the BDO Alliance USA allows us to:

- Enhance our client services and broaden our capabilities overall
- Expand our domestic and international coverage
- Gain greater technical knowledge in specialty areas
- Utilize professionals with experience in a wide range of industries
- Access the most up-to-date technical information
- Participate in the latest training programs
- Provide our clients with key contacts and sophisticated professionals throughout the U.S.

The BDO Alliance USA brings us the necessary tools to help us better serve our clients with greater flexibility, efficiency, and cost-effectiveness.

The BDO Alliance USA is a subsidiary of BDO USA, LLP, a Delaware limited liability partnership. For more than 100 years, BDO has provided quality service through the active involvement of experienced and committed professionals. The firm serves clients through more than 65 offices and over 750 independent alliance firm locations nationwide. As an independent Member Firm of BDO International Limited, BDO serves multi-national clients through a global network of more than 91,000 people working out of more than 1,600 offices across 167 countries.

BDO USA, LLP, a Delaware limited liability partnership, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO is the brand name for the BDO network and for each of the BDO Member Firms.

Members of BDO Alliance USA must undergo a rigorous screening process and are evaluated on professional standards - including a periodic peer review under the auspices of the American Institute of Certified Public Accountants. Maner Costerisan's participation in the Alliance is further assurance that our firm can provide the level of service and resources required to serve effectively and efficiently. We will help you develop solutions that work.



Overview of Firm (cont.)

Single Audits

The “Single Audit” is required to be performed for governmental units that expend \$750,000 or more in federal financial assistance in a fiscal year. This type of audit covers compliance with grant regulations and contract provisions, along with financial areas.

We have attained extensive experience with governmental units related to grant funded programs, either by performing Single Audits or providing monitoring and technical assistance services. We have performed Single Audits for numerous governmental units and nonprofit organizations, and currently perform more than 150 Single Audits annually. All team members assigned to the City’s engagement have experience auditing federal programs. This experience would prove beneficial to the City in assisting in applying for and auditing of grants.

Desk or Field Reviews

Single Audits that have been subjected to desk reviews by Federal and State agencies have always received acceptable results on these reviews. We have also received acceptable results on all Federal or State field reviews on our Single Audits. No disciplinary action has been taken or is pending against our firm during the past three years with state regulatory bodies or professional organizations. Our governmental principals have extensive experience with the Single Audit, which assures that audit coverage and reporting requirements are met.

Regulatory Action

There is currently no action taken by any oversight body against our organization.

Potential Audit Concerns

There are currently no potential audit concerns noted.

Summary of Qualifications

Your Audit Team

Choosing the right professionals to serve you is a critical element of success. In selecting your service team, we reviewed carefully our understanding of your needs, as well as your plans, and identified the people whose credentials are ideal for you. The individuals we have selected, have a demonstrated track record with governmental clients, strong technical backgrounds, and outstanding leadership and communication skills.

Client service and satisfaction are among our prime considerations. One of the most important services we provide our clients is monitoring their needs on a continual basis. This begins at the staff level and progresses all the way to the shareholder-in-charge of your account. We believe it is important that our clients have several resources to help them rather than just one. We have found this type of teamwork facilitates the identification of issues in advance and enables us to plan for them accordingly.

We currently have approximately 185 full time staff members. The audit department accounted for 48% of the firm's revenue in 2022. The key professionals you will work with are indicated in the chart below.

	Member(*)	Relevant Experience	Position
William I. Tucker IV, CPA	1, 2, 3	22 years	Engagement Principal
Aaron M. Stevens, CPA, CGFM	1, 2, 3	29 years	Independent Review Principal
Tyler P. Baker, CPA	2, 3	8 years	Senior Manager

(*) 1) Member of Michigan GFOA 2) American Institute of CPAs 3) Michigan Association of CPAs

The audit team assigned to your engagement has significant experience in governmental accounting and auditing and provides services to governmental units year-round. Our firm and all of our personnel are committed to providing the highest quality of service. We have not had any complaints leveled against the firm or the individuals listed in this proposal by the AICPA, the State Board of Accountancy, or any other regulatory authority. In addition, upon being selected, an appropriate number of staff would be assigned once detailed schedules of dates have been determined. It is in the best interest of the City as well as Maner Costerisan to maintain continuity of staff on every engagement from year to year and we make every effort to make that possible.

Summary of Qualifications (cont.)

Your Audit Team (continued)

All audit team members obtain continuing professional education through the AICPA and MICPA as required, including the area of governmental accounting and auditing. In addition, we demonstrate our commitment to the governmental industry by participating in the following associations and organizations:

- American Institute of Certified Public Accountants
- Government Finance Officers Association
- Michigan Association of Certified Public Accountants
- Michigan Government Finance Officers Association
- Michigan Municipal Executives
- Michigan Municipal Treasurers Association
- Michigan Townships Association
- Michigan Committee on Governmental Accounting and Auditing
- Michigan Association of Counties
- Michigan School Business Officials
- Michigan Public Transit Association
- Michigan Association of Transportation Systems
- City Road Association of Michigan

Summary of Qualifications (cont.)

Similar Engagements with Other Public Sector Entities



20+ CITIES



120+ SCHOOL DISTRICTS



150+ SINGLE AUDITS



50+ VILLAGES & TOWNSHIPS



400+ NONPROFIT ORGANIZATIONS



110+ GOVERNMENT ENTITIES

Summary of Qualifications (cont.)

References

Governmental Entity: **City of Niles**
 Scope: Financial Audit and Single Audit, when applicable
 Most Recently Completed: September 30, 2022
 Partner: William I. Tucker, IV
 Total Hours: 320
 Principal Contact: Sandy Naugle, Finance Director/Treasurer
 Email Address: FinanceDirector@nilesmi.org
 Phone Number: 269-683-4700 x2010

Governmental Entity: **City of Albion**
 Scope: Financial Audit and Single Audit, when applicable
 Most Recently Completed: December 31, 2022
 Partner: William I. Tucker, IV
 Total Hours: 250
 Principal Contact: David Clark, CPA, Finance Director/Treasurer
 Email Address: dclark@cityofalbionmi.gov
 Phone Number: 517-629-7901

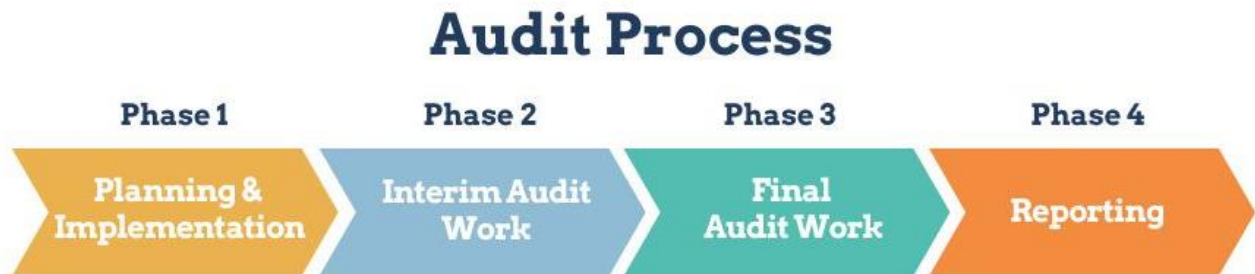
Governmental Entity: **City of Huntington Woods**
 Scope: Financial Audit, ACFR preparation
 Most Recently Completed: June 30, 2023
 Partner: Aaron M. Stevens, CPA
 Total Hours: 220
 Principal Contact: Ethan Haan, MPA, Finance Director/Treasurer
 Email Address: ehaan@hwmi.org
 Phone Number: 248-581-2640

Governmental Entity: **City of Grand Ledge**
 Scope: Financial Audit and Single Audit, when applicable
 Most Recently Completed: June 30, 2023
 Partner: William I. Tucker, IV
 Total Hours: 200
 Principal Contact: David Pawley
 Email Address: dpawley@cityofgrandledge.com
 Phone Number: 517-627-2149

Governmental Entity: **Village of Grosse Pointe Shores, A Michigan City**
 Scope: Financial Audit and Single Audit, when applicable
 Most Recently Completed: June 30, 2023
 Partner: Jordan Smith
 Total Hours: 170
 Principal Contact: Steve Poloni, City Manager
 Email Address: polonis@gpshoresmi.gov
 Phone Number: 313-881-6565

Our Audit Approach

We pride ourselves on understanding our clients and their unique needs. Based on this firm-wide standard, we dive into the audit process by assessing your organization's needs and risks. After digging into the details and getting a better sense of your firm's goals, challenges, and situation, we'll design a tailored audit approach that best fits your circumstances.



Less Stress. More Impact.

While standardizing efficiency can be a profitable strategy, rigid uniformity for its own sake reduces efficiency and creativity. That's why we've adopted a forward-thinking approach that encourages flexibility based on your needs. We're realistic and want to make this process - which can be challenging and overwhelming - as simple as possible for you. Our team constantly brings forward new ideas to make the process easier for our clients while staying true to our professional standards and ethical commitments.

An audit can sometimes feel like one more thing to manage on your already full plate. We schedule our work to minimize the impact on your staff while maximizing the effectiveness of our engagement team and process. Timing can be everything - so we collaborate with you to ensure we're partnering in a way that works for your key stakeholders - on the way to making the audit process less of a headache.

What to Expect

Effective communication, technology, and creative analytical tools are fundamental to our audit process. In addition, we lean into the following key components to ensure our audit process produces an accurate, efficient, and effective audit that follows professional standards. It also provides helpful insight to ensure your plan is doing its best for its participants.

Audit Programs

We utilize PPC for our Governmental audit planning and audit programs as well as take a tailored approach on a client by client basis.

Our Audit Approach (cont.)

Sample Sizes and Extent of Statistical Sampling

Our utilization of sampling in auditing generally centers on compliance and controls testing, rather than substantive testing of account balances. We use quality control materials from PPC in all our audit engagements. These forms guide our staff through a logical process of assessing inherent risk, control risk, and combined audit risk, followed by an assessment of appropriate sample size for testing the following areas:

- Controls over expenditures
- Michigan legal compliance
- Federal compliance under the uniform guidance, as applicable

Sample sizes obtained via the PPC guidance system fall into categories of 25, 40, or 60, depending on circumstances. The most common scenario would be a selection of 40 transactions in the first year of our engagement, followed by a sample size of 25 in subsequent years, assuming no significant problems are discovered in the first year. We are usually able to cover a substantial portion of the two categories of testing with one sample, resulting in a very efficient transaction testing phase.

Analytical Review

In accordance with accounting standards generally accepted in the United States of America, analytical review will be utilized in the planning process and during the final review stage of the audit. Our analytical procedures consist of five components: expectation development, explanation generation, information search and explanation evaluation, decision making and documentation. Specific procedures would include comparison of actual results to prior years and to adopted documentation. Specific procedures would also include comparison of actual results to prior years and to adopted budget (as amended), comparison of expected revenue to actual revenue recognized, and a reasonableness test for return on investments. Other substantive procedures may be supplemented by analytical procedures, depending on our audit risk assessments process.

Understanding of Internal Control

Statements on auditing standards require us to gain an understanding of the control environment and to assess control risk in planning our audit. In order to accomplish this, we will utilize PPC's "government organization planning forms," and by discussion with appropriate City staff, we will document significant internal control points in the cash and investments, revenue expenditures and expenses, general ledger, payroll, accounts payable, and purchasing systems.

Internal Quality Control

Governmental audits conducted are subject to an independent review in accordance with our Quality Control Procedures.

Our Audit Approach (cont.)

Identification of Potential Audit Problems

We do not foresee any potential audit problems. Should any audit problems arise, we will discuss and address them with management so as to minimize the effect on the timely completion of the fieldwork and resulting report.

Report Formats

Generally accepted accounting principles allow for various reporting formats to be utilized by governmental units. Rather than including a few sample formats, we would be happy to provide you with copies of any of our current clients' specific financial reports that you would like to see. Also, all of our governmental reports are electronically submitted to the Michigan Department of Treasury and are available for review via their website: <https://treas-secure.state.mi.us/DocumentSearch>.

Key Components of the Audit Process



PLANNING

- While investing in this step takes time, it leads to a more effective and efficient audit.
- In this stage we develop an understanding of your plan and how it operates.



SCHEDULING

- We'll introduce our team ASAP and begin staffing and scheduling your audit, keeping in mind consistency of staff and increased efficiency in long-term engagements.



FIELD WORK & WRAP UP

- We schedule our fieldwork well in advance with predetermined objectives and requested items.



PROGRESS MEETINGS

- We'll set up regular meetings with stakeholders to discuss our status and any open items or challenges we face in completing the audit - so nothing is a surprise.



TECHNOLOGY

- We utilize technology to optimize the audit process.
- By leveraging paperless documentation, client portals, and software, we work to streamline and create efficiencies throughout the process.



STAKEHOLDER EXPECTATIONS

- We aim to be the ultimate professionals, respecting your team's time and busy workload.
- We'll work together to help document your systems, prep confirmations, and gather source documents as efficiently as possible.



DEADLINES

- Meeting deadlines is a top priority.
- Absent events beyond our control, be assured we'll meet all deadlines we've collectively established in the Planning stage.



QUALITY CONTROL

- We have an extensive review process to ensure the highest standards are met. A firm principal reviews all services before they're considered "complete."
- It's our policy to lock audit work papers within 45 days of the report date, allowing time to resolve any issues and still meet professional standards.

Timeline

Below is a suggested timeline for the project based on our experience with similar clients. As always, we'll work with you to create a timeline that works best for your team.

Audit for Calendar Year June 30, 2024

Planning

- Discuss current year audit with management. Assess risk, write/tailor audit programs, test controls, document understanding of transaction cycles, perform SAS 99 procedures, perform preliminary analytical review, prepare confirmations, review minutes, review permanent file information, prepare list of audit schedules to be prepared by client personnel, complete planning.
- Formal planning meeting with client.
- Consider changes needed due to recent technical pronouncements and management's desire.
- Document understanding of internal compliance processes and perform system walkthroughs.

April/May 2024

Fieldwork

- Perform audit testwork including analytical procedures, compliance testing and other substantive procedures.
- Meet with management to discuss adjustments and management letter comments.
- Conduct exit conference with client.
- Review draft financial statements and finalize changes with client.

September 2024

Issue Deliverables (draft for finalization)

- Audit report
- Management advisor letters
- Audit committee correspondence

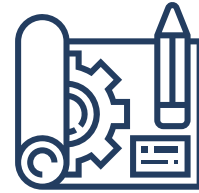
November 2024

Presentation to City Council

November 2024

Additional Service Capabilities

Maner Costerisan's dedicated Government team delivers an unprecedented level of support where you need it most. You'll get guidance from partner-level staff, along with hands-on help proven to lower costs and elevate performance. When every dollar matters, trust Maner to get the job done.



Outsourced Accounting Solutions

From day-to-day accounting support to filling a CFO role, we can supplement your dedicated accounting staff with a team of experts. It's the proven way to lower costs and minimize disruptions to daily operations - all while staying compliant and implementing data-driven financial strategies that can secure a bright future for your municipality.

Technology

When every recourse is precious, the right technology makes all the difference. Our experts can help you customize, implement, and maintain technology that streamlines your accounting, improves communication across departments and delivers actionable financial analytics for better decision-making - all while upholding the highest level of security.

Defined Benefit & Contribution Plans

Managing and growing a large asset pool like a government entity's retirement plan is a huge responsibility. Which is why we bring decades of skill and experience to the job - considering countless factors from investment volatility to your fiduciary obligations. Working with our team helps reduce your liability and potentially lowers costs and fees, while giving your employees more choices and control.

Audit & Assurance

When you work for the public, financial transparency and accuracy are essential. We'll complete an independent review of financial statements and provide a detailed report that confirms the reliability of your data - protecting you and the trust of the people you serve.

Wealth Management

While you're working long hours to support your clients and community, we help make sure your money is working for you. Our wealth management experts customize investments around where you are today and where you want to be tomorrow. With our sound, proven investment strategy, you can be confident your money is building toward your personal goals and the retirement of your dreams.

Audit Hours

See separate Fee Proposal for breakdown of hours and fees.

The following summarizes our estimate of the audit hours required to complete the engagement for the fiscal year ending June 30, 2024, detailed by team member level and section of the engagement:

	Hours			
	Preliminary Fieldwork	Year-End Fieldwork	Review & Reporting	Total Reporting
William I. Tucker IV, CPA Engagement Principal	2	8	11	21
Aaron M. Stevens, CPA Independent Review Principal	0	0	3	3
Tyler P. Baker, CPA Senior Manager	4	24	17	45
To be determined Associates	8	74	16	98
Administrative personnel	0	0	2	2
	<u>14</u>	<u>106</u>	<u>49</u>	<u>169</u>

Peer Review Report



Report on the Firm's System of Quality Control

July 31, 2023

To the Principals of Maner Costerisan PC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Maner Costerisan PC (the firm) in effect for the year ended March 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maner Costerisan PC in effect for the year ended March 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Maner Costerisan PC has received a peer review rating of *pass*.

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP

1233 N. Mayfair Road Suite #302 • Milwaukee, WI 53226-3255 • 414-271-7800

www.rpb.biz

Certificate of Liability Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/05/2024

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).

PRODUCER Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9881		CONTACT NAME: Certs@PCIAonline.com PHONE (A/C, No, Ext): (800) 969-4041 FAX (A/C, No): (800) 969-4081 E-MAIL ADDRESS: Certs@PCIAonline.com															
INSURED Maner, Costerisan & Ellis PC, DBA: Maner Costerisan 2425 E. Grand River Avenue Suite 1 Lansing MI 48912-3291		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #																
INSURER A: Travelers																	
INSURER B:																	
INSURER C:																	
INSURER D:																	
INSURER E:																	
INSURER F:																	

COVERAGES **CERTIFICATE NUMBER:** 24-25 ALL **REVISION NUMBER:**

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"/> COMMERCIAL GENERAL LIABILITY <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:			8546532132	01/01/2024	01/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			8546532132	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 5,000			32132496452	01/01/2024	01/01/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	865432132	01/01/2024	01/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER For Informational Purposes Only	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
--	--



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912

☎ 517.323.7500

📠 517.323.6346

**Price Proposal to Provide
Audit Services for
City of Lathrup Village**

**Fiscal Years Ending
June 30, 2024 through 2028**

Submitted by:



Lansing Location:

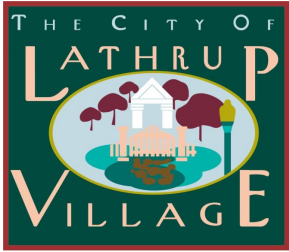
2425 E. Grand River Avenue, Suite 1
Lansing, MI 48912

William I. Tucker IV, CPA, Principal, is authorized to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City of Lathrup Village.

William I. Tucker IV, CPA

William I. Tucker IV, CPA
Principal

Submitted: April 2, 2024
Proposal Effective for Sixty Days



A HERITAGE OF GOOD LIVING

ATTACHMENT B

CITY OF LATHRUP VILLAGE

RFP PROFESSIONAL AUDITING SERVICES
FEE PROPOSAL

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT
OF THE 2024, 2025, 2026, 2027, 2028
FINANCIAL STATEMENTS

	6/30/2024	6/30/2025	6/30/2026	6/30/2027	6/30/2028
Audit Services	\$ 33,000	\$ 34,600	\$ 36,300	\$ 38,100	\$ 39,900
Single Audit, if required	\$ 5,610	\$ 5,800	\$ 5,900	\$ 6,000	\$ 6,000
Annual Financial Report	Included	Included	Included	Included	Included
TOTAL (NOT TO EXCEED)	\$ 38,610	\$ 40,400	\$ 42,200	\$ 44,100	\$ 45,900

	Hours		Hourly Rate		Total Audit Fee 6/30/2024
Partners	24	X	\$ 400	=	\$ 9,600
Managers	45	X	\$ 270	=	\$ 12,150
Supervisory Staff		X	\$	=	\$
Staff	98	X	\$ 170	=	\$ 16,660
Other (specify): Admin	2	X	\$ 100	=	\$ 200
GRAND TOTAL (NOT TO EXCEED)					\$ 38,610

We acknowledge the following addenda: _____
(please indicate addenda numbers)

This proposal submitted by:

Representative Name (printed) William I. Tucker IV, CPA

Title Principal

Signature *William I. Tucker IV, CPA* Date April 2, 2024

E-mail btucker@manercpa.com

Company (Legal Registration) Maner Costerisan PC

Address 2425 E. Grand River Avenue, Suite 1

City Lansing State MI Zip 48879

Telephone 517-323-7500 Fax 517-323-6346

Total All-Inclusive Maximum Price

Compensation for Requested Services

The fees quoted above are based on anticipated levels of client assistance and expertise and have been discounted from our standard hourly rates. Should any of these levels of assistance or expertise change significantly during the period of our engagement, we will need to discuss this situation with the City to determine a plan of action for the remainder of the agreement. If circumstances are encountered (i.e., unrecorded accruals, unbalanced records, significant audit journal entries, inadequate staff assistance, etc.), that cause us to spend additional time that was not planned we will discuss the situation with you prior to performing any additional services.

For purposes of pricing the Single Audit, the fee quoted assumes the City will have no more than one major federal program. If additional major federal programs are required to be audited under the Single Audit Act in any given year, there will be an additional charge of \$4,000 per additional major federal program audited.

In any year that the City would like us to prepare the State of Michigan, Department of Treasury F-65 Form, we will bill the Charter Township at an hourly rate of \$250.

If additional procedures are necessary to assist with the implementation of new pronouncements, our fees will be based on the services rendered at our standard hourly rates.

Because we are extremely interested in serving City of Lathrup Village and the fact that our team members have a great deal of experience working with governmental units, we are proposing a significant discount to our cost estimate. The price schedule detailed above is a firm price assuming the City records are in reasonable condition, and we are provided reasonable City staff assistance. If our team members spend more hours than the projected hours detailed above that are not due to certain circumstances (i.e., unbalanced record, improperly recorded activities, the state of the records being significantly different than what was stated in the proposal process, inadequate staff assistance, etc.) then we will not bill for any amounts over the cost estimate. During each year of the audit, we will spend approximately 20% more in costs than what is projected above, however, we will not bill you for that additional time unless it exceeds the 20% amount which would be caused by circumstances such as those items listed above that would be discussed with the City prior to incurring any additional time.

Our proposal is to provide City of Lathrup Village with auditing services (attest services), rather than accounting services (nonattest services). The cost schedule detailed above assumes that extensive journal entries to adjust the accounting records (i.e., bookkeeping) will not be required as part of the audit process. If auditor-proposed journal entries are required after the trial balance download is taken in order for the financial statements to be fairly presented in accordance with generally accepted accounting principles, we propose a per entry fee of \$200. This fee will not be billed if there are less than five entries in a given year. Creation of required schedules will be the responsibility of the City, but if the City needs assistance to prepare any of the necessary supporting schedules, we will assist in this and we will perform these services at the above stated rates.

Total All-Inclusive Maximum Price (continued)

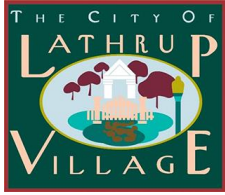
Compensation for Requested Services (continued)

The cost of the audit is based on the amount of time it takes to perform the audit of City of Lathrup Village. Our charges for audit or management services are based on the level of team member necessary to perform the services. The hourly governmental audit billing rates are as follows:

Principal	\$295 - 400
Senior Manager	245 - 270
Manager	200 - 235
Senior Associate	170 - 185
Associate	120 - 160
Administrative	110 - 120

If certain circumstances are encountered, such as significant areas not being ready for audit that delay or disrupt field work or those issues listed above, we will discuss them with you and negotiate additional billings. While we do not expect that there will be additional billings in any audit year, because of the discounted fee that is being proposed, it is important that the City adhere to the agreed-upon audit schedule - allowing us to conduct the audit as efficiently as possible.

The fees quoted for years subsequent to 2024 may be subjected to renegotiation if significant changes in professional standards, reporting requirements, or City staffing make our initial estimate of hours to complete the audit unrealistic. If any such significant changes occur, we will discuss the reasons with you and arrive at a new fee arrangement prior to incurring any additional charges.



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Lexipol Grant Assistance Services

Background Brief: As discussed during our March 18, 2024, Study Session, the City has been exploring opportunities for grant writing assistance. The Police Department discovered Lexipol and met with Lexipol representatives to review their offerings and to see if they would meet the needs of the City. I had a follow-up call with Lexipol representatives and the staff’s belief is they have the experience and expertise to meet the needs of the City.

We are seeking to be a part of the Lexipol Grant Assistance Program, which combines all its grant services, including grant research, alerts, consulting, and review. With this service, we receive access to their GrantFinder tool, 1 (start to finish) grant writing service per year, up to 6 application and narrative reviews per year, a dedicated account management support team, and an annual strategic planning session.

City staff has completed a reference check on their services with other municipalities and all came back positive and believe the return was worth the investment.

Previous Action: March 18, 2024 – Study Session Discussion

Economic Impact: \$7,500 per fiscal year (minimum two-year commitment)

Recommendation: It is my recommendation to approve Lexipol Grant Assistance Services.

Recommended Motion:
Moved by Council Member _____ seconded by Council Member _____
to approve Lexipol Grant Assistance Services for a base fee of \$7,500 per fiscal year.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------



FUND ESSENTIAL PURCHASES WITH **CUSTOM, COMPREHENSIVE GRANT ASSISTANCE**

Are You Getting Your Share of Grant Funds?

More than \$700 billion in grants is available to local government each year. But it can be difficult to navigate through the grant process. Few municipalities have grants experts on staff, or the time to research opportunities and develop grant applications.

Lexipol's pre-award grant services provide customized solutions enabling applicants to tap into federal, state and private grants. With our team of expert grants writers, researchers and project managers, you'll craft the best grant application possible, helping you obtain the funding you need for essential equipment, personnel and consulting services.

Let Us Help You Get Funded

Lexipol's unique grant solutions include:

- **GrantFinder** – real-time, online grant research tool
- **Grant Writing Services** – personalized consulting and narrative development
- **Grant Assistance Program** – a complete package to support all your grant needs throughout the year

2.5X SUCCESS RATE

Customers who use Lexipol grant services have a 40% success rate in getting funded, compared with the national average of just 17%.

With Lexipol grant services, you'll:

- 
Identify grants most appropriate for your agency
- 
Save time with personalized grant alerts
- 
Gain expert insight and assistance from seasoned grant experts
- 
Stand out in the highly competitive grants process

Our team of expert grant writers, researchers and project managers is invested in helping your city. Let us build a custom grants solution for you!

GRANT SERVICES

GrantFinder: Grant Research Made Easy

GrantFinder provides a real-time, online database of more than 15,000 federal, state, corporate and foundation grants. More than 5,000 municipal organizations trust GrantFinder to locate grants relevant to them. Powerful features include:

- Customized grant alerts for your preferred grant categories
- Interactive calendar to see upcoming grant deadlines
- Personalized dashboard and application tracking tools
- Hundreds of grants updated and added daily

Pricing: As low as \$1,495 per year!

Grant Writing Services: Partner With Our Experts

Complete Grant Application Services

- Identification of federal, state and private grants eligible to fund your project
- Data collected via online worksheet for your specific grant project
- Unlimited personalized grant consulting from senior grant consultants
- Development of the narrative sections of your targeted grant
- Unlimited reviews of your grant application by a grant expert
- Assembly of all application elements
- Data entry of your application

Pricing: \$6,000

Grant Assistance Program: Your Strategic Partner

If your agency is pursuing multiple grant projects—large or small—consider our Grant Assistance Program. This retainer service combines all our pre-award grant services, including grant research, alerts, consulting and review:

- At least 3 user subscriptions to GrantFinder research tool
- At least 1 Grant Writing Service per year
- Up to 6 per year application and narrative reviews by our team of experts
- Dedicated account management support team
- Annual strategic planning session with grant consultants

Pricing: Starting at \$7,500 per year!

LEXIPOL



Account Executive Information:

Anna Graham
Sales Account Executive
agraham@lexipol.com

Lexipol
2611 Internet Boulevard, Suite 100
Frisco, Texas 75034

Department Information:

Mike Greene
Village Administrator
mgreene@lathrupvillage.org
(810) 513-0302
City of Lathrup Village
27400 Southfield Road
Lathrup Village, Michigan 48076

Date: 3/20/2024

Start Date:
4/30/2024

Valid Through: 4/30/2024

End Date:
4/29/2026

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
2	Grant Assistance Platform - Local Gov	USD 7,500.00	USD 15,000.00
TOTAL:			USD 15,000.00

Notes

GAP Gov Retainer Service - 2 Years

City of Lathrup Village

Signature: _____

Print Name: _____

Title: _____

Date Signed: _____

Terms & Conditions:

An invoice or credit card authorization form will be sent upon receipt of a signed agreement.

Contract Delivery: Department and/or agency takes full responsibility for submitting required information on time. Department and/or agency is responsible for submitting the final grant application by the grant deadline. Failure to submit requested materials to write the grant application on time will result in rollover of project to next grant application cycle. Requests for contract cancellation will result in a 50% fee of the total value of the contract. The GrantFinder Master Subscription Agreement ("MSA") located at <http://www.lexipol.com/GTGF-Master-ServiceAgreement> between the Customer and Lexipol govern the use of the Lexipol GrantFinder research system and related services. By executing this Order Form, Customer agrees to the terms of this document and the MSA. **Services to Be Provided:** Lexipol will provide ("Subscriber") with an annual license to GrantFinder. ("Services"). Praetorian Digital warrants that (i) Services will have an uptime of at least 95% during the term; (ii) Praetorian Digital has the right to enter into this agreement and to perform its obligations hereunder; and (iii) Services do not infringe any patent, copyright, trademark, trade secret or other proprietary right in any jurisdiction or otherwise contravene any rights of any third person. **Term:** The initial term of this agreement is specified by the start and end dates above. **Billing & Renewal:** Invoice for grant writing agreements will be sent as soon as work is started for target grant. Complete payment must be received no later than 30 days after receipt of invoice. GrantFinder and all other services provided by Lexipol, including but not limited to GAPGov, shall renew automatically at current rate card rates for 1 year unless Subscriber notifies Lexipol, in writing, prior to sixty (60) days before the initial term is to end. **Collections:** Client agrees to pay for all costs of collection, including but not limited to, reasonable attorney fees and other fees made necessary by the nonpayment. Lexipol reserves the right to suspend all services until payment is received in full and may terminate this agreement at their discretion if department and/or agency fails to comply with the terms of this agreement. Accounts over 28 days past due shall be charged a twenty-five dollar (\$25) late fee. **Materials:** Must be received 5 days prior to the grant application close date.

City of Lathrup Village Grant Assistance Proposal

Confidentiality: *The information contained in this proposal is confidential and is intended only for the persons to whom it is transmitted to by Lexipol.*

Grant Assistance Program Summary

More than \$600 billion in grants is available to public safety agencies and local government each year. But it can be difficult to navigate through the grant process. Few agencies have grants experts on staff, or the time to research opportunities and develop grant applications. Lexipol's preaward grant services provide customized solutions enabling applicants to tap into federal, state, and private grants. With our team of expert grant writers, researchers, and project managers, you will craft the best grant application possible, helping you obtain the funding you need for essential programs, equipment, and personnel. While we cannot guarantee funding, we will do everything in our power to make sure we have clearly and effectively presented a strong case statement for funding your proposed grant project to the grant making agency.

The Lexipol Advantage

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1. Our customers choose Lexipol to help them expertly navigate the increasingly complex grant process to secure funding for mission critical needs. The benefits of our grant solutions include:

- Industry expertise with combined grant experience of more than 100+ years
- Experience with a board range of grant programs such as DOJ, COPS, SAMHSA, FEMA, USDA, numerous state, corporate, and foundation grants, and many more
- 40% success rate, compared with the national average of just 17%
- Over \$500 million in grant funding secured to date
- Save time and effort by simplifying and streamlining the grant find and proposal submission process
- Identification of grants most appropriate for your agency and project

Lexipol is backed by the expertise of 400 employees with more than 2,075 years of combined experience in grants, constitutional law, civil rights, ADA and discrimination, mental and physical health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, and a whole lot more. That means no more trying to figure out policy, develop training or wellness content or secure funding on your own. You can draw on the experience of our dedicated team

members who have researched, taught, and lived these issues.

We look forward to working with City of Lathrup Village to address your unique challenges.

Scope of Services

Grant Assistance Program

Agencies pursuing multiple grants need a consistent partner that understands their business and can work closely to develop a multi-year grants strategy. Lexipol's Grant Assistance Program is a retainer service combining all our pre-award grant services, including grant research, alerts, consulting and review.

Includes Monthly Grant Retainer Services: Grant Research + Alerts, Consulting, and Review (2-year commitment)

- Up to 3 annual user subscriptions to GrantFinder
- 1 Grant Writing Service per year
- Dedicated program manager
- 1x annual strategic planning session
- Complimentary grant alerts for each user subscriber
- Bimonthly grant consulting sessions led by senior grant experts

- Grant application and narrative review by team of experts maximum 6 per year
- Biannual performance reports
- Discount off rate card for grant writing services on a per project, per application basis
- Commitment for 2 years - may be billed up front or annually

The Agency Expectations: Please note the following services process to ensure our agreement runs smoothly.

Here is a step-by-step outline of the post-contract process:

- You will be introduced to your Account Management team.
- A needs assessment worksheet will be sent to gather basic information about your project goals and grant plans for the year, and a meeting will be scheduled to review this information with your Account Management team.
- You will be given access to GrantFinder at this time.
- Your Account Management team will work with you to determine the most viable target grants for your intended projects.
- Selected grant programs and applications can be submitted to your Account Management team for review and consulting.
- Bimonthly, or quarterly check-in calls are available, as needed.
- Grant Writing services included must be identified and submitted during the annual contract term.
- Additional Grant Writing services are available at a discounted rate and may be added, as needed.

Lexipol is compliant in receiving funding under federally funded grants or contracts for pre and post award services, pursuant to 2 C.F.R. Part 180.

Lathrup Village Police Department

27400 Southfield Road
Lathrup Village MI, 48076
248-557-3600



TO: Michael Greene, City Administrator
FROM: Chief McKee
REASON: Oak-Tac interlocal agreement
DATE: April 4, 2024

In 2012, certain Members entered an Interlocal Agreement Formally Establishing the Oakland County Tactical Training Consortium (OAK-TAC), and they now wish to amend and replace the existing agreement by executing this Agreement.

Members may include law enforcement agencies, other governmental entities, and non-governmental entities who share a common interest in the goals of OAK-TAC.

The purpose of this Agreement is to establish and document an organizational framework of collaboration and cooperation for OAK-TAC and its Members, who have a common interest in coordinating and standardizing training, communication, policies, and tactical response and recovery techniques.

The purpose and objectives of OAK-TAC are as follows:

- A. to provide professional training and leadership to law enforcement personnel;
- B. to establish and implement cooperative programs and activities for training and response in small squad tactics and use of weapons, such as, but not limited to, hostage situations, events requiring the use of special weapons and tactics (“SWAT”), Mobile Field Force, active assailant, and terrorist situations, and Homeland Security Defense;
- C. to promote education and safety in the use of special tactics;
- D. to establish a forum for the free exchange of ideas regarding training by various law enforcement personnel; and
- E. to establish coordinated response and recovery protocols, policy recommendations, and training for significant events requiring a multi-agency law enforcement response, as permitted in the Mutual Aid Agreement implemented by the Oakland County Chiefs of Police organization. The annual cost for membership in Oak-Tac is \$500.00.

Recommended Council Motion

Moved by _____ Seconded by _____ to approve the Oakland County Tactical Consortium Agreement and authorize Administrator Greene to sign.

OAKLAND COUNTY TACTICAL CONSORTIUM AGREEMENT

This Agreement is made and entered into by and among the undersigned entities, which are collectively referred to in this Agreement as the “Members” or individually as a “Member”.

In 2012, certain Members entered into an Interlocal Agreement Formally Establishing the Oakland County Tactical Training Consortium (OAK-TAC), and they now wish to amend and replace the existing agreement by executing this Agreement.

Members may include law enforcement agencies, other governmental entities, and non-governmental entities who share a common interest in the goals of OAK-TAC.

The purpose of this Agreement is to establish and document an organizational framework of collaboration and cooperation for OAK-TAC and its Members, who have a common interest in coordinating and standardizing training, communication, policies, and tactical response and recovery techniques.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Members agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - a. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit and attachment.
 - b. **Board** means OAK-TAC’s Board of Directors.
 - c. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against a Member, or for which a Member may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
 - d. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
 - e. **Fiduciary Member** means a Non-Voting or Voting Member appointed by the Board.
 - f. **Non-Voting Member** means an OAK-TAC Member that signs this Agreement and is not a law enforcement agency in Oakland County.
 - g. **Voting Member** means an OAK-TAC Member that signs this Agreement and is a law enforcement agency in Oakland County.
2. **AGREEMENT EXHIBITS.** The attached Exhibit A, Oakland County Tactical Consortium Bylaws (“Bylaws”), and any amendments thereto, are incorporated into and part of this Agreement.

3. **PURPOSE & OBJECTIVES OF OAK-TAC.** The purpose and objectives of OAK-TAC are as follows:
 - a. to provide professional training and leadership to law enforcement personnel;
 - b. to establish and implement cooperative programs and activities for training and response in small squad tactics and use of weapons, such as, but not limited to, hostage situations, events requiring use of special weapons and tactics (“SWAT”), Mobile Field Force, active assailant and terrorist situations, and Homeland Security Defense;
 - c. to promote education and safety in the use of special tactics;
 - d. to establish a forum for the free exchange of ideas regarding training by various law enforcement personnel; and
 - e. to establish coordinated response and recovery protocols, policy recommendations, and training for significant events requiring a multi-agency law enforcement response, as permitted in the Mutual Aid Agreement implemented by the Oakland County Chiefs of Police organization.
4. **POWERS OF THE BOARD.** The Board of Directors shall have the power and duty to establish policies and procedures for meetings; to determine topics of training; to implement training programs; to select training instructors and personnel; to provide for equipment, protective gear and venues for training; to schedule dates and times for training; to establish criteria for those eligible for specific trainings; to establish communication protocol between multiple agencies; to resolve disputes between or among Members; and to call for investigations of incidents involving the Members. The Board shall also have any other power or duty that has not been delegated to the Members in this Agreement and in the Bylaws.
5. **NON-EXCLUSIVE TRAINING.** No Member is obligated by this Agreement to use OAK-TAC exclusively for training and is expressly allowed to train internally or participate in other training programs.
6. **FUNDING.** OAK-TAC and its Board of Directors are not legal entities, so the Board shall appoint a Fiduciary Member, according to the process herein. The Fiduciary Member shall receive any income generated by OAK-TAC through its Members’ dues and training events. The Fiduciary Member shall not decide the allocation of funds. The allocation of OAK-TAC funds shall be decided by the Board.
7. **NEW MEMBERSHIP.** An entity that wishes to become a Member of OAK-TAC must make its request to the Board Secretary. Membership shall be approved upon a two-thirds (2/3) vote of the Voting Members. If approved, that entity must become a signatory and execute this Agreement within 6 months of approval by the Board to become a Member of OAK-TAC.
8. **DUES.** All Members shall be responsible for annual dues. Different rates will be set for Non-Voting and Voting Members. The rates shall be set and approved upon a two-thirds (2/3) vote of the Voting Members.
9. **COMPENSATION.** No Members, including Board Members, shall receive any compensation from OAK-TAC for the performance of their duties. However, a Member may be reimbursed for costs that Member incurred as a result of business meetings or other expenses directly related to OAK-TAC activities, if such costs are approved by the Board.
10. **MEMBER INSURANCE REQUIREMENTS.** Each Member shall have adequate insurance or self-insurance coverage to protect it from any Claims arising under or related to this Agreement and its participation in OAK-TAC.

11. **REMOVAL OF MEMBERS.** A Member may be removed upon a two-thirds (2/3) vote of the Voting-Members. The removed Member shall not receive any refund or compensation from OAK-TAC.
12. **DURATION OF AGREEMENT.**
- a. This Agreement and any amendments hereto shall be effective when executed by the Members. Voting and Non-Voting Members that are governmental entities must also have resolutions passed by their governing bodies, and this Agreement and any amendment must be filed in accordance with MCL 124.510. The approval and terms of this Agreement and any amendments hereto shall be entered into the official minutes of each governmental entities' governing bodies.
 - b. This Agreement shall remain in effect for so long as two or more Voting Members remain and the Agreement is not terminated in accordance with Section 13.b.
13. **TERMINATION OR CANCELLATION OF AGREEMENT.**
- a. Any Member may terminate their participation in OAK-TAC and withdraw from OAK-TAC for any reason upon a minimum of 30 Days' written notice before the effective date of termination or cancellation. The written notice must be sent to all of the Board Members, and the effective date for termination or cancellation shall be clearly stated in the notice. The terminating Member shall not receive any refund or compensation from OAK-TAC.
 - b. This Agreement shall be terminated upon a unanimous vote of all Voting Members.
14. **ASSETS UPON TERMINATION.** Upon termination of this Agreement, any expenses or outstanding liabilities shall be paid with OAK-TAC's funds. Any remaining funds shall be distributed to the existing Members on an equitable basis, as determined by the Board.
15. **AGREEMENT MODIFICATION OR AMENDMENT.** Any modifications, amendments, restatements of this Agreement, rescissions, waivers, or releases to this Agreement must be in writing and agreed to by all Members. Unless otherwise agreed, the modification, amendment, reinstatement, rescission, waiver, or release shall be signed by the same persons who signed the Agreement or other persons authorized by law. Notwithstanding the language herein, an amendment to add an additional member pursuant to Section 7 shall only require the additional member to become a signatory to this Agreement and they must forward their signature page to the Board.
16. **NO EMPLOYER-EMPLOYEE RELATIONSHIP.** This Agreement does not establish an employer-employee relationship between the Members (including the Board). No liability, right, or benefit associated with any employer-employee relationship shall be implied by the terms of this Agreement or the services or training performed pursuant to this Agreement.
17. **LIABILITY FOR MEMBER EMPLOYEES.** Each Member shall be responsible and liable for any disability and workers' compensation benefits, including derivative benefits, dependent benefits or other benefits related to disability and workers' compensation benefits, for its own employees.
18. **COMPLIANCE WITH LAWS.** Each Member shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.
19. **PERMITS AND LICENSES.** Each Member shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform all of its obligations under this

Agreement. Upon request by the Board, a Member shall furnish copies of any permit, license, certificate, or governmental authorization to the Board.

20. **ASSURANCES.**

- a. **Responsibility for Claims.** Each Member shall be responsible for any Claims made against that Member by a third party, and for its own acts and the acts of its employees, agents, and subcontractors arising under or related to this Agreement.
- b. **Responsibility for Attorney Fees and Costs.** In any Claim that may arise from the performance of this Agreement, each Member shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
- c. **No Indemnification.** No Member shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by any other Member or any of its agents in connection with any Claim.
- d. **Authorization and Completion of Agreement.** The Members have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Member have legal authority to sign this Agreement and bind the Members to the terms and conditions contained herein.

21. **DISCRIMINATION.** Members shall not discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status or any other reason, that is unrelated to the person's ability to perform the duties of a particular job or position, in accordance with applicable federal and state laws.

22. **DELEGATION OR ASSIGNMENT.** No Member shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Members.

23. **RESERVATION OF RIGHTS.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Members. Nothing in this Agreement shall be construed as a waiver of governmental immunity for any Member.

24. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Members, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.

25. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Member to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by any Member shall subsequently affect its right to require strict performance of this Agreement.

26. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

27. **CAPTIONS**. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
28. **NOTICE**. Any written notice required or permitted under this Agreement shall be considered delivered to a Member as of the date that such notice is deposited, with sufficient postage, with the U.S. Postal Service, or the next business day with a written response or receipt of confirmation, if sent by e-mail. Each Member is responsible for ensuring the Board has its updated physical and e-mail addresses for notice under this Agreement. The Board will maintain this list and provide it to a Member upon request.
29. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE**. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
30. **SURVIVAL OF TERMS**. The Members understand and agree that all terms and conditions of this Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.
31. **COUNTERPARTS & ELECTRONIC SIGNATURE**. This Agreement, including any amendments, may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. In making proof of this Agreement, and any amendments, it shall not be necessary to produce or account for more than one such counterpart executed by the Member against whom enforcement of this Agreement is sought. Signature to this Agreement transmitted by facsimile transmission, by electronic mail in portable format (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same force and effect as physical execution and delivery of the paper document bearing the original signature.
32. **ENTIRE AGREEMENT**. This Agreement represents the entire agreement and understanding between the Members, and supersedes all other prior oral or written understandings, communications, agreements, or contracts between the Members. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Member.

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners
County of Oakland

OAKLAND COUNTY SHERIFF’S OFFICE

By: _____
Print Name: Michael J. Bouchard
Title: Sheriff
Date: _____

IN WITNESS WHEREOF, [insert name and title of public body official] hereby acknowledges that he/she has been authorized by a resolution of the [insert public body], a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
[insert name of official, title, and name of public body]

WITNESSED: _____ DATE: _____
[insert name, title]

(INSERT ENTITY’S NAME)

By: _____
Print Name: _____
Title: _____
Date: _____

EXHIBIT A

BYLAWS OF OAKLAND COUNTY TACTICAL CONSORTIUM

ARTICLE I

Name, Purpose, and Definitions

- 1.1. Name. The name of this Consortium shall be the “Oakland County Tactical Consortium”, also referred to as “OAK-TAC”.
- 1.2. Purpose and Objectives. The purpose and objectives of OAK-TAC are as follows:
 - a. to provide professional training and leadership to law enforcement personnel;
 - b. to establish and implement cooperative programs and activities for training and response in small squad tactics and use of weapons, such as, but not limited to, hostage situations, events requiring use of special weapons and tactics (“SWAT”), Mobile Field Force, active assailant and terrorist situations, and Homeland Security Defense;
 - c. to promote education and safety in the use of special tactics;
 - d. to establish a forum for the free exchange of ideas regarding training by various law enforcement personnel; and
 - e. to establish coordinated response and recovery protocols, policy recommendations, and training for significant events requiring a multi-agency law enforcement response, as permitted in the Mutual Aid Agreement implemented by the Oakland County Chiefs of Police organizations.
- 1.3. Definitions. Any words or expressions defined in the Oakland County Tactical Consortium Agreement shall have the same meaning in these Bylaws.

ARTICLE II

Membership

- 2.1. Request for Membership. Any political subdivision in Oakland County that has law enforcement personnel and provides law enforcement services may be eligible to become a Voting Member of OAK-TAC. This includes colleges and universities in Oakland County that provide public safety coverage through the use of sworn police personnel. Any other legal entity whose membership would benefit OAK-TAC through training, partnerships, or other supporting functions, may be eligible to become a Non-Voting Member of OAK-TAC.

All requests for membership shall be made in writing to the Secretary of OAK-TAC stating the prospective member’s ability to meet all of the requirements set forth in the Agreement. The request must be made by an authorized signor from the prospective member.

- 2.2. Receipt of Membership Request. The Secretary shall send a copy of the request for membership to each Voting Member. The request shall appear on the agenda for discussion at the first regular or special meeting held after receipt of the request.
- 2.3. Approval. Approval of membership shall be granted upon a two-thirds (2/3) vote of the Voting Members. Upon approval, the prospective member can execute the Agreement in accordance with the terms therein to become a Member.
- 2.4. Removal. A Member may be removed upon a two-thirds (2/3) vote of the Voting-Members. The removed Member shall not receive any refund or compensation from OAK-TAC.
- 2.5. Withdrawal. Any Member may terminate their participation in OAK-TAC and withdraw from OAK-TAC for any reason upon a minimum of 30 Days' written notice before the effective date of termination or cancellation. The written notice must be sent to all of the Board Members, and the effective date for termination or cancellation shall be clearly stated in the notice. The terminating Member shall not receive any refund or compensation from OAK-TAC.
- 2.6. Representation. Each Voting Member shall be represented by its Sheriff, Chief of Police, Director of Public Safety, Chief Executive Officer, or a designee of the Sheriff, Chief of Police, Director of Public Safety, or Chief Executive Officer.
- 2.7. Voting. Each Voting Member, or designated representative, present at a meeting, shall have one (1) vote on all items brought before the Board for Voting Members, and must be present in person at the meeting to cast their vote.
- 2.8. No Compensation. No Members, including Board Members, shall receive any compensation from OAK-TAC for the performance of their duties. However, a Member may be reimbursed for costs that Member incurred as a result of business meetings or other expenses directly related to OAK-TAC activities, if such costs are approved by the Board.

ARTICLE III

The Board, the Officers, and the Fiduciary Member

- 3.1. Officers. The Board shall consist of the following Officers: President, Vice President, Secretary, Treasurer, and three Trustees.
- 3.2. Term of Office. Each Officer's term of office shall be from January 1st to December 31st of each year, until such successor is duly elected.
- 3.3. Election of Officers. The election of Officers shall be conducted at the first regularly scheduled meeting where a quorum is present after September 30th of each year. Officers elected before January 1st shall take office on January 1st. If there is not a quorum at a regularly scheduled meeting between September 30th and December 31st of any year, the Officers of OAK-TAC shall be elected at the first regularly scheduled meeting when a quorum is present after January 1st, and the Officers shall commence their terms immediately. Officers shall be elected by a majority vote of the Voting Members present and voting at a duly constituted meeting.

- 3.4. Vacancies. If an Officer vacates their position mid-term for any reason, nominations shall be made and voted on at the next regularly scheduled meeting or at a special meeting called by the President, or, in the President's absence, the Vice President of OAK-TAC.
- 3.5. Removal. An Officer may be removed from the Board with or without cause upon a two-thirds (2/3) vote of the Voting Members.
- 3.6. Duties of Officers. The President shall be the chief Officer of OAK-TAC. The President shall preside over all meetings of OAK-TAC and set the meeting agenda. The President shall call meetings as necessary, as requested by a majority of the Voting Members, or on an emergency basis. The President shall also have the power to appoint an at-large member or members to assist the Board with special projects or assignments during their term in office.

The Vice President shall assume the duties of the President if the President is absent or unavailable for any reason.

The Secretary shall assume the duties of the President if the President and the Vice President are absent or unavailable. The Secretary shall keep the records and minutes of OAK-TAC and shall provide each Member of OAK-TAC with a copy of the meeting minutes from the last meeting in advance of the next regularly scheduled meeting. The Secretary shall also maintain a roster of Members (with their physical and e-mail addresses), the Agreement, these Bylaws, and all other OAK-TAC documentation. It shall be the Secretary's duty to receive and acknowledge all communications of OAK-TAC, and perform such duties as assigned by the President.

The Treasurer shall be responsible for the management and oversight of the financial affairs, including facilitating the adoption of an annual budget, completing invoices, as well as reviewing and approving the payment of expenses by the Fiduciary Member.

The Trustees shall only have the power to vote.

- 3.7. Powers of the Board. The Board of Directors shall have the power and duty to establish policies and procedures for meetings; to determine topics of training; to implement training programs; to select training instructors and personnel; to provide for equipment, protective gear and venues for training; to schedule dates and times for training; to establish criteria for those eligible for specific trainings; to establish communication protocol between multiple agencies; to resolve disputes between or among Members; to call for investigations of incidents involving the Members. and to perform any other function stated in the Agreement and these Bylaws. The Board shall also have any other power or duty that has not been delegated to the Members in the Agreement and in these Bylaws.
- 3.8. The Fiduciary Member. The Fiduciary Member of OAK-TAC shall be appointed upon a two-thirds (2/3) vote of the Board. The Fiduciary Member shall be the custodian and sole depositor of OAK-TAC's funds and shall disburse such funds as herein authorized or upon approval of the Board. The Fiduciary Member shall render a complete summary of any income, disbursements, and balances, whenever requested by the Board, and to the Members at each regularly scheduled meeting. A written copy of the same shall be made available to any Member upon request.

ARTICLE IV

Meetings

- 4.1. Regular Meetings. Regular meetings of OAK-TAC shall be held on dates approved by the Board that shall allow the majority of Voting Members to attend.
- 4.2. Special Meetings. Special meetings of OAK-TAC may be called by the President, or by a majority vote of the Voting Members. The place and time shall be determined by the President. Members must receive at least five (5) days' notice with the place and time of the special meeting stated in the notice.
- 4.3. Rules of Order. The most recently published version of Robert's Rules of Order shall be the parliamentary authority of the Board and shall govern proceedings of the Board and its Committees. Bylaws adopted by the Board that conflict with Robert's Rules of Order shall supersede any conflicting rules.
- 4.4. Motions requiring special procedures. All proposed motions for termination of OAK-TAC or decisions regarding assessments and/or dues to each Member must be announced at a meeting at least one month prior to the meeting where a vote on such a motion is scheduled.
- 4.5. Quorum. Unless otherwise stated herein, a quorum shall be required for the conduct of any business at regular or special meetings. A quorum for an action of the Voting Members shall be the minimum number of Voting Members required to pass that item. A quorum for an action of the Board shall be five (5) Officers; however, unless otherwise stated herein, approval of any item before the Board shall only require a majority vote of the Board.
- 4.6. Attendance. Any Voting Member whose designated representative fails to attend three (3) consecutive meetings of OAK-TAC within one calendar year should be notified of such absences by the Secretary.
- 4.7. Fiduciary Duties. Members are under a fiduciary duty to conduct the activities and affairs of OAK-TAC in the best interests of OAK-TAC. The Members shall discharge this duty in good faith. In the event that any Members of OAK-TAC, including the Board, are faced with a conflict of interest between their fiduciary duty to OAK-TAC and the duty owed to their organization, those Members should refrain from voting on the issue that presents a conflict of interest.

ARTICLE V

Dues, Fees, and Other Charges

- 5.1. Dues. All Members will be responsible for annual dues. Different rates will be set for Non-Voting and Voting Members. The rates and due dates shall be set and approved upon a two-thirds (2/3) vote of the Voting Members.

- 5.2. Fees and Other Charges. Fees or other charges assessed by OAK-TAC, including any conditions of payment (i.e., due dates), shall be set and approved upon a two-thirds (2/3) vote of the Voting Members.
- 5.3. Failure to Pay. The failure of any Member to pay dues, fees, or other charges within ninety (90) days of the due date may result in that Member's forfeiture from OAK-TAC without a vote. Reinstatement shall be granted upon a two-thirds (2/3) vote of the Voting Members and payment of all arrears.
- 5.4. Annual Dues will not be Prorated. If new prospective members are accepted for Membership after the annual dues have been assessed for that year, they will not be responsible for the annual dues that year. The new Members will be responsible for annual dues starting the following year.

ARTICLE VI

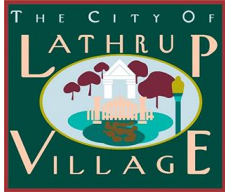
Committees

Special Committees and Sub-Committees. The Board may establish such committees and sub-committees as necessary to conduct the OAK-TAC's business. Ad hoc committees may be established by a majority vote of the Board for short-term purposes; however, any committee whose active work continues for greater than one (1) year shall be considered a standing committee, except by majority vote of the Board. Standing committees may be established by a majority vote of the Board.

ARTICLE VII

Amendments

- 7.1. Requirements. These Bylaws may be amended at any regular or special meetings of the Board by a two-third (2/3) vote of the Voting Members and in the following manner:
- a. Any Voting Member in good standing at a regular meeting may propose an amendment, alteration, revision, or addition to these Bylaws.
 - b. A written copy of the proposed amendment, alteration, revision, or addition shall be filed with the Secretary.
 - c. The Secretary shall include the proposed amendment, alteration, revision, or addition in the minutes, and read the proposal at two successive meetings, and it shall be voted upon at the second successive meeting.
- 7.2. Effective Date. Amendments to these Bylaws shall be effective thirty (30) days after they are approved; unless a longer period of time is designated by a majority vote of the Board.



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: First Reading – Ordinance Chapter 10 – Animals, Article IV Pet Acquisition

Background Brief: Based on study session feedback, the City is looking to move forward with updating our ordinances to restrict the sale of certain types of animals in a commercial setting. Included in the packet is a draft ordinance from City Attorney Baker based on study session conversations.

Previous Action: March 18, 2024 – Study Session Discussion

Economic Impact: N/A

Recommendation: It is my recommendation to schedule a second reading and consider approval for May 20, 2024.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to schedule the second reading of an update to Ordinance Chapter 10 – Animals, Article IV Pet Acquisition
for the May 20, 2024 City Council Regular Meeting.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
-------------------------------	--------------------------------------	---	---	--

ORDINANCE NO. ____-24

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

**AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE CODE OF
ORDINANCES BY ADDITION OF, CHAPTER 10 - ANIMALS,
ARTICLE IV. PET ACQUISITION**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

That Chapter 10 Animals, Article IV. Sections 10-161 through 10-199 are hereby added as follows:

Chapter 10 – ANIMALS

ARTICLE IV. – PET ACQUISITION

Sec. 10-161. – Short Title

This chapter shall be known and cited as the Pet Acquisition Ordinance of the City of Lathrup Village and will so be referred to within this chapter.

Sec. 10-162. - Definitions.

As used in this chapter unless the context requires a different meaning, the following words and phrases shall have the meaning ascribed by this section:

Animal control shelter means a facility operated by or under contract with a state, county, or a municipality for the impoundment and care of animals that are delivered to the facility, found, recovered, or at large, or otherwise held, due to violations of a municipal ordinance, state law, or which otherwise are surrendered.

Animal protection shelter means the facility operated by a person, humane society, a society for the prevention of cruelty to animals, or another non-profit organization for care of homeless animals.

Animal rescue organization means any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose Mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes.

Cat means an animal of the species of domestic cat, *Felis catus*.

Certificate of origin means a document requiring the source of the animal sold or transferred by the retail seller. The certificate shall include the name, premise address, phone number and email address, if available, of the source of the animal.

Dog means an animal of the species of domestic dog, *Canis lupus familiaris*.

Ferret means a domesticated animal of any age of the species *Mustela furo*.

Large reptiles means the members of the class reptilian including, but not limited to monitor lizards, alligators, pythons, boa constrictors, venomous reptiles and constrictor snakes that grow to more than seventy-two (72) inches long.

Long lived birds means any bird whose life expectancy is expected to exceed twenty-five (25) years, including but not limited to cockatoos, macaws, and amazons.

Offsite retail sale means the exchange of consideration for an animal regardless of the age of the animal at a location other than where the animal was bred.

Pet store means a place where animals are sold or offered for sale, including retail sale or other sale, exchanged or transferred.

Pet store operator means a person who has an ownership interest in or operates a pet store or both.

Rabbit means a long eared, short tailed lagomorph mammal with long hind legs of the leporidae family.

Retail sale means an offer for sale, offer for adoption, barter, auction, giving away, display for commercial purposes or otherwise transfer of any animal that is not bred on the premises.

Zoological park means any facility other than a pet shop or kennel displaying or exhibiting one (1) or more species of non-domesticated animals operated by a person, partnership, corporation or any other business entity or government agency and accredited by the Association of Zoos and Aquariums.

Sec. 10-163. - Prohibitions.

- (a) No pet store shall sell, offer for retail sale, or sale, offer for adoption, trade, barter, auction, give away, deliver, or otherwise dispose of or transfer dogs, cats, ferrets, rabbits, long lived birds, or large reptiles.
- (b) No person or entity shall offer for retail sale, offer for adoption, trade, barter, auction, give away or otherwise transfer dogs, cats, ferrets, rabbits, long lived birds, or large reptiles on a roadside, public right-of-way, commercial parking lot or sidewalk, outdoor special sale, swap meet, flea market, or other similar event or location.
- (c) No person or business entity shall hold off-site retail sales of animals in a location other than where the animal was bred.
- (d) A pet store shall not sell or transfer any live animal without providing disclosure through a certificate of origin prior to the sale or transfer.
- (e) No person shall knowingly provide or present an inaccurate certificate of origin.

Section 10-164. – Exemptions.

This article does not apply to:

- (1) A person or business entity that sells, offers for sale, offers for adoption, trades, barter, gives away, delivers or otherwise transfers or disposes of dogs, cats, ferrets, rabbits, long lived birds or large reptiles that were bred and reared on the premises of the person or business entity.

- (2) A publicly operated animal control shelter, animal protection shelter, or zoological park.
- (3) A private, charitable, non-profit humane society or animal rescue organization.
- (4) A publicly operated animal control agency, non-profit humane society, or non-profit animal rescue organization that operates out of or in connection with a pet store.

Section 10-165. – Existing pet store.

An existing pet store may continue to display, offer for sale, offer for adoption, barter, auction, give away or otherwise transfer dogs, cats, ferrets, rabbits, large lived birds, or large reptiles for a period of one year from the date of adoption of the ordinance from which this article is derived.

Any pet store or pet operator that displayed, sold, delivered, offered for sale, offered for adoption, bartered, auctioned, gave away or otherwise transferred live animals as the principal business of such facility on the effective date of the ordinance from which this article is derived and complied with all applicable provisions of the City of Lathrup Village Code of Ordinances and state law.

Section 10-166. – Adoption of shelter and rescue animals

Nothing in this article shall prevent a pet store or its owner operator, or employees from providing space and appropriate care for animals owned by an animal control shelter, animal protection shelter, non-profit humane society or non-profit animal rescue agency and maintained at the pet store for the purpose of adopting those animals by the public.

Section 10-167. – Penalties.

Any person, corporation, or other entity that violates this chapter shall be responsible for a civil infraction, punishable by a fine up to \$500.00 per violation. Each day shall constitute a separate and distinct violation.

Secs. 10-168—10-199. - Reserved.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this article is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force where they commenced.

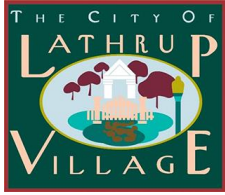
PART VI. EFFECTIVE DATE.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS _____ DAY OF _____, 2024.

, City Clerk

Date of Introduction: April 15, 2024
Date of Adoption: _____
Date of Publication of _____
Notice of Adoption: _____



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: April 15, 2024
RE: Planning Commission / Historic District Commission Appointments

Background Brief: During our March 18, 2024, Study Session/Council Meeting, it was discussed that there was a need to open applications for the vacant Planning Commission seat and the need to refill the Historic District Commission. Since that time, the City has advertised for applicants and we have included all the submittals in your packet for consideration.

Previous Action: N/A

Economic Impact: N/A

Recommendation: Recommendations for committee appointments come via the Mayor for consideration by the City Council.

Recommended Motion:

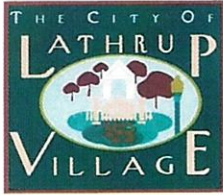
Moved by Council Member _____ seconded by Council Member _____
to appoint:

to the Planning Commission Committee for terms expiring _____.

Moved by Council Member _____ seconded by Council Member _____
to appoint:

to the Historic District Commission for terms expiring _____.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
-------------------------------	--------------------------------------	---	---	--



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 04/11/24

Please check the committee for which you are applying for:

- Board of Review
Building Authority
Downtown Development Authority (DDA)
Historic District Commission
Inclusion, Diversity, & Accessibility Committee
Lathrup Village Foundation Board
Planning Commission
Parks & Recreation Committee
Tree Committee
Other:

Name: Timothy Hillman

Address: 18701 San Quentin Dr, Lathrup Village, MI 48076

Phone: (248) 767-3382 Street, City, State, Zip Email: thillman85@gmail.com

Are you at least 18 years of age: YES [checked] NO []

Are you a registered voter in Lathrup Village: YES [checked] NO []

Have you been a resident of Lathrup Village for 1+ years: YES [checked] NO []

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: [Handwritten Signature] Date: 04/11/24

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

Return completed application to:
Lathrup Village - City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

- Kelly Garrett Mayor
Bruce Kantor Mayor Pro-Tem
Jalen Jennings Council Member
Dalton Barksdale Council Member
Jason Hammond Council Member



City of Lathrup Village

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

APPLICATION FOR COMMITTEES, COMMISSIONS & BOARDS

Date of Application: November 29, 2023

Please check the committee for which you are applying:

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

Name: <i>Timothy Hillman</i>		Are you at least 18 years of age? (check one) <input checked="" type="radio"/> Y <input type="radio"/> N	
Street Address: <i>18701 San Quentin Dr</i>	City: <i>Lathrup Village</i>	State: <i>MI</i>	Zip: <i>48076</i>
Home Phone: <i>(248) 767-3382</i>		Alt. Phone:	
Email: <i>thillman85@gmail.com</i>			

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

I've worked as a Controller for almost 15 years. My profession requires an acute understanding of accounting (bookkeeping, budgeting, financial reporting, etc.), as well as several accounting-adjacent roles (payroll and benefits administration, inventory management, tax planning and preparation, etc.) Moreover, I have quality-management experience (ISO 9001:2015 and 13485:2016, specifically.) All of this constitutes a very "left-brained," analytical, and and processed-oriented skillset, which I believe will lends itself to the planning commission.

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

Beyond my professional experience, I am a community-oriented person. I've been active with the same collegiate organization (The Mutli-Racial Unity Living Experience @ MSU) since 2003, and I ran an academic summer program for teens (CSI @ MSU) for 15 summers. I'm a new resident to Lathrup Village as of July 2022, when my partner and I bought our home on San Quentin Dr. I hope a role on this commission can provide me entry to civil service in Lathrup Village.

TIMOTHY HILLMAN

248.767.3372 (C)
thillman85@gmail.com
Lathrup Village, MI

Summary

Highly effective business leader with 15+ years of experience in accounting, administration, management, operations, and sales

Education

Michigan State University, East Lansing, Michigan
Graduate Studies Program, September 2007-April 2008

Michigan State University, East Lansing, Michigan
Bachelor of Arts, Education, May 2007

Work Experience

Controller

Metro Wire & Cable, Sterling Heights, MI (January 2021-Present)

- lead administrative departments (accounting, human resources, and customer service) for our growing company (\$92M Sales 2023)
- supervise accounts payable, accounts receivable, and collections
- prepare financial budgets, forecasts, and statements (balance sheets, income statements, cash flow statements, variance reports, etc.)
- analyze trends (revenue, cost of revenue, operating expenses, ROI, etc.)
- oversee the period close process (month-end, year-end, and interim)
- reconcile balance sheet accounts (bank, credit card, fixed assets, etc.)
- coordinate tax filings, worksheets, and payments
- engage accounting firms, banks, auditors, and tax agencies
- coordinate Human Resources activity (payroll, benefits, PTO, etc.)
- standardize processes, improve efficiencies, eliminate waste, negotiate savings, and drive sales to maximize profitability
- engage vendors and customers to seek feedback, resolve concerns, ensure quality, and identify additional opportunities for growth

Controller

Avante Health Solutions, Ferndale, MI (July 2010-October 2020)

- managed accounting, human resources, and customer service teams
- co-led a team that achieved and maintained ISO compliance (ISO 13485:2016 and ISO 9001:2015)
- co-led a team that prepared the due-diligence work required to prepare the company for sale
- transitioned the local team to operation under new ownership, which included software, compensation plan, and operational changes

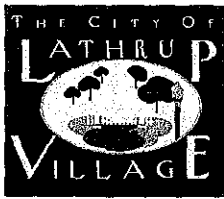
Corporate Training Supervisor

SchoolStream, Rochester Hills, MI (October 2008-July 2010)

- developed training materials to meet the specific needs of several audiences, namely customers, subordinates, and an inside sales team
- trained subordinates and sales associates on product knowledge
- conducted virtual and field training with customers

Technology

Proficient with: Rubicon, QuickBooks, QuickBooks for Mac, QuickBooks Online, QuickBase, OneStream, ADP TotalSource, ADP Run, Microsoft Suite, Google Suite, Salesforce, Concur, Accumatica, DM Payroll, NovaTime



City of Lathrup Village

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

RECEIVED

MAR 25 2024

City of Lathrup Village

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 3/24/24

Please check the committee for which you are applying for:

- Board of Review
Building Authority
Downtown Development Authority (DDA)
Historic District Commission
Inclusion, Diversity, & Accessibility Committee
Lathrup Village Foundation Board
Planning Commission
Parks & Recreation Committee
Tree Committee
Other:

Name: Brandon Wynn

Address: 18911 Bungalows Dr, Lathrup Village, MI 48076

Street, City, State, Zip

Phone: 586-604-9544

Email: treewardenwynn@gmail.com

- Are you at least 18 years of age: YES [X] NO []
Are you a registered voter in Lathrup Village: YES [X] NO []
Have you been a resident of Lathrup Village for 1+ years: YES [X] NO []

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: [Handwritten Signature] Date: 3/24/24

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

Return completed application to:
Lathrup Village - City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

- Kelly Garrett Mayor
Bruce Kantor Mayor Pro-Tem
Jalen Jennings Council Member
Dalton Barksdale Council Member
Jason Hammond Council Member

To the Planning Commission,

I am writing to inform my interest in joining the planning commission board. I am a resident of 2 years in Lathrup Village and attempt to be active in any way I can within the community. My entire career has been with municipal public service spanning from the City of Troy, Sterling Heights, Oak Park and currently at Birmingham. I am the municipal arborist with the City of Birmingham's parks a forestry department. I am involved with the public service department managers in learning about how the city functions and the process and steps taken with planning, executing and expanding on all aspects of municipal works. I attend the parks and recreation board meetings every month for information and development of the master plan where I provide my input to the parks manager and director of public service. As an arborist for a municipality, it is my role to make sure all tree care is done within the ordinances and policies provided to me by the city and suggest adjustments when needed to improve the overall tree care aspect of the city.

Recently, I have joined the newly formed tree committee and have been elected chair of the board. With this role, I hope to help the City of Lathrup Village, develop a well-rounded urban forest maintenance plan and update the current ordinances to ensure a more sustainable future for all city trees. If selected to the planning commission, I hope to bring a new mindset to the board with new ideas. With roles in both the tree committee and planning commission, I feel I would be at an advantage with serving on both boards that would benefit the community as a whole. With being able to bring new ideas from other municipalities and the current tree board, I would be able to assist in the future developments within the city including my expertise with urban tree care and planning. This would prove valuable insight to the planning commission for future projects that would be around or involving trees.

I look forward to helping my community of Lathrup more in the future and I hope with being selected to the planning commission, I can aid the residents and city staff even more. Thank you for your time and consideration.

Brandon Wynn

A handwritten signature in black ink, appearing to read 'Brandon Wynn', with a long horizontal flourish extending to the left.

Brandon D. Wynn

18911 Bungalow Drive
Lathrup Village, MI 48076

phone: (586) 604-9544
bwynn@bhamgov.org

LinkedIn: www.linkedin.com/in/brandon-d-wynn

Summary:

Reliable leader and self-driven with the ability to think quickly. "Can-do" attitude while being able to work in a group setting as well as independently with limited direction needed in a fast-paced environment. Multi-tasker and outgoing personality with excellent written and verbal communication. Versatile and adaptable.

Highlights:

Leadership Skills - Customer Service – Time Management – Detail Oriented – Event Planning - Tree Warden

Professional Experience:

City of Birmingham (Birmingham, MI)

08/2021-Current

Parks and Forestry: Operator 08/2021-01/2023

Parks and Forestry: Technician 01/2023-Present

Since starting with Birmingham, I have been involved with tasks including lawn care, tree and shrub trimming, planting flowers and trees, ground repair, street sign installation, pesticide application, irrigation repair, landscape design for new or improving areas, event set up and holiday lights. During my time with Birmingham, I obtained the required pesticide license and strived to attend every class and seminar I could for credit hours and new knowledge to use in the everyday work. I have taken an interest in the forestry part of the job with the trimming of trees and shrubs while always offering first to jump into the high ranger and to use all the equipment. In September 2023, I successfully obtained my ISA Certified Arborist certification taking the self-proclaimed title of "Tree Warden". I filled the lead role for the holiday light crew where I bring a combination of strategy and experience for completing the task of lighting the downtown area. Safety is a major responsibility I take very serious around low and high traffic area. Comprising a new safety plan for high traffic zones was a major tool I used to maintain a safe and orderly work zone for my crew. I have been happy to be able to have my inputs and ideas executed with the tasks handed to me. I strive to have an open mind to bring new and improved ideas which adds character to the displays we put up for the residents. I am happy to feel my work ethic and abilities are not over looked and knowing that I can be the go to person within the department for any tasks needed of me. I am pursuing a degree in Recreation, Parks and Tourism Management that will increase my ability to lead and move up through the ranks within the city.



City of Troy (Troy, MI)

Parks & Recreation; Weekend Supervisor

5/2018-08/2021

As a supervisor, I was accountable for maintaining 13 parks and multiple facilities within the 33+ square miles of the city. On weekends, it was my duty to assign to my team, assignments that needed to be done within the work day. I was responsible for training new and existing members and to ensure they were knowledgeable and fully trained on regulations, processes and their responsibilities. In charge of coordinating events reserved through the city; setting up and breaking down the event, handling complaints and violations, as well as keeping the areas well maintained as needed. Operational duties for handling baseball fields which include operating and performing tasks on the field such as chalking the base paths and prepping the bases for all league baseball games. Accountable for maintaining all facets of the city parks which takes into account; playground equipment, soccer/football field maintenance, grounds keeping (mulch, sand, dirt relocating), tree trimming/maintenance, irrigation repair, building of parks equipment and operating park machines and tools. Operating sanitizing machines to maintain a well-kept and clean park restroom.

Brandon D. Wynn

18911 Bungalow Drive
Lathrup Village, MI 48076

phone: (586) 604-9544
bwynn@bhamgov.org

LinkedIn: www.linkedin.com/in/brandon-d-wynn

City of Sterling Heights (Sterling Heights, MI)

Seasonal Laborer Streets Department

11/2020-08/2021

At Sterling Heights, I was a part of the streets department as a year-round seasonal laborer. At the city, I worked alone and alongside fellow team members on various projects and jobs. During the winter, it was my duty to go to specific locations to remove snow and ice within subdivisions and crosswalks. I also aided each specific crew; such as the tree crew for removing and chipping trees and brush, patch crew for repairing road potholes and imperfection, snow fence/barrier set up and catch basin cleanout with the Vactor trucks.

City of Oak Park (Oak Park, MI)

Recreation Field Supervisor

08/2023-Present

Under the supervision of the Recreation coordinator and Recreation Manager, I performed, maintained and setup all sport fields within the city limits. Preparing and supervising fields including: softball, kickball, soccer and football. Communicating among department management and coaches/teams renting fields, I handled any and all issues that arose among visitors on and off the field of play. Through this employment, I added professional connections within the recreation side of public service that will be an asset moving forward in my career.

Certifications;

CDL A License with (N) Tanker Endorsement

ISA Certified Arborist: MI-4750A

MDARD Commercial Pesticide Applicator: C003220278

Categories: CORE, 3A Turf grass, 3B Ornamental, 6 Right-of-way

Education;

Oakland Community College (Southfield, MI)

Present

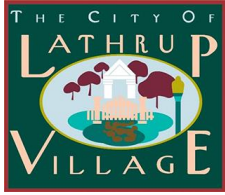
Central Michigan University (Mount Pleasant, MI)

Avondale High School (Auburn Hills, MI)

Graduated 2017

Volunteering:

- **WAHS 89.5** Avondale High Schools public radio station; DJ/Host, programmer, public relations, event planner
- **Troy Fire-station:** Supporting "Troy People Concerned" charity. Charity supports families that need assistance during the holiday season. We help provide those families with a Christmas shopping experience for children so they are not left out due to unfortunate circumstances.
- **Lathrup Village Children Garden Committee:** With my background in ground keeping and knowledge in plant care, I joined this committee to help my community create new and improved features within the children garden located on the premises of the City of Lathrup Village City Hall on Southfield Rd
- **Letters to Santa** via the *North Pole Postal Service*, created 2023, allows families a fun experience of sending letters to the North Pole and receiving a written response from Santa.
- **Lathrup Village Tree Committee:** Joining the inaugural committee in March of 2024, I bring my professional experience to my home community to assist in community output and strategic planning on the city's future urban forestry program. I currently hold the Chair position on the committee



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 03/21/2024

Please check the committee for which you are applying for:

- Board of Review
Building Authority
Downtown Development Authority (DDA)
Historic District Commission
Inclusion, Diversity, & Accessibility Committee
Lathrup Village Foundation Board
Planning Commission
Parks & Recreation Committee
Tree Committee
Other:

Name: Georgina Khamo

Address: 27424 Rainbow Cir, Lathrup Village, MI 48076

Phone: 313.600.3236 Street, City, State, Zip Email: gina.khamo@gmail.com

Are you at least 18 years of age: YES [checked] NO []

Are you a registered voter in Lathrup Village: YES [checked] NO []

Have you been a resident of Lathrup Village for 1+ years: YES [checked] NO []

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: _____ Date: 03/21/2024

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

Return completed application to:
Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

Kelly Garrett Mayor, Bruce Kantor Mayor Pro-Tem, Jalen Jennings Council Member, Dalton Barksdale Council Member, Jason Hammond Council Member

Georgina Khamo
27424 Rainbow Cir
Lathrup Village, MI 48076
gina.khamo@gmail.com
313.600.3236

03/21/2024

Lathrup Village Historic District Commission
c/o Lathrup Village City Clerk
27400 Southfield Rd.
Lathrup Village, MI 48076
cityclerk@lathrupvillage.org

Re: Historic District Commission Application

Dear Members of the Lathrup Village Historic District Commission,

I am writing to express my strong interest in serving on the City Historic District Commission and to formally submit my application for consideration. With a deep-rooted passion for historic preservation and a commitment to safeguarding the unique architectural heritage of our community, I believe I am well-equipped to contribute meaningfully to the commission's mission.

As a newer resident, the rich historical character of our Village played a significant role in my decision, alongside my husband, to make it our home. Throughout my professional career, I have actively engaged in the preservation of architectural elements and the enhancement of historical landmarks.

As a former project and property manager for commercial properties downtown, including notable landmarks such as the Guardian and Buhl buildings, I gained invaluable experience in working with historic building materials and implementing preservation techniques. This hands-on experience has provided me with a keen understanding of the challenges and opportunities associated with historic preservation initiatives.

Currently working as a project engineer and manager at a commercial general contracting firm, I have continued to hone my skills in project management and stakeholder engagement. Both of these mentioned roles required frequent interaction with property owners, city officials, and building occupants and visitors, further strengthening my ability to collaborate effectively with diverse stakeholders.

Furthermore, my licensure as a real estate agent has afforded me in-depth knowledge of zoning regulations, land use policies, and historic preservation ordinances, allowing me to navigate complex regulatory frameworks with ease and precision.

I am deeply committed to dedicating my time, expertise, and energy to the Historic District Commission. I am eager to leverage my skills and experiences to contribute to the preservation and enhancement of our village's historic assets and to ensure that future generations can continue to enjoy and appreciate our rich architectural heritage.

Thank you for considering my application. I am excited about the opportunity to serve our community and to work collaboratively with fellow commission members towards our shared goal of preserving our village's historic legacy.

Sincerely,

A handwritten signature in black ink, appearing to read "Gina Khamo". The signature is fluid and cursive, with a long horizontal stroke at the end.

Georgina Khamo
27424 Rainbow Cir
Lathrup Village, MI 48076
gina.khamo@gmail.com
313.600.3236



GINA KHAMO

Maven of Project Coordination

CONTACT



313.600.3236



Gina.Khamo
@Gmail.com



Lathrup Village,
Michigan

DETAILS

EDUCATION

Virtual Design & Construction Institute
Virtual Learning

Certificates Received:
Blueprint Reading
Introduction to Estimating
Construction Fundamentals
Construction Project Management

Oakland Community College
Royal Oak, Michigan
Southfield, Michigan

Coursework in Mathematics, Chemistry, and
Software Engineering

Clawson High School
Clawson, Michigan

General Studies

PROFESSIONAL LICENSES & NETWORKING

Michigan Real Estate
Sales License

May 2016 – Present

PROFILE

Maven of Project Coordination and Management with over 10 years of experience in residential, commercial, and industrial properties in the metro Detroit area. Highly motivated Jane of many trades with strong organizational and communication skills, and a keen understanding of building mechanical systems and operations.

SKILLS

Project Engineering / Management

Employtime management and communication skills, to collaborate with clients and internal teams to deliver results. Ensure that all projects are completed on time, within budget and meet high quality standards.

- Improve team productivity and functionality by facilitating timing of subcontractor scheduling and ordering of materials.
- Track and expedite completion of project punch list items.
- Support senior project manager on day-to-day operational aspects of multiple projects simultaneously.
- Schedule and manage miscellaneous rollouts and small projects.
- Assist project superintendents in planning and coordinating construction activities, including crew and equipment.
- Manage large scale property assessments and due diligence reports including building MEP, property conditions, process evaluation for maintenance and compliance, and the development of capital budget needs on a 1-, 5-, and 10-year basis.
- Create Requests for Proposals (RFP) on large scale portfolio of diverse properties and present detailed bid comparisons portfolio wide and by property for awards.
- Liaise with clients to identify and define project requirements, scope and objectives and execute on same.
- Ensure client needs are met as the project evolves.
- Gather and dispense needed information and updates, and coordinate deliverables throughout the project lifecycle.
- Prepare comprehensive action plans, including resources needed, timeframes and budgets.
- Working knowledge of construction contract and payment applications process.

Property Management / Leasing

Responsible for the daily financial and operational management of both residential and commercial properties, including developing budgets and budget analysis, monthly accounting and variance reporting, negotiating and evaluating service contracts, leasing, management of tenant and capital improvements, and management of lease files and tenant correspondence.

- Transition of property management for multiple projects.
- Analyze and manage cash flow expectations for property owners.
- Establish and maintain tenant relationships to ensure retention.
- Guide property improvement projects, partnering with contractors and building owners to secure on-time deliverables.
- Utilize excellent communication and marketing skills to serve as the key liaison between build owners and managers, and prospective tenants.

GINA KHAMO

SKILLS

Motivated
Adaptable
Perceptive
Devoted
Dependable
Ambitious
Industrious

INTERESTS

GARDENING

COOKING

ENGINEERING

ARCHITECTURE

HISTORIC
PRESERVATION

CONNECT



linkedin.com/in/
ginakhamo

EXPERIENCE

Project Engineer / Project Manager

D & S CONTRACTORS, INC. | SEPTEMBER 2021 – PRESENT

General contracting company that focuses on office, retail and industrial projects in the metro Detroit area.

DSCContractors.com

Project Manager

BEANSTALK REAL ESTATE SOLUTIONS | AUGUST 2016 – AUGUST 2021

Beanstalk Real Estate Solutions offers a fresh approach to delivering modern property management services to owners and developers looking to prosper with real estate environments that inspire.

BeanStalkRES.com

Commercial Property Manager

BOYDELL DEVELOPMENT | JULY 2015 – JULY 2016

Boydell Development owns and manages residential and commercial buildings and businesses in Detroit. LoftPlace.com

Leasing Agent

SUMMIT CONSULTING SERVICES | JUNE 2013 – JULY 2015

Residential property management company specializing in single family rental homes throughout southeastern Michigan. MetroDetroitRentals.com

Property Manager

CORMORANT COMPANY | APRIL 2012 – JUNE 2013

Cormorant Company is a residential property management company with apartment buildings in Michigan, Indiana, and Ohio. Cormorantco.com

Leasing Consultant

SINGH MANAGEMENT | MAY 2011 – MARCH 2012

Since 1973, Singh Management has built a tradition of excellence in senior living, apartment living, single-family homes and office/retail space throughout the United States. Singhweb.com

Residential Property Manager

METRO PROPERTY MANAGEMENT | AUGUST 2006 – MAY 2010

Metro Property Management is a family owned real estate company with multi-family properties in California, Nevada, and formerly Michigan.



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 03/26/2024

Please check the committee for which you are applying for:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Parks & Recreation Committee |
| <input checked="" type="checkbox"/> Historic District Commission | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input type="checkbox"/> Other: _____ |

Name: Scott Warner

Address: 28920 Lathrup Blvd., Lathrup Village 48076

Phone: 248-941-4592 Street, City, State, Zip Email: scott.warner1997@gmail.com

- Are you at least 18 years of age: YES NO
- Are you a registered voter in Lathrup Village: YES NO
- Have you been a resident of Lathrup Village for 1+ years: YES NO

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: *Scott Warner* Date: 3/26/24

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

**Return completed application to:
 Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076**

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
------------------------	-------------------------------	----------------------------------	------------------------------------	---------------------------------

SCOTT E. WARNER

Scott.Warner1997@Gmail.com • HTTP://swarnerinfo.com • www.linkedin.com/in/scott-warner1997
248.941.4592 • 28920 Lathrup Blvd. Lathrup Village, Michigan 48076

TRANSFORMATIONAL LEARNING LEADERSHIP PERFORMANCE IMPROVEMENT CHAMPION | ADULT LEARNING ADVOCATE

A seasoned executive focused on agile learning that is transformational and iterative. Over 15 years as a strategic leader directing teams to innovative outcomes that drive change, revenue and KPI. I collaborate cross-delivering solutions that define organizations and promote rapid onboarding and retention. My team solutions are highly effective, developing and facilitating award-winning results that scale.

SUMMARY SKILL SET

DESIGN AND DEVELOPMENT

- Organizational Development
- Microlearning/eLearning Design
- LMS Framework/Development
- CE/PD Development

DELIVERY

- Multiple Persona Delivery
- Conference Speaker
- Leadership /Mentoring Programs
- Sales Enablement

OPERATIONS/LEADERSHIP

- Cross-Functional Team Leader
- Process Management Design
- Strategic Planning & Alignments
- Labor Control/Risk Assessment
- Annual Budgeting & Forecasting

SELECTED CAREER ACCOMPLISHMENTS

- Designed and led the adoption of a microlearning content array of 22 role-based course pathways and over 250 experience-based courses
- Tech & Learning Magazine Award of Excellence Best of 2021 award winner for Student Health Management with COVID-19 Functionality, eLearning program.
- Strategic cross-functional leader of 5 core business solutions comprised of 14 SaaS applications
- 124% increase in new AAR for 2020 and net revenue gain of \$6.7 million for professional development services division by leading all professional services teams for a COVID-19 SaaS school health solution for Frontline Education
- 400% increase in new clientele, I led the scale and rollout of UX, implementation and learning services teams to meet this growth in less than 90 days
- 10%-15% reduction in FTE utilization for AM, LLC. based on my development of programs related to strategic planning (OKRs), leadership development/mentoring-coaching
- 24% overall onboarding optimization for AM, LLC. FTE's in Q1 2022 through development of a new engagement framework. Automation increased learning to value ratio, improving performance and lowering implementation and rollout

HISTORY AND PERFORMANCE

LaborEdge, Inc. | Detroit, MI.
January 2023 - Present

Director of eLearning

I lead the strategic development and delivery of all digital learning solutions. In addition, I lead performance improvement and organizational development for Human Resources. I have a team of 17, two managers (remote) and 15 offshore employees. My strategy is learning as a consultative practice, developing over 50 courses and 150 offerings in eight months. I also replaced our LMS (Learning Management System) and migrated over 200 knowledge base learning articles. Restructured employee onboarding, to meet SOC2 compliance. Mentoring all management team on developing strategic plans and OKR's (Objectives, Key Results).

**Applied Memetics (AM) LLC. | Leesburg, VA.
December 2021 – December 2022**

Director of Knowledge Management

Responsible for all professional learning for AM, LLC. I developed a knowledge management and learning and development department in less than 30 days. 25 learning employees and four managers all remote. I reduced onboarding by 24% (from six hours to two hours) by restructuring all learning (removing silos and duplication of content and labor). Coached leadership on empathetic adult learning practices. My development and curation process removed silos and reduced labor utilization by 40%, while still meeting federal, state, and local government requirements. I led the design of a real-time active dashboard providing learning data to all project managers and leadership.

- Developed KM learning solutions as a strategic B2B service offerings
- Successfully renegotiated LMS contract saving over \$25,000 in overage fees
- Reframed all asynchronous learning. 125 courses, reduced 60 personas to 20
- Led the development of active dashboarding for internal and external clients using Tableau. This model was featured as a keynote from our LMS vendor.
- Developed leadership, management, sales enablement, and soft skills courses for mentoring and employee development
- Leadership team member working cross-collaboratively on all professional development
- Steering committee advisor/leader for the Diversity, Equity, and Inclusion team

**Frontline Education | Malvern PA.
January 2021 – December 2021**

Corporate Learning Strategy Advisor – Student Management Systems

(Promoted from Services Development Manager, School Health System.) Led the strategic development of learning solutions for all student management systems. This is comprised of five core business systems, 14 SaaS applications, (one-third of all Frontline Solutions). I leveraged learning as a consultative practice. I led my team to build simple and rapid solutions with adult learning principles and human performance improvement outcomes. Content in several modalities with a focus on pre-training and post-referral. The most common were adaptive experiential eLearning (over 250 courses). Some of my additional responsibilities were cross-functional development with other areas of SaaS, (SMEs, UX, LX, CSOA's, Support and Client Services) to build robust, value-added services in a go-to-market strategy.

- I manage learning management systems including CMS and LMS (SAP Litmos). This included all knowledge management processes
- Cross-functional leader with key strategic partners.
- Led the development of an array of scalable “free-to-fee” experiences called Frontline Go! This provided clients with multiple learning solutions in any budget layer
- Expert facilitator, mentoring other leaders and support teams for all strategic channel experiences

Frontline Education | Malvern, PA.**June 2019 – December 2020****Services Development Manager – School Health Management Solution**

(Acquisition of Healthmaster, Inc. by Frontline Solutions) Led the development and delivery of professional services for Frontline’s School Health Management (SHM) solution. Directed a team of three managers, two consultants, and 25 contract consultants. Directed partnerships with SME’s, UX, and LX teams building robust, effective, and value-added learning and consulting services. Subject matter expert in the design, delivery, and progressive improvement of learning experiences and client delivery.

- I led a team to redesign our content to align with Frontline learning practices and embed it into their solutions framework in 90 days. Over 100 eLearning courses, 50 ILT courses, and the conversion of the knowledge management system (200 help articles)
- My virtual (ILT) train-the-trainer program tripled in size and reduced our labor for train-the-trainer by 75% in 2020 by restructuring and leading our team to build an experience platform for eLearning, our LMS, PPT, and Zoom content into a virtually delivered experience-based solution
- Mentor and cross-functional project leader for all professional services. Client success and retention for all large client onboarding. In 2020-2021 this included Houston Texas, Miami Dade County Florida, Hawaii, Baltimore Maryland, and Mobile, Alabama

Healthmaster, Inc. | Walled Lake, MI**October 1999 – June 2019****Director of Training**

Responsible for the vision, direction, and strategy of all professional services for Healthmaster, Inc. Directed a team of three managers, two consultants, and 25 contract consultants. I was a member of the executive team, developing strategic plans, forecasting, cost analysis, and labor assessments. Designed our blended learning experience framework with microlearning. Primary delivery of 200 eLearning lessons, broken into 22 learning pathways. Additional delivery in ILT at a Department of Defense Education Activity (DODEA) client organization in all US states, Europe, Pacific, and Central America. Stand-up learning sessions, train-the-trainer conferences, and pop-up workshops. 94% retention rate based on professional services. Additional organizational role as the key project manager of all extra-large and state-level clients.

- Implemented an interactive eLearning solution unique to the school health industry. Launched in 2015, had over 90% of our client base enrolled within a year with an AAR of over \$500,000 in two years
- Resourced and delivered a learning management system (LMS) used in all learning modalities.
- Developed a continuing education unit (CE) program. Partnered with the National Association of School Nurses (NASN) from 2000-2004. This unique content increased revenue goals over 40% and was the only accreditation for technology school nurses could earn (during this tenure).

- Developed a knowledge management (KM) system to replace the SaaS application help system (HealthOffice Anywhere). Introduced in 2017, my Km system the customer paradigm on how to find help. I reduced customer support and improved client retention by 25%
- Key management role. Included in all major client orders. Financial reoccurring revenue planning with budget development and approval. Annual plans development, KPI with key objectives. Exceeded budget goals by 10% to 30% annually
- Mentored management team members to value-add positions increasing employee retention to an average of five years

EDUCATION, AWARDS AND AFFILIATIONS

Master of Education, Learning Design and Technology, December 2017 | Focus on Learning Design and Technology. Other areas studied include performance improvement, systems process, and analytical assessment. | Wayne State University, Detroit MI. | 4.0 G.P.A.

Bachelor of Arts, June 1989 | *Major: Public Relations, Minor: Political Science* | Wayne State University, Detroit, MI.

Tech & Learning Magazine Award of Excellence Best of 2021 | *December 2021. Student Health Management with COVID-19 Functionality, eLearning program.*

Frontline Pillar Award Winner | *July 2020. For work related to the rapid design and deployment of COVID-19 Client Health Solutions*

Technology Expertise | Articulate Storyline 360 | Litmos | Digital Chalk | Microsoft Office | Google Suite | Adobe Suite | Salesforce | Team Gantt/MS Project | Slack | Trello | Camtasia | Snagit | Lucid Chart | Expensify | Smartsheet | Padlet | Tableau | Support Cloud | ADP | Mac Systems | Systems

Organizations | Association for Talent Development (ATD) | International Society for Performance Improvement (ISPI)



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

RECEIVED

MAR 28 2024

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

City of Lathrup Village

Date of Application: 3/17/24

Please check the committee for which you are applying for:

- | | |
|--|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Building Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Parks & Recreation Committee |
| <input checked="" type="checkbox"/> Historic District Commission | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input type="checkbox"/> Other: _____ |

Name: Tom Kenez

Address: 19115 Glenwood Blvd. Lathrup Village MI 48076

Phone: 586-206-0304 Street, City, State, Zip Email: kenezthomas@gmail.com

- Are you at least 18 years of age: YES NO
- Are you a registered voter in Lathrup Village: YES NO
- Have you been a resident of Lathrup Village for 1+ years: YES NO

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: Date: 3/17/24

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

**Return completed application to:
 Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076**

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
-------------------------------	--------------------------------------	---	---	--

Thomas Kenez

586-206-0304
kenezthomas@gmail.com
Lathrup Village, MI

Item 10M.

Our family has participated in numerous activities, functions, boards, events, and fundraisers in Lathrup Village for as long as we can remember.

We continue to volunteer and donate our time and resources, and to promote this amazing city.

Lifetime Member of the Lathrup Village Historical Society

- Former Board Member of the LVHS
- Attended Historical Society of Michigan lectures and conferences in Lansing
- Familiar with LVHS designation and qualifications
- Involved with LVHS promotions and events

38 years of active and passionate involvement in our community

I desire to continue my involvement in the community, specifically as a member of the historical district commission.

Thomas Kenez

586-206-0304
kenezthomas@gmail.com
Lathrup Village, MI

Item 10M.

Sales

Driven and dedicated sales management professional with strong relations in Key on/off accounts in the state of Michigan Liquor industry. Outstanding record of achievement in sales growth, account development, distributorship relationships, and brand development.

Experience

Present
Eastown Distributors
Highland Park, MI
Key account sales and service

2017-2023
Benchmark,
Roak-Darkhorse,
Southern Glazer
On Premise Sales/Marketing

2011-2018
Great Lakes Wine & Spirits
Supplier Relations, Special
Event Coordination

2007-2011
Sydney Frank Importing Company
State Manager Ohio
Distributor relations and promotions

Education

Michigan State University
BA Communications and Marketing

Skills

Organizational skills
Project Management
Collaboration skills
Keen eye for trends
Communication skills
Analytical skills

Software

Microsoft:
Word, Excel, Strategy Driver
Systems, Power Point

References

Available upon request