



City Council Study Session

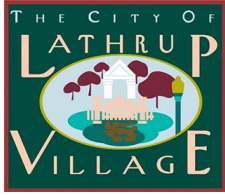
Monday, January 27, 2025 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett
2. **Discussion Items**
 - A. Rental Ordinance
 - B. City Council November 2025 Meeting Date
 - C. FY 25-26 Budget Calendar
 - D. FY 24-25 Mid Year Budget Amendments
 - E. LV Police Officers Association Contract
3. **Public Comments**
4. **Mayor and Council Comments**
5. **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 duration 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 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: January 27, 2025
RE: Study Session

Short-Term Rental

Over the past quarter, the City Council has discussed short-term rentals and regulations during Study Sessions and requested the City Attorney draft an ordinance based on those conversations. Included in your packet are the current landlord/tenant ordinance and a draft ordinance. Based on the discussion feedback, we will determine the next steps.

City Council November 2025 Meeting Date

This item is located on the consent agenda of the regular meeting. In summary, one item that was not considered during the December Council meeting was the upcoming 2025 election which includes three (3) seats on the City Council. To ensure the County Clerk has the proper time to certify the election results before the swearing-in of the 2025-2027 City Council it is recommended to modify the November 17, 2025, Council meeting date.

This discussion is to determine if members of the Council concur with the rationale before changing the meeting date. The recommended new date would be November 24, 2025.

Budget Calendar

This item is located on the consent agenda of the regular meeting. Each year the City considers and approves a budget calendar for the upcoming fiscal year to ensure we meet our deadlines as outlined in our ordinances.

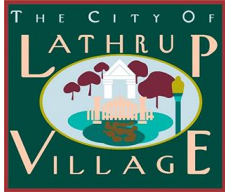
This discussion is to see if there are any questions related to the proposed calendar.

Mid-Year Budget Amendments

This item is located under action items of the regular meeting. At a minimum, two times each fiscal year City Council considers budget amendments to reflect current-year activity (CYA). Enclosed in your packet are recommended budget amendments that have been reviewed and discussed by the administration based on the current year's activity and trends for the remainder of the fiscal year.

This discussion is to review the proposed amendments and answer any questions the Council may have before the regular meeting.

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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LV Police Officers Association Contract

This item is located under action items of the regular meeting. As you are aware, the City Administrators office began negotiations with LVPOA in the summer of 2024 with the intent of finalizing a new contract before the current contract expired on December 31, 2024. While we did not meet our intended deadline, this was a thoughtful negotiation by both parties, and management believes that the enclosed agreement meets the needs of both parties. In your packet is a copy of the agreement that shows the proposed changes. A signature-ready version of the agreement will be finalized once approved by the Council.

Agreement highlights include, but are not limited to:

- **Wages & Employer Retirement Contribution**
 - January 1, 2025 – 5% increase & 9% contribution (now includes vesting language)
 - January 1, 2026 – 4% increase & 10% contribution
 - January 1, 2027 – 4% increase & 11% contribution
- **Health Insurance**
 - Current: BCBS PPO Platinum 250
 - New: BCN Blue Elect Plus POS Platinum (potential union insurance cost savings of ~16%)
- **Additional Items**
 - Police Academy Reimbursement Language
 - Sick Leave Donation Language
 - One (1) additional holiday
 - Inclusion of 80 hours of paternity leave
 - Updated Vacation Leave Language
 - Updated Overtime Language

PART II - CODE OF ORDINANCES
Chapter 18 - BUSINESSES
ARTICLE IV. LANDLORDS AND TENANTS

ARTICLE IV. LANDLORDS AND TENANTS

Sec. 18-180. Preamble.

The city council finds that properties which are rented, as opposed to those which are owner-occupied, have a greater tendency to fall into disrepair and need maintenance either because of landlord negligence or tenant negligence and/or destruction; further pose a danger to the health, welfare and safety of the community. As a consequence and in order to prevent those conditions from occurring, the city determines it necessary to provide for regulation of these properties through mandatory registration, inspection and licensing, in order to insure proper maintenance and to prevent deterioration.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-181. Definitions.

For the purpose of this article, the words set forth in each section shall have the following meanings:

Enforcing officer or enforcing agent means the Lathrup Village Building Official.

Landlord means the owner or lessor of the rental unit or property of which the rental unit is a part and in addition means a person authorized to exercise any aspect of the management of the premises.

Leasing or renting means providing property to a person or entity for any period of time in exchange for monetary remuneration or other benefit.

Rental unit or premises means a structure or part of a structure used as a home, residence, or sleeping unit by a person(s), or other grounds, or other facilities or area promised for the use of a residential tenant and includes, but without limitation apartment units, boarding houses, rooming houses, mobile homes, and single and two-family dwellings. It also includes office and commercial structures used for office or commercial purposes.

Tenant or occupant means a person who occupies a rental unit or property for residential purposes with the landlord's consent for an agreed upon consideration.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-182. Compliance with article; owner; occupant.

- (a) The owner of premises regulated by this article shall comply with all applicable provisions hereof.
- (b) The occupant of premises regulated by this article shall comply with the provisions hereof specifically applicable to him or her.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-183. Registration and fee schedule.

- (a) Each rental unit, as categorized in the fee schedule set out below, shall be registered with the city clerk, or designated agent, on an annual basis prior to any premises or part thereof being offered for occupancy, and shall not be occupied without acquiring a landlord license in accordance with the requirements of this article.

- (b) A registration year shall be deemed to be 365 days from the date of issuance.
- (c) The annual registration fee schedule shall be established by city council resolution in the following categories:
 - (1) Single-family dwelling;
 - (2) Two-family dwelling;
 - (3) Multiple-family dwellings, apartment, etc. containing three to ten units;
 - (4) Multiple-family dwellings, apartments etc. containing eleven to fifty units;
 - (5) Multiple-family dwellings, apartments, etc. containing in excess of 50 units;
 - (6) Commercial and office structures;
 - (7) Penalty fee for renting without license;
 - (8) Inspection trip charge (in excess of three trips in a single registration period).
 - (9) Late registration fee.
 - (10) Conditional license fee.
- (d) Rental unit registration is construed to be an application for a rental license, and an admission of fact by the applicant that the applicant is conducting a rental unit operation as defined by this article. It shall be the duty of all landlords to apply for the rental license required by this article and obtain all necessary inspections, repairs, approvals required and/or necessary to obtain the license. A registration and/or fee, once tendered, may not be refunded or transferred.
- (e) Rental units must be currently registered during all periods of occupancy. All unpaid registration and inspection fees shall be specially assessed against the property as provided by City Charter.
- (f) Rental units shall not be occupied unless and until a license has been issued by the city clerk. A license shall only be issued upon inspection of the premises by the enforcing agency and compliance with the provisions of this article, except as provided in section 18-189.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-184. Rental licenses.

- (a) All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.
- (b) The following approvals must be obtained by the landlord in order to obtain a rental license:
 - (1) The building official shall determine that the rental unit under application has been inspected and approved within the past 18 months as in compliance with the various codes appropriate to property maintenance and construction trades, as codified in chapter 14 of the Lathrup Village Municipal Code, and, that the mechanical system has been checked and certified by a licensed mechanical contractor that the system is in safe and proper working order according to the applicable code. A building approval that has been issued within the past eighteen months does not restrict the official from requiring additional inspections as permitted by the chapter 14 codes, or when there is a complaint or other probable cause to suspect that a violation or violations of any code or section of this article may exist.
 - (2) A building official shall determine whether the structure(s) and uses comply with, or are exempt from, the city zoning requirements. All rental units shall comply with the city zoning ordinance or obtain a

determination of lawful nonconformity from the building official or zoning board of appeals, as provided for in the zoning ordinance.

- (3) Fire marshall approval shall be required for commercial structures and those residential uses regulated by the National Fire Prevention Code.
 - (4) Water department approval shall be required, certifying that the water account for the structure is not delinquent.
 - (5) City treasurer approval shall be required, certifying that the property taxes for the parcel in question are not delinquent.
- (c) Upon a finding of compliance with the provisions hereof and payment of the required fees a license shall be issued.
 - (d) At any time, that a finding is made by the enforcing agency that a condition exists which would constitute a hazard to health or safety, No license shall be issued and a license issued shall be suspended and an order to comply with this article shall be issued immediately and served upon the owner in accordance with section 18-196. On reinspection and proof of compliance, the order shall be rescinded and a license issued or reinstated.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-185. Vacation of premises while license withheld; issuance on condition; suspension of rent; escrow; actions for rent and possession.

- (a) When a license has been withheld, or suspended pending compliance, or revoked no premises which have not been occupied shall be so occupied and those premises which have been or are occupied may be ordered vacated until reinspection and proof of compliance, in the discretion of the enforcing agency.
- (b) A license may be issued on condition that the premises remain in safe, healthful and fit condition for occupancy. If upon reinspection the enforcing agency determines that conditions exist which constitute a hazard to health or safety, the license shall be immediately suspended and the premises may be vacated as provided in subsection (a).
- (c) The duty to pay rent in accordance with the terms of any lease or agreement, or under the provisions of any statute shall be suspended and the suspended rentals shall be paid into an escrow account as provided in subsection (d), during that period when the premises have not been issued a license, or when such license, once issued, has been suspended or revoked. This subsection does not apply when a license has been suspended until the owner has had a reasonable time, not to exceed 30 days, after notice of violations to make application for a temporary certificate, as provided in section 18-189. Nor does this subsection apply where the owner establishes that the conditions which constitute a hazard to health or safety were caused by the occupant or occupants. The rent, once suspended, shall again become due in accordance with the terms of the lease or agreement or statute from and after the time of reinstatement of the license, or where a temporary license has been issued, as provided in section 18-189.
- (d) Rents due for the period during which rent is suspended shall be paid into an escrow account established by the enforcing officer or agency, to be paid thereafter to the landlord or any other party authorized to make repairs, to defray the cost of correcting the violations. The enforcing agency shall return any unexpended part of sums paid under this section, attributable to the unexpired portion of the rental period, where the occupant terminates his tenancy or right to occupy prior to the undertaking to repair.
- (e) When the license has been suspended, or has not been issued, and the rents thereafter withheld are not paid into the escrow account, actions for rent and for possession of the premises for nonpayment of rent may be maintained, subject to such defenses as the tenant or occupant may have upon the lease or contract.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-186. Right of inspection.

- (a) City inspectors are duly authorized to inspect properties in conjunction with this article. Inspectors shall not be harassed, stalked, threatened, hindered, assaulted or otherwise interfered within the performance of their duties. In the event that an inspection request is refused, the inspector or code officer is authorized to seek an administrative search warrant through a court of competent jurisdiction.
- (b) In the event of an emergency no warrant shall be required.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-187. Liability.

The issuance of approvals and a license does not grant a warranty, express or implied, as to the health, safety and welfare of life and property in conjunction with the property. The city and its agents shall not be held liable for any damages in conjunction with inspections, approvals or licensing acts that are conducted in good faith or in the lawful discharge of duties in conjunction with this article.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-188. Cleanliness of dwellings.

Every dwelling and every part thereof shall be kept clean and shall also be kept free from the accumulation of dirt, filth, rubbish, garbage, or other matter in or on the same, or in the yards, connected therewith; The owner shall be responsible for complying with the provisions of this section except that the tenants shall be responsible for the cleanliness of those parts of the premises and yard that they occupy and control.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-189. Conditional licenses.

- (a) A conditional license, not to exceed 120 days, may be authorized by the enforcing officer under the following conditions:
 - (1) Application is made by the owner for a conditional license;
 - (2) No violations are in existence which would preclude habitation or threaten the health, safety or welfare of the occupants or community, or, create nuisance conditions;
 - (3) Conditions set forth by any approving agent or agency are set forth in writing on the conditional license. The duration of the conditional license, not to exceed 120 days, shall be established by the enforcing officer and be set forth in writing on the license;
 - (4) A cash bond, in the amount of \$500.00, must be posted to guarantee compliance with the conditions, including deadlines, of the conditional license;
 - (5) The water account has no delinquent balances;
 - (6) The applicant has not defaulted on previously issued conditional licenses and/or no conditional license for the property in question has been previously defaulted upon.

(Supp. No. 18)

- (7) Payment of a non-refundable conditional license fee in an amount established by resolution of city council.
 - (b) Conditional licenses shall be revoked when there is noncompliance with any condition stated therein, fraud or misrepresentation by the applicant, violations of city codes or ordinances, or for other just cause. Revocation or expiration of a conditional license without compliance on the conditions stated therein shall result in the forfeiture of the aforementioned bond.
- (Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-190. Code compliance.

All rental units must comply with the applicable portions of the Lathrup Village Municipal Code. The standard for maintenance shall be the BOCA Property Maintenance Code, as amended or a state approved successor code; however, all other codes not in conflict shall also apply. A violation of an applicable code is cause for denial, suspension or revocation of a rental license.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-191. Inspection; policy; records; checklist of reoccurring violations.

- (a) It is the policy of this city that the inspection procedures are established in the public interest, to secure the health and safety of the occupants of dwellings and of the general public.
- (b) The enforcing agency shall keep a record of all inspections.
- (c) The enforcing agency shall make available to the general public a checklist of commonly reoccurring violations for use in examining premises offered for occupancy.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-192. Violations; recording in registry; notice; order to correct, reasonable time; reinspection.

- (a) If, upon inspection, the premises or any part thereof are found to be in violation of any provision of this article, the violation shall be recorded by the enforcing agency in the registry of owners and premises.
- (b) The owner, and in the discretion of the enforcing agency the occupant, shall be notified in writing of the existence of the violation. The notice shall state the date of the inspection, the name of the inspector, the nature of the violation and the time within which the correction shall be completed.
- (c) A violation which is determined by the inspector to constitute a hazard to the health or safety of the occupants, under circumstances where the premises cannot be vacated, shall be ordered corrected within the shortest reasonable time and notice of having begun compliance shall be given the enforcing agency by the owner within three days. All other violations shall be corrected within a reasonable time as determined by the enforcing agency.
- (d) The enforcing agency shall reinspect after such reasonable time for the purpose of ascertaining whether the violations have been corrected.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-193. Action to enforce provisions of act; injunction; parties; temporary relief; service of complaint and summons; order; removal of building; expenses of repair or removal

- (a) If the owner or occupant fails to comply with the order contained in the notice of violation, the enforcing agency may bring an action to enforce the provisions of this act and to abate or enjoin the violation.
- (b) An owner or occupant of the premises upon which any violation exists may bring an action to enforce the provisions of this article in his own name. Upon application by the enforcing agency, or upon motion of the party filing the complaint, the local enforcing agency may be substituted for, or joined with, the complainant in the discretion of the court.
- (c) When the violation is uncorrected and creates an imminent danger to the health and safety of the occupants of the premises, or if there are not any occupants and the violation creates an imminent danger to the health and safety of the public, the enforcing agency shall file a motion for a preliminary injunction or other temporary relief appropriate to remove the danger during the pendency of the action.
- (d) Owners and lienholders of record, or those who are found by the complainant upon the exercise of reasonable diligence shall be served with a copy of the complaint and a summons. The complainant shall also file a notice of pendency of the action in the office of the Oakland County Register of Deeds.
- (e) The court, having obtained jurisdiction, shall make such orders and determinations as are consistent with the objectives of this article. The court may enjoin the maintenance of any unsafe, unhealthy, or unsanitary condition, or any violations of this article, and may order the defendant to make repairs or corrections necessary to abate the conditions. The court may authorize the enforcing agency to make repairs or to remove the structure. When an occupant is not the cause of any unsafe, unhealthy, or unsanitary condition, or any violation of this article, and is the complainant, the court may authorize the occupant to correct the violation and deduct the cost thereof from the rent upon such terms as the court determines to be just. Whenever the court shall find that the occupant is the cause of any unsafe, unhealthy, or unsanitary condition, or any violation of this act, then the court may authorize the owner to correct the violation and assess the cost thereof against the occupant or his security deposit.
- (f) No building shall be removed, pursuant to this article, unless the cost of repair of the building will be greater than the state equalized value of the building.
- (g) When the expenses of repair or removal are not otherwise provided for, the court may enter an order approving the expenses and providing that there shall be a lien on the real property for the payment thereof. The order may establish the priority of the lien and may provide that it shall be a lien senior to all other liens, except taxes and assessments; except that a mortgage of record having a recording date prior to all other liens of record shall retain its first priority if, at the time of recording of that mortgage or at any time subsequent thereto, a certificate of compliance as provided for in this article is in effect on the subject property, the order may also specify the time and manners for foreclosure of the lien if not satisfied. A true copy of the order shall be filed in the Office of the Oakland County Register of Deeds within ten days after entry thereof in order to perfect the lien granted in the order.
- (h) This section does not preempt, preclude or interfere with the authority of the city to pursue enforcement or order demolition of any building or structure declared to be a nuisance per se pursuant to chapter 14, article VIII.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-194. Denial, suspension and revocation—Appeal.

The enforcing officer may deny, suspend or revoke a rental license for just cause. Notice of the action must be sent to the landlord by first class mail advising of the adverse action. Landlords may appeal such actions in the following manner:

- (1) All code violations may appealed to the city council, as enumerated in the respective code, but not later than 21 days after the violation is issued;
- (2) All zoning violations may be appealed to the zoning board of appeals as enumerated in the zoning ordinance.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-195. Limits on remedy.

It is the duty of the landlord to annually acquire a landlord license in order to be designated a landlord with the city and be entitled to rents and/or to evict tenants and/or occupants residing or located on the premises, except as otherwise provided in section 18-185.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-196. Notice.

Constructive and actual notice shall be deemed to have occurred when notice is sent via first class mail to the landlord at the address listed on the most recent rental registration and/or first class mail notification to the taxpayer of record, personal delivery to the landlord or publication of the notice in a newspaper of general circulation in the community.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-197. Nuisance per se.

A rental unit in violation of this article is considered to be a nuisance per se, and, as such, subject to abatement in a manner prescribed by the City Charter, state statute, city ordinance, or other law.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-198. Violation—Penalty.

A violation of any provision of this article shall be a misdemeanor and shall be punishable by a fine of not less than \$100.00, nor more than \$500.00 and/or imprisonment, of not more than 90 days or any combination thereof. Individuals, partnerships, corporations and/or their agents or managers may be cited for noncompliance with this article.

(Ord. No. 363-01, pt. I, 12-3-2001)

Sec. 18-199. Separate offenses.

Each day upon which a violation of the article occurs shall be considered a separate offense.

(Ord. No. 363-01, pt. I, 12-3-2001)

Secs. 18-200—18-209. Reserved.

ORDINANCE NO. _____-25

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF
LATHRUP VILLAGE CODE OF ORDINANCES AT
ARTICLE 18. BUSINESSES, BY ADDING A NEW ARTICLE
ARTICLE VII. SHORT-TERM RENTALS, TO PROVIDE FOR
THE LICENSING AND REGULATION OF SHORT-TERM
RENTALS IN THE CITY OF LATHRUP VILLAGE

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the “Short-Term Rental Ordinance”.

PART II. ORDINANCE AMENDMENT.

Chapter 18. Business, Article VII. Short-Term Rental, of the City of Lathrup Village Code of Ordinances is hereby added to read as follows in its entirety:

ARTICLE VII. SHORT-TERM RENTALS

Sec. 18-400. PURPOSE.

The purpose of this Article is to protect and promote the health, safety and welfare of the residents of the City of Lathrup Village, as well as those visiting the area, by requiring the licensing of short-term rentals within the City. It is also the intent of this Article to provide regulations to preserve and maintain the residential communities within the City and to ensure that the short-term rental activity permitted resembles the existing and traditional residential uses made by resident owners and lessees.

Sec. 18-401. APPLICABILITY.

This article applies to all residential dwelling units in the City of Lathrup Village where the dwelling unit is rented for a period of less than 30 days at a time during a calendar year, and where the owner does not reside during the rental period. All requirements, regulations and standards imposed by this article are intended to apply in addition to any other applicable requirements, regulations and standards imposed elsewhere in other ordinances of the City, including the Zoning Code. Further, this article does not affect additional requirements placed on use of property imposed by deeds, restrictive covenants, associations rules or bylaws, or rental agreements.

Sec. 18-402. DEFINITIONS.

Unless otherwise specified herein, the terms used in this article shall be defined as follows:

Bedroom. Shall mean a separate room with a door, closet, and window that is used or intended to be used specifically for sleeping purposes, has a minimum horizontal distance in any direction of 7 feet, and not a room by design intended to serve another purpose such as a kitchen, dining area, den, family rooms, or living rooms.

Building Official. Shall mean the person, or his or her designee, appointed as chief administrator of building and construction codes, permits and accepted construction procedures within the City of Lathrup Village. For the purpose of this Article, a Building Official designee may include a professional entity or person which is in the business of performing building inspections.

Maximum Occupancy. The maximum number of allowable occupants and the guests of those occupants for a short-term rental, as established in Section 18-417 of this Article.

Non-Residential Short Term Rental Unit. Any home, unit, apartment, condominium, or similar residential building used for a Short-Term Rental Unit that is not the Owner's principal residence.

Occupant. An occupant or renter of a short-term rental pursuant to a rental agreement. The term "occupant" as used herein does not include guests of the occupant or renter who are visiting outside quiet hours.

Owner. The person or entity that holds legal or equitable title to the property (or portion thereof) used as a Short-Term Rental.

Parking space. An onsite designated parking area legally available to the dwelling unit for overnight parking of a motorized vehicle or trailer.

Premises. Means the site upon which a short-term rental unit or structure is located including, but not limited to, yards, walkways, driveways, patios, decks, accessory structures, fences and landscaping.

Residential Short Term Rental Unit. Any home, unit, apartment, condominium, or similar residential building used for a Short-Term Rental Unit that is the Owner's principal residence.

Responsible Local Agent. Means a person or representative of an individual, a corporation, partnership, firm, joint venture, trust, association, organization or other entity having his or her place of residence within 20 miles of the property and designated by the property owner as

responsible for operating such property in compliance with the ordinances adopted by the Village. All official notices of the Village may be served on the responsible local agent, and any notice so served shall be deemed to have been served upon the owner of record.

Short-Term Rental or STR. A residential dwelling unit, or portions thereof, that is available and licensed and used for accommodations or lodging of guests, paying a fee or other compensation, for a period of less than 30 days at a time when the owner of the single family dwelling unit does or does not reside in the dwelling unit during the rental period and is not a bed and breakfast, hotel, motel, or public lodging house.

Short-Term Rental Structure. Shall mean any building containing one or more short-term rental units, including any common areas accessible to occupants of all short-term rental units within the building, restricted or non-accessible portions of the structure and the building exterior.

Short-Term Rental Unit. Shall mean distinct individual living quarters within a building intended for occupancy by a person or persons other than the owner and the family of the owner, and for which a remuneration of any kind is paid.

Special Events. In association with a short-term rental, a wedding, outdoor party, family reunion, or similar gathering that exceeds the maximum number of occupants allowed under the short-term rental license.

Sec 18-403. LICENSE REQUIRED.

An owner of any dwelling located within the City of Latrup Village shall not rent, or allow to be rented, a dwelling unit to another person for less than 30 days at a time, unless the owner has obtained a short-term rental license for that dwelling unit in accordance with the requirements of this Article.

Sec 18-404. APPLICATION FOR SHORT TERM RENTAL LICENSE.

A. It shall be the responsibility of the owner of a short-term rental to apply for a license through the submission of a short-term rental license application.

B. An application for registration of a short-term rental unit shall be made in such form and in accordance with such instructions as may be provided by the Building Official and shall include at least the following required information prior to receipt of a Short-Term Rental License or license renewal.

- (a) The address of the short-term structure or unit(s);
- (b) The names and addresses of all owners of the STR structure or unit(s);

- (c) The name, address and telephone number of the person authorized to collect rental fees from the individuals occupying the STR structure or unit(s);
- (d) The name, local address and telephone number of the responsible local agent, who shall be available by phone twenty-four (24) hours a day, seven (7) days a week whenever the unit is utilized as a STR;
- (e) The number of STR units in each structure;
- (f) A copy of the recorded deed or land contract, and a copy of any deed restrictions, by-laws, or master deed requirements for every structure or premises;
- (g) Proof of homeowner’s and/or liability insurance, in a form acceptable to the City, for limits acceptable to the City.
- (h) A fully completed and signed Short-Term Rental License Application form provided by the City including all the required supplemental documents; and
- (i) No application for initial or renewal license will be accepted if there are past due property taxes, water bills, or any other debts owing to the City on the property described in the license application.

Sec. 18-405. EXISTING SHORT-TERM RENTAL LICENSING.

All short-term rental structures or units existing as of the effective date of this Article shall be licensed no later than six-months after the effective date of this Article. The City may order licensing prior to that date for any known STR structures or units upon notification to the property owner of record. Such license shall be effective for three years, and it shall be the responsibility of the property owners to renew such STR structure or unit prior to the expiration of the license for each STR structure or unit.

[Note that a three year term (as opposed to one year) may be more appropriate for easier administration of the ordinance and performance of the inspections, especially considering the building official’s concerns regarding the ability to perform the current number of business inspections annually.]

Sec. 18-406. CHANGE IN LICENSE INFORMATION.

The property owner of a short-term rental structure or unit licensed with the City shall renew within 60 days after any change occurs in license information, with the exception that any change of responsible local agent shall be reported to the City within two days of such

change. A new owner of a licensed STR structure or unit shall renew the STR structure or unit license as provided in this Article. Renewal license fees shall not apply.

Sec. 18-407. LICENSE RENEWAL.

A property owner shall renew their license every three years, prior to the expiration of any existing license. At least 30 days prior to the expiration of any license, the City shall notify the registered owner to renew the short-term rental structure or unit license and to arrange for an inspection if necessary. The property owner shall be responsible for renewing a STR structure or unit license and arranging an inspection prior to the license expiration date. When a STR structure or unit license is renewed in accordance with this Article, it shall have a three year expiration date with the same month and day as shown on the previous license, regardless of the date that the new license is actually issued.

Sec. 18-408. INACCURATE OR INCOMPLETE LICENSE INFORMATION.

It shall be a violation of this Article for a property owner or a responsible local agent to provide inaccurate information for the licensing of STR structures or units or to fail to provide information required by the City for such licensing. In those cases in which the owner is not a natural person, the owner information shall be that of the president, general manager or other chief executive officer of the organization. Where more than one natural person has an ownership interest, the required information shall be provided for each such owner.

Sec. 18-409. REVOCATION

The City Building Official, Code Enforcement Officer, City Fire Officials or City Police Officers may issue a citation or notice for the violation of any provision of the Lathrup Village Code of Ordinances. Failure to comply with such citation or notice and correct any violation within 60 days of issuance may result in the revocation of a STR license.

Sec. 18-410. APPEAL OF DENIAL OF LICENSE OR REVOCATION.

Any property owner whose short-term rental structure or unit license has been denied or revoked may file an appeal to the City of Lathrup Village City Council.

- (a) Upon revocation of any license, founded upon a determination that a short-term rental structure or unit is unfit for human habitation, and after exhaustion of an appeal to the City of Lathrup Village City Council, if one has been made, the owner or operator of the STR structure or unit shall immediately vacate the structure or unit; and no person shall thereafter occupy the structure or unit for sleeping or living purposes until such structure or unit complies with this Article;
- (b) When a short-term rental structure or unit is found to be in violation of the provisions of the ordinances adopted by the City, but determined to be

habitable, a vacation order shall not be entered; but the license shall be deemed expired and the STR structure or unit shall be in violation of the terms of this Article.

Sec. 18-411. BASIS FOR INSPECTIONS.

Inspections may be made to obtain and maintain compliance with the standards of this Article based upon one of the following.

- (a) A complaint received by the City indicating that there is a violation of the standards or provisions of the ordinances adopted by the City. Such a complaint shall be supported by documentation, photographs or other evidence of the alleged violation.
- (b) An observation by the City of a violation of the standards or the provisions of the ordinances adopted by the City.
- (c) A report or observation of a short-term rental structure or unit that is unoccupied and unsecured or a STR structure or unit that is fire damaged.
- (d) The need to determine compliance with a notice or an order issued by the City.
- (e) An emergency observed or reasonably believed to exist.
- (f) A request for an inspection by the property owner.
- (g) Requirements of law where a short-term rental structure or unit is to be demolished by the City or where ownership is to be transferred to the City.

Sec. 18-412. COMPLAINT-INITIATED INSPECTIONS.

If an inspection is initiated by a complaint and no violation is found to exist, no inspection fees will be assessed against the owner of the inspected short-term rental structure or unit. If any maintenance issues are discovered, inspection fees may be applied at the discretion of the Building Official.

Sec. 18-413. INSPECTION PROCEDURES.

- (a) If an inspection is scheduled and the owner or responsible local agent fails to appear, an inspection fee shall be assessed against the owner and/or the responsible local agent, even though an inspection could not be performed.

Rescheduling of the inspection shall be the sole responsibility of the owner or responsible local agent. No inspection shall be completed until all fees are paid in full;

- (b) A property owner, local agent or occupant shall provide access to his or her short-term rental structure or unit(s) for all inspections. An individual refusing entry shall be notified of the City’s authority to inspect the property and that it will take appropriate and necessary action, including but not limited to: issuance of a citation, obtaining a search warrant, posting the short-term rental structure or unit as uninhabitable and/or instituting other legal action as prescribed herein.

Sec. 18-414. INSPECTION CRITERIA.

- (a) The City shall utilize the “International Property Maintenance Code” and other applicable ordinance requirements adopted by the City Council for the City of Lathrup Village, as the established standards for the inspection of all short-term rental structures and units.
- (b) The Building Official shall prepare a standardized checklist of items to be inspected consistent with the standards of the “International Property Maintenance Code”. The checklist shall be available to all short-term rental property owners and tenants prior to an inspection.
- (c) The Building Official shall determine whether the short-term rental structure or unit complies with or are legal non-conforming uses in their zoning district. In the event that a legal non-conformity cannot be established, or an owner disagrees with the findings of the Building Official in regard to non-conformity or proper zoning, an appeal may be made to the City of Lathrup Village City Council.

Sec. 18-415. REINSPECTION.

Where a reinspection must be made to ensure conformity with this Article, there will be charged a separate fee for every inspection when the violation has not been abated or corrected.

Sec. 18-416 . SHORT TERM RENTAL STANDARDS AND REGULATIONS.

All Short-Term Rentals must meet the following standards:

- (a) Only one (1) dwelling unit per parcel shall be leased, subleased, rented or subrented at any given time. All lodging is to be exclusively within the dwelling unit and not in a recreational vehicle, camper, or tent.
- (b) The City of Lathrup Village will limit the number of Short-Term Rental Licenses to (X) per calendar year. There are no restrictions on the number of units operated by a single individual.
- (c) Local Contact Person:
 - a. Each owner of a short-term rental must designate responsible local agent who has access and authority to assume management of the unit and take remedial measures.
 - b. The owner or responsible local agent of the short-term rental shall be always available by telephone and must be physically located within 20-miles of the property in the event of an emergency or issue that requires immediate attention. This information shall be updated by the license holder immediately if it changes.
 - c. The City will provide the phone number of the responsible local agent to all neighbors within a three hundred (300) foot radius of the subject property boundaries.
- (d) This ordinance only applies to all Zoning Districts that allow for single family dwellings, duplex dwelling units, or multiple-family dwellings.
- (e) All parking associated with a Short-Term Rental shall be entirely on-site, in the garage, driveway or other improved area. No on-street parking shall be permitted in association with a short-term rental.
- (f) Provisions for trash disposal must be provided. Trash must be contained in properly sealed receptacles with no overflow that will be attractive to vermin, and the property should be inspected weekly to ensure the property will be free from rubbish.
- (g) Pets shall be secured on the property or on a leash at all times. Occupants and guests shall abide by the regulations contained in the City of Lathrup Village Code of Ordinances related to household pets and animals.
- (h) Fireworks are not allowed on STR property except in accordance with Sec. 46-82 of the City of Lathrup Village Code of Ordinances.
- (i) Short-term rentals shall be required to maintain operating smoke detectors, carbon monoxide detectors, and fire extinguishers. Evacuation routes shall be posted in a conspicuous location in each bedroom as well as the main gathering space in the house.

- (j) The occupancy for all short-term rentals shall be no more than two (2) occupants per bedroom excluding children under the age of 5 with a maximum occupancy, including children under the age of 5, of 10 occupants. At no time shall additional individuals be allowed to sleep outside of the dwelling unit or in any basement or attic area that does not have legally compliant ingress and egress.
- (k) Guests up to the number equal to the capacity limit of the short-term rental may be allowed only during non-quiet hours listed below.
- (l) Short-term rentals shall observe quiet hours between 10:00 pm and 8:00 am Sunday through Thursday and between 11:00 pm and 8:00 am Friday, Saturday, and Federal Holidays. Noise during quiet hours must be limited to that which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities.
- (m) Special events, as defined by this Article, shall not be allowed.
- (n) The Short-Term Rental Unit shall be subject to the City's sign ordinance.
- (o) Occupants of Short-Term Rental Units are subject to all City codes and ordinances regulating the use of residential property.
- (p) The owner shall require these standards be met by occupants and shall be included as part of all rental agreements.

Sec. 18-418. OWNER RESPONSIBILITIES.

- (a) The owner must obtain a license prior to advertising the property as a short-term rental. Current license holders may advertise for the future licensing cycle but this shall not obligate the City to issue a license.
- (b) New licenses may be issued throughout the calendar year if licenses are available.
- (c) A short-term rental license is a privilege, not a property right, and is only held pursuant to and subject to the requirements of this Article.
- (d) The owner must ensure all required standards are met and must post in the short-term rental unit the standards and regulations contained in Sec. 18-417 of this Article.

(e) The owner must use best efforts to assure that the occupants or guests of the short-term rental do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this Article or any other local or state law pertaining to noise or disorderly conduct by notifying the occupants of the rules regarding short-term rentals and taking appropriate action to abate the violative conduct when notified that occupants are violating laws regarding their occupancy. It is not intended that the owner or local contact person act as a peace officer or place himself or herself in harm's way.

Sec. 18-419. DENSITY LIMITATIONS

Residential Short-Term Rental Units shall be permitted in all residential zoned districts as identified on City of Lathrup Village Zoning Map. In order to preserve the essential character of residential zoned districts in the City, Non-Residential Short-Term Rental Units shall be radius limited to no more than one (1) per 1,000 foot of another licensed STR in residential zoned districts in the City. Non-Residential Short Term Rental Units in existence as of the effective date of this ordinance and where such Non-Residential Short Term Rental Units obtain a license from the City within ninety (90) days of the effective date of this ordinance shall be considered in existence for the purposes of deriving non-conforming rights to remain as Non-Residential Short-Term Rental Units notwithstanding the density provision of this section to the extent such Non-Residential Short Term Rental Units remain licensed with the City.

Sec. 18-420. ENFORCEMENT.

The City Building Official, Code Enforcement Officer, City Fire Officials and City Police Officers are authorized to enforce the provisions of this Article.

Sec. 18-421 ADMINISTRATIVE LIABILITY.

Except as may otherwise be provided by state statute, local law or ordinance, an officer, agent, official or employee of the City of Lathrup Village charged with the enforcement of this Article shall not render himself or herself personally liable for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his or her duties under this Article.

Sec. 18-422. RIGHT OF ENTRY.

When an inspection shall be made, the Building Official, or other enforcing officer, may request permission to enter the premises at any reasonable time for the purpose of performing his or her duties under this Article. Permission to access the premises shall be granted by the owner of the premises, his or her agent, or any occupant of the premises. If there is an

emergency, then the Building Official, or other enforcing officer, shall have the right to enter at any time.

Sec. 18-423. VIOLATION AND ADMINISTRATIVE PENALTIES.

(a) Any of the following conduct is a violation of the Short-Term Rental ordinance:

1. Any advertising or leasing of a short-term rental without first having obtained a short-term rental license.
2. The license holder has failed to comply with the standard conditions specified in the Short-Term Rental Standards section of this Article.
3. The license holder has failed to comply with any of the provisions within this Article, specifically Sec. 18-418: Owner Responsibilities.
4. The license holder has violated any of the provisions of this Article.
5. Any false or misleading information supplied in the application process.

(b) In addition to the penalties set forth in Sec. 18-409 of this Article, the penalties for violations specified in subsection (a) above are as follows:

1. For a first violation within any calendar year, the penalty is a warning notice of violation which may be verbal and/or written.
2. A second violation within the same calendar year shall be subject to a municipal civil infraction punishable by a fine of not less than two hundred fifty (\$250) dollars nor more than five hundred (\$500) dollars. All owners, regardless of their interest in the property, may be responsible for the civil infraction.
3. A third violation within the same calendar year shall be subject to a municipal civil infraction punishable by a fine of not less than twice the amount of any previous fine, and the license shall be revoked. An owner may reapply for a permit no sooner than twelve (12) months after revocation of a license.
4. If there are one or more violations each year during any three (3) consecutive year period, the license may be revoked. An owner may appeal a decision to revoke a permit to the Lathrup Village City Council.

5. The Building Inspector and other officials designated by the City Council are hereby designated as the authorized officials to issue municipal civil infraction citations directing alleged violators of this ordinance to appear in court.

6. Each day the violation remains may be a separate offense.

(c) A violation of this Article shall be a nuisance per se. The City shall have the right to commence a civil action to enforce compliance with this Article.

**PART III.
REPEALER.**

This ordinance repeals any ordinances in conflict thereof.

**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 _____, 2025.

Alisa Emanuel, City Clerk

Date of Introduction: _____, 2025
Date of Adoption: _____, 2025
Date of Publication of _____

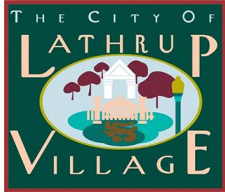
Notice of Adoption: _____, 2025

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the _____ day of _____, 2025.

Alisa Emanuel, City Clerk

DRAFT



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

Proposed FY 25-26 Budget Calendar

DATES	ACTION
January 2, 2025	INTERNAL <ul style="list-style-type: none"> Department Head Capital Improvement Plan (CIP) Kickoff
January 27, 2025	STUDY SESSION <ul style="list-style-type: none"> Present Budget Calendar and Schedule Goal Setting Meetings COUNCIL MEETING <ul style="list-style-type: none"> Adopt Budget Calendar Set PA 33 Special Assessment District (SAD) Public Hearing FY 24-25 Mid-Year Budget Amendments
January 28, 2025	INTERNAL <ul style="list-style-type: none"> Department Head Budget Kickoff Meetings CIP Requests Due
February 18, 2025	Public Input Meeting – Budget Goals
February 24, 2025	STUDY SESSION <ul style="list-style-type: none"> Budget Goal Setting COUNCIL MEETING <ul style="list-style-type: none"> PA 33 SAD Public Hearing Approve/Deny/Modify PA 33 SAD INTERNAL <ul style="list-style-type: none"> Department Head Requested Budgets Due
March 3, 2025	STUDY SESSION <ul style="list-style-type: none"> Budget Goal Setting
March 3 - 7, 2025	INTERNAL <ul style="list-style-type: none"> Department Head Requested Budget Review Meetings
March 21, 2025	DOWNTOWN DEVELOPMENT AUTHORITY <ul style="list-style-type: none"> Recommended FY 25-26 Budget to Council
April 15, 2025	PLANNING COMMISSION <ul style="list-style-type: none"> Recommended 2025-2031 CIP to Council
April 21, 2025	STUDY SESSION <ul style="list-style-type: none"> Initial Budget Review COUNCIL MEETING <ul style="list-style-type: none"> Set PA 33 Special Assessment Roll Public Hearing Date Set FY 25-26 Budget & CIP Public Hearing Date
May 5, 2025	BUDGET STUDY SESSION <ul style="list-style-type: none"> Review 2025-2031 CIP Review Manager Recommended Budget
May 19, 2025	COUNCIL MEETING <ul style="list-style-type: none"> Public Hearing – PA 33 Assessment Roll Public Hearing – Budget & CIP Approve/Deny/Modify 2025-2031 CIP Approve/Deny/Modify PA 33 Assessment Roll Approve/Deny/Modify Water/Sewer Rate Change Adopt of FY 24-25 Budget (including DDA)
June 16, 2024	COUNCIL MEETING <ul style="list-style-type: none"> Adopt of FY 24-25 Budget Amendments Adopt Resolution Authorizing a Headlee Override Proposal
July 1, 2025	FY 25-26 Budget Year Begins

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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BUDGET AMENDMENT						
GL NUMBER	DESCRIPTION	Adopted Budget	YTD Balance (12/31)	Recommended Change	Amended Budget	Notes
Fund 101 - GENERAL FUND						
Revenues						
101-000.000-414.000	TAX PENALTIES	30,000.00	0.00	(30,000)	0	reclass from 414 to 445
101-000.000-445.000	PENALTIES AND INTEREST ON TA	0.00	0.02	38,000	38,000	reclass from 414 to 445 & increase
101-000.000-446.000	INVESTMENT INTEREST	30,000.00	64,389.13	90,000	120,000	increase to market actua
101-000.000-456.283	BONDS FORFEITED/EXPIRE	0.00		65,000	65,000	increase due to clean-up (one-time increase)
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	0.00	2,196.37	2,150	2,150	PD grant
101-000.000-543.000	FEDERAL/STATE GRAN	0.00	7,072.90	7,050	7,050	City Clerk grant
101-000.000-545.000	POLICE ACTIVITY - CPE REVENU	0.00	11,000.00	11,000	11,000	PD grant
101-000.000-545.500	POLICE ACTIVITY REIMBURSEME	0.00	5,589.92	5,585	5,585	PD grant
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTI	22,000.00	20,462.37	18,000	40,000	increase to actua
101-000.000-677.000	ELECTION REIMBURSEMENTS	0	5,429.74	5,425	5,425	state election reimbursement
101-000.000-682.000	SALE OF FIXED ASSET	0	6,555	6,555	6,555	sale of old vehicle; gym equipmen
				218,765		
Expenditures						
Dept 100.000 - GOVERNMENT SERVICES						
101-100.000-708.000	PROPERTY & LIABILITY INSURAN	45,000.00	56,347.00	11,000	56,000	increase to actua
101-100.000-810.000	AUDITING & ACCOUNTING	40,000.00	83,719.33	44,000	84,000	increase due to interim & clean-up
Dept 301.000 - PUBLIC SAFETY						
101-301.000-708.000	PROPERTY & LIABILITY INSURAN	26,106.00	37,255.83	11,000	37,106	increase to actua
101-301.000-712.000	WORKER'S COMP INSURANCE	10,000.00	13,227.00	4,000	14,000	increase to actua
101-301.000-848.001	TECHNOLOG	21,900.00	24,223.52	5,000	26,900	taser certifaitions
Dept 401.000 - PUBLIC SERVICE						
101-401.000-860.000	VEHICLE EXPENSE	0.00	2,738.62	4,000	4,000	necessary maintenance on older flee
Dept 501.000 - LEAF COLLECTION						
101-501.000-976.000	ROAD EQUIPMENT MAINTENANCI	0.00	620.70	750	750	leaf machine repair:
				79,750		
Fund 202 - MAJOR ROAD FUND						
Revenues						
Dept 702.000						
202-702.000-415.000	MISCELLANEOUS REVENUES	0.00	22,332.00	22,332	22,332	local road improvement county payment
				22,332		
Expenditures						
Dept 702.000						
202-702.000-810.000	AUDITING & ACCOUNTING	3,700.00	7,441.73	3,750	7,450	increase due to interim & clean-up
202-702.000-858.000	ROAD CONSTRUCTION	0.00	0.00	220,000	220,000	approved 9/23 - EB 11 Mile match and engineering
				223,750		
Fund 397 - ROAD MILLAGE BOND FUND						
Revenues						
Dept 000.000						
397-000.000-403.000	ROAD BOND DEBT TAXE	0.00	640,191.01	680,000	680,000	reclass from 510.983 to 403 & increase
397-000.000-446.000	INVESTMENT INTEREST	0.00	1,938.15	4,000	4,000	increase to market actua
397-000.000-510.983	SPECIAL ASSESSMENT-ROAD BON	590,000.00	0.00	(590,000)	0	reclass from 510.983 to 403
				94,000		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
494-000.000-614.000						
494-000.000-614.000	MUSIC FEST RE	0	16,292.46	16,250	16,250	Music festival revenue
494-000.000-615.000	MAIN STREET REVENUI	0	600.00	600	600	
				16,850		
Expenditures						
494-000.000-810.000						
494-000.000-810.000	AUDITING & ACCOUNTIN	800.00	8,807.62	8,100	8,900	increase due to interim & clean-up
494-000.000-844.000	MAIN STREET PROGRAM	18,500.00	25,600.94	10,000	28,500	LVMF
494-000.000-845.000	STREETSCAPINC	19,000.00	34,327.18	20,000	39,000	Paradise Landscaping Contract
				38,100		
Fund 592 - WATER & SEWER FUNL						
Revenues						
Dept 536.000 - WATER DEPARTMENT						
592-536.000-646.000	TAP-IN FEES	0.00	2,100.00	2,100	2,100	increase to actua
592-536.000-665.000	INVESTMENT INTEREST	10,000.00	10,465.72	10,000	20,000	increase to market actua
Dept 537.000 - SEWER DEPARTMENT						
592-537.000-665.000	INVESTMENT INTEREST	10,000.00	10,465.75	10,000	20,000	increase to market actua
592-534.000-424.000	UNEARNED REVENU	0	213,320.95	213,321	213,320.95	one-time ARPA allocation for retention tank project
				235,421		
Expenditures						
Dept 536.000 - WATER DEPARTMENT						
592-536.000-708.000	PROPERTY & LIABILITY INSURAN	8,000.00	10,576.33	2,550	10,550	increase to actua
592-536.000-810.000	AUDITING & ACCOUNTING	3,700.00	10,387.36	6,700	10,400	increase due to interim & clean-up
592-536.000-970.000	CAPITAL EXPENDITURE	13,000.00	0.00	(13,000)	0	reclass from 000-970.000 to 300-970.000
592-536.300-970.000	CAPITAL EXP - WATER METER REPLACI	0.00	3,350.70	13,000	13,000	reclass from 000-970.000 to 300-970.000
Dept 537.000 - SEWER DEPARTMENT						
592-537.000-708.000	PROPERTY & LIABILITY INSURAN	8,000.00	10,543.50	2,550	10,550	increase to actua
592-537.000-720.000	INTEREST EXPENSE	152,200.00	170,283.03	18,000	170,200	increase to actua
592-537.000-810.000	AUDITING & ACCOUNTING	3,700.00	10,387.36	6,700	10,400	increase due to interim & clean-up
592-537.200-970.000	CAPITAL EXP - RETENTION TANK REPAIR	0.00	515,845.74	516,000	516,000	budgeted in FY 24 - county billed in FY 25
				552,500		