



# City Council Study Session Agenda

Monday, August 16, 2021 at 6:00 PM  
Remote Meeting via Zoom

## ZOOM REMOTE MEETING INFORMATION

**Webinar ID:** 836 6481 6195

**Password:** 462455

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

<https://us06web.zoom.us/j/83664816195?pwd=RIhVbTmh4TmF3cXJwSzRNeVNFdkpmdz09>

**Telephone:** 646.558.8656 or 312.626.6799

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

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

1. **Call to Order** by Mayor Garrett (in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).
2. **Discussion Items**
  - [A.](#) City Administrator Report
  - [B.](#) Approval of Tree Management Program and Funding
  - [C.](#) Agenda Items - August 16, 2021
3. **Mayor and Council Comments**
4. **Public Comments**
5. **Adjourn**



A HERITAGE OF GOOD LIVING

## Dr. Sheryl L. Mitchell Theriot

### City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

### COUNCIL COMMUNICATION:

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

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

**DA:** August 16, 2021

**RE:** City Administrator Report

### Administration

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

### Clerk / Elections

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



## Cannabis / Marijuana

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

## Police

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

## Recreation

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

## Sidewalk Project

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

## Planning & DDA

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

## SOCWA

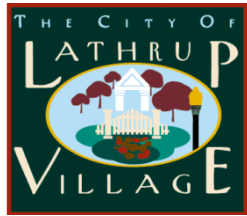
- **America's Water Infrastructure Act (AWIA)** required the development of an Emergency Response Plan (ERP). We contracted through SOCWA with Hubbell, Roth & Clark to prepare and submit the ERP to the US EPA. The plan provides strategies for our water system to improve resilience, including the physical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

## SOCRRA

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

## Construction Updates

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



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### **COUNCIL COMMUNICATION:**

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

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

**DA:** August 26, 2021

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

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

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

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

#### Tree Management Program Estimated Budget Proposal

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

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

### **Suggested Motion:**

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

## MEMO

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

## Purpose

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

## Goal

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

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

## Objective

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

## Overview

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

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

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

Code enforcement Tall grass

Maintain ditch and culvert area

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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



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

3.) 18707 Cambridge Blvd.

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

4.) 18501 San Diego

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

5.) 17584 Wilthire

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

6.) 28459 Sunset Blvd W.

Maple stump in ROW. \$165.00

7.) 27821 Bloomfield Dr.

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

8.) 28751 Bloomfield Dr

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

9.) 26470 Meadowood Ct. S.

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

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

10.) 18836 Rainbow Dr.

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

11.) 18551 Sartaoga Blvd.

Stumps at this site where already ground out.

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

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





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

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

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

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

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

☐ Yes, please schedule the services marked above.

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



*Jacob Charles Swearingen*

Jacob Charles Swearingen

Authorizing Signature

Date

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

### Tree Care

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

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

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

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

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

### Tree and Shrub Fertilization/SoilCare

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

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

### Tree and Shrub Plant Health Care

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

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

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

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

### Lawn Care

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

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

### Other Terms and Contract Conditions

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

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

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

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

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

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

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

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

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YY) **Item 2B.**  
08/27/2020

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

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

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

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

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

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

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

## CERTIFICATE HOLDER

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

## CANCELLATION

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

AUTHORIZED REPRESENTATIVE  
of Marsh USA Inc.

Manashi Mukherjee

*Manashi Mukherjee*

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**ADDITIONAL REMARKS SCHEDULE**Page 2 of 2

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

**ADDITIONAL REMARKS**

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

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

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

# Request for Taxpayer Identification Number and Certification

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

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

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**THE DAVEY TREE EXPERT COMPANY**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_  
**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**1500 NORTH MANTUA STREET**

**REMIT TO: PO BOX 94532**

6 City, state, and ZIP code

**KENT, OH 44240**

**CLEVELAND, OH 44101-4532**

Requester's name and address (optional)

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

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

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

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

or

Employer identification number

3 4 - 0 1 7 6 1 1 0

## Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign  
Here

Signature of  
U.S. person ►

*J. Calca, Indirect Tax Mgr.*

Date ►

*1/4/2021*

## General Instructions

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

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

## Purpose of Form

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

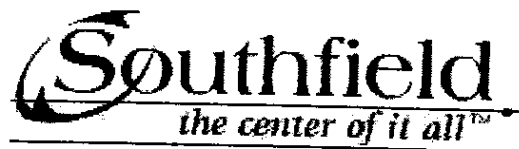
- Form 1099-INT (interest earned or paid)

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

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

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





(248) 796-5150

**BUSINESS LICENSE**

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

Expiration Date :  
December 31, 2021

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

Name:      DAVEY TREE EXPERT CO

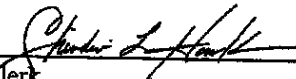
This license is not valid until signed  
and city seal is affixed

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

**TREE SERVICE**

DBA:      DAVEY TREE EXPERT CO

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

  
City Clerk

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





# SUMMARY OF QUALIFICATIONS

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



## THE DAVEY STORY

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

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

### OUR MISSION

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

### PERSONNEL

#### Our People Make the Difference.

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

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

### TECHNICAL SUPPORT

#### We Set the Industry Standard.

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

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

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

### UNIFORMS

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

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

### SAFETY

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

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

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

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

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





## EQUIPMENT

### Being Prepared is Our Motto.

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

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

## INSURANCE

### For Your Protection.

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

## PROFESSIONAL AFFILIATIONS

We are involved in and support many major industry groups.

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

## REFERENCES

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

**Arlington National Cemetery**  
Arlington, VA

**Lockheed Martin Corporation**  
Gaithersburg, MD

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

**Princeton University**  
Princeton, NJ

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

**Progressive Insurance**  
Mayfield, OH

**Smithsonian Institute**  
Washington, DC

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

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

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

**Oakmont Country Club**  
Pittsburgh, PA

**Hillwood Museum Gardens**  
Washington, DC

**City of Alexandria, VA**

**City of Richmond, VA**

**City of Philadelphia, PA**

**City of Pittsburgh, PA**

**Cincinnati Bell**  
Cincinnati, OH

**National Park Service**  
Washington, DC

## The Davey Tree Expert Company Biographical Summary

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

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

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

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

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

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

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

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

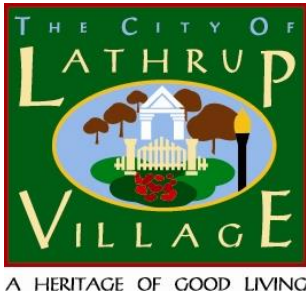


**Corporate Headquarters**  
1500 North Mantua Street  
Kent, Ohio 44240  
800.445.TREE

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

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# City Council Regular Meeting Agenda

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

## ZOOM REMOTE MEETING INFORMATION

**Webinar ID:** 859 7817 9873

**Password:** 634693

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

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

**Telephone:** 646.558.8656 or 312.626.6799

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

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

1. **Call to Order** by Mayor Garrett *(in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).*
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Presentations**
  - A. Main Street Oakland County
6. **Consent Agenda**

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

  - A. Approval of Minutes
7. **Disbursement Report**
8. **Department Reports**
  - A. Recreation Department Report
  - B. Building Department Reports - Code Enforcement & Permits Issued

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