



City Council Study Session

Monday, February 02, 2026 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Kantor
2. **Discussion Items**
 - A. Community Room Roof Replacement
 - B. Conflict to Conversation Training
 - C. Rainbow Circle Improvement Project
 - D. City Council FY 26-27 Goals

3. **Public Comments**

4. **Mayor and Council Comments**

5. **Adjourn**

6. **ADDRESSING THE CITY COUNCIL**

Your comments shall be made during the 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 during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing.

Comments made during public hearings shall be relevant to the subject of the public hearings being held.

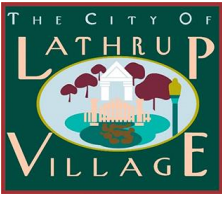
In addition to the opportunities described above, a citizen may respond to questions posed to them by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

No speakers may make personal or impertinent attacks upon any officer, employee, City Council member, or other elected Official that is unrelated to how the officer, employee, or City Council member or other Elected Official performs their duties.

No person shall use abusive or threatening language toward any individual when addressing the City Council.

Attendees are permitted to make video and sound recordings of the public meeting. However, video recording devices shall only be permitted in a designated area, and the device shall remain there through the duration of the meeting.

The Mayor shall direct any person who violates this section 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: February 2, 2026
 RE: Study Session

Community Room Roof

We opened bids for the Community Room Roof replacement on Wednesday, January 21. DRIS has finalized its review of the submissions and enclosed its recommendation letter.

Company Name	Base Bid
Unlimited Construction	\$ 67,000
Butcher & Butcher	\$ 52,938*
Four Seasons Kanga Roof	\$ 57,800
Schena Roofing & Sheet Metal	\$ 87,460
Newton Crane Roofing NCR	\$109,500
Lutz Roofing	\$ 71,250
Royal Roofing	\$ 91,200

*Updated by DRIS, noted in DRIS recommendation letter.

As a reminder, these bids do not include the removal and reinstallation of the current HVAC equipment situated on the Community Room roof. That portion of the project is estimated to cost \$30,000+. I have posed questions to Denny's Heating & Cooling (our current HVAC maintenance company) regarding the remaining life expectancy for the units and the estimated cost to replace all of them.

Due to the nature of this type of project, the Council will need to decide relatively soon if it would like to move forward with this project. The City only has a short window (early spring or early fall) each year to complete this work, as it requires taking the entire HVAC system offline for approximately two weeks.

Conflict to Conversation Training

Councilmember Hammond attended a SEMCOG "From Conflict to Resolution" training in June of 2024. As was stated during the recent election cycle, residents feel there is divisiveness in our community between the city staff, government, and residents. Councilmember Hammond has inquired to Dr. Stavros (LTU Professor and SEMCOG Presenter) if they would be willing to hold this training in Lathrup Village for anyone to attend. W

The purpose of this discussion is to see if there is interest among the Council to hold this type of training, and if so, what type of budget the Council would want to devote to such a cause, as this would be an unbudgeted expenditure.

Below is an article that was a part of the free guide from Dr. Stavros: The Thoughtful Citizen Guide

https://inquiryinstitute.com/thoughtfulcitizenhandbook?utm_source=chatgpt.com

The City has heard back from Dr. Stavros. The exact cost depends on the format, length, and intended audience size (e.g., elected officials and staff only, or a broader community session).

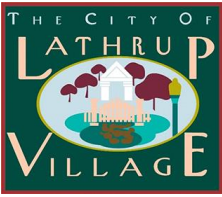
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



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As a general reference:

- A 90–120 minute facilitated session typically ranges from \$2,500–\$5,000
- A half-day interactive workshop ranges from \$5,000–\$7500

These fees include preparation, customization for Lathrup Village, facilitation, and participant materials that Dr. Stavros would prepare. Dr. Stavros aims to design sessions that are practical, inclusive, and appropriate for public-sector contexts.

Rainbow Circle Reconstruction

This topic is informational. The City opened bids for the Rainbow Ricle pavement project on January 29. As a reminder, the City was awarded an MDOT Category B grant for this project. Giffels is in the process of reviewing the submissions before a formal recommendation. The as-read bids were:

Company Name	Base Bid
Cadillac Asphalt	\$559,793.22
ASI	\$501,658.79
R&R Asphalt	\$535,752
Best Asphalt	\$518,095.20
Al's Asphalt	\$605,515.54
Hutch Paving	\$517,128.90
Springline Excavating	\$533,919.04
Allied	\$488,100
ProLine	\$484,864

Overall, good pricing. The construction estimate during the grant process was \$524,000. The maximum grant amount for this project is 50% of the construction cost up to \$250,000. Once Giffels finalizes their bid review, the information is sent to MDOT for their review and approval before it comes before the City Council.

City Council FY 26-27 Goals

Each year, as part of the budget process, the City Council reviews its Council Goals and makes any changes it finds necessary, with the intent to adopt the goals during the regular February meeting. Included in your packet are the approved goals from FY 25-26.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

**DETROIT ROOFING INSPECTION SERVICE**

P.O. Box 99700, Troy, MI 48099

Timothy P. Riha

RRC, RRO ~ Consultant

586-759-2143 office

Tim.Riha@DRISontheNet.com

586-201-0664 cell

January 21, 2026

Mike Greene
City Administrator
27400 Southfield Rd.
Lathrup Village, MI 48076

Re: Roof Replacement Bids
Location: City of Lathrup Village – Community Room
27400 Southfield Rd.
Lathrup Village, MI

Dear Mr. Greene:

At your request I have specified roof replacement on the above referenced building and an public open bid, which was advertised by your office, was held on January 14, 2026. During this onsite meeting we allowed access to the roof for those contractors interested in this project, answering questions about the roof replacement as well as informing the contractors of the corresponding mechanical work being completed as part of this project.

At the Prebid 15 contractors were in attendance and bids were due and opened in your office January 21, 2026. Unfortunately, I was unable to attend the bid opening and I understand that 7 bids were received and read out loud. The contractors who submitted bids were: Butcher & Butcher, Four Seasons Kanga Roof, Lutz Roofing, Newton Crane Roofing, Royal Roofing, Schena Roofing and Unlimited Construction.

After receiving and reviewing the bids, I note that Butcher & Butcher was the low bidder. I do not have any recent project history with this contractor; however, I did contact their project estimator, Mark Tremonti, to discuss his bid. During this discussion Mark indicated that he did miss a few items. These were minor and included sheet metal slip flashings on the units as well as service line support blocks. Additionally, Mark did not include Unit Costs for the tapered insulation panels on items 13 & 14 of the updated proposal pages submitted with Addendum 1, see attached email confirming these changes. Even with these additional fees Butcher & Butcher remains the low bidder.

Therefore, at this time I feel comfortable that Butcher & Butcher is capable of completing this project as specified and should be awarded this project based on being the low bidder at the updated cost of **\$52,938.**

Below is a breakdown of the bids and you already have the contractor's original proposals. Please see the attached specifications and Addendum issued during bidding for a full description of the roof system.

2026 Community Room Roof Replacement Bids							
Contractor	Bid	Familial	Iran	Addendum 1	Addendum 2	Base Bid	updated
	Bond	Statement	Disclosure				
	Received	Received	Received	Received	Received	Cost	
1	Butcher & Butcher	Y	Y	Y	Y	\$ 51,982	\$52,938
2	Four Seasons	Y	Y	Y	Y	\$ 57,800	
3	Unlimited Const.	Y	N	Y	Y	\$ 67,000	
4	Lutz	Y	Y	Y	Y	\$ 71,250	
5	Schena	Y	Y	Y	Y	\$ 87,460	
6	Royal	Y	Y	Y	Y	\$ 91,200	
7	Newton Crane	Y	Y	Y	Y	\$ 109,500	

The **Base Bid** is for removal of the existing EPDM membrane leaving the existing tapered insulation in place. This insulation will be reused to save on replacement costs. Insulation will be inspected daily and any wet or damaged insulation found, most likely around the HV/AC penetrations, will be replaced based on unit costs submitted with the bids. Over the existing insulation substrate a new layer of 1/2" High Density Polyiso Insulation will be installed with a new fully adhered EPDM membrane. This will include roofing on the main roof as well as the two smaller entrance canopies on the SW and NW sides of the Community Room. The roof will then be completed with all new associated sheet metal flashings.

This roof project has been bid, by all roofing contractors, with the knowledge that they will need to coordinate work with the removal and reinstallation of the HV/AC equipment and exposed duct work on the roof by your HV/AC contractor, Dennys Heating, Cooling & Refrigeration Service, Inc. This HV/AC work is necessary to allow access to the roof and flashings under existing HV/AC equipment which are covering the west side of the roof.

Please note that the roofing contractors have bid all roof work with the assumption that the reinstallation of the HV/AC equipment and ducts will be similar to the existing configuration. Any major alterations to the existing HV/AC footprints may require additional work by the roofing contractor and would be based on the unit costs submitted.

I have had discussions with Dean at Denny Heating Cooling & Refrigeration after the roof bids were received and he has indicated that he has all work included for raising the new units and ducts maintaining the flashings heights that we will need to achieve a minimum of 10" above the existing finished roof surface.

If you have any further questions, or are prepared to award this project, please contact our office.

Sincerely,



Timothy P. Riha, RRC, RRO
Consultant
Detroit Roofing Inspection Service, Inc.

Tim Riha

To: Mark Tremonti
Subject: RE: Lathrup Village Community Center Project

From: Mark Tremonti <mtremonti@bbconstruct.com>
Sent: Monday, January 26, 2026 1:23 PM
To: Tim Riha <tim.riha@drisonthenet.com>
Subject: Lathrup Village Community Center Project

Tim here are the unit prices as we discussed....

1/8" Taper

AA Panel	\$1.60 sq ft
A Panel	\$2.60 sq ft
B Panel	\$4.55 sq ft
C Panel	\$4.55 sq ft

1/4" Taper

X Panel	\$2.10 sq ft
Y Panel	\$4.10 sq ft

Slip Metal- ADD to bid amount:	\$756.00
Gas Pipe Supports-ADD to bid amount:	\$200.00

Let me know if you need anything else.

Respectfully,



Mark Tremonti
 Project Manager/ Estimator
 Butcher & Butcher Construction
 Phone 248-852-2323
 Web www.bbconstruction.com
 Email mtremonti@bbconstruct.com
Celebrating 50 Years in Business!



Denny's Heating, Cooling & Refrigeration Service Inc.

Mechanical Contracting

1831 Austin Dr. Troy, MI 48083 248-669-4338 deanmando@dennysonline.com

Thank you for the opportunity to quote! Presenting to:

City of Lathrup

Regarding:

RTU's Reinstallation

27400 Southfield Rd, Lathrup Village, MI 48076

RTU's installed on this building is done poorly. RTU's sit haphazard on rails sitting on tip of the membrane. Outdoor ducting routed in such a way as to make the service and cleaning of the RTU's tough and impossible in some place.

This quote corrects this issue. Removes all outdoor ducting and set RTU's directly on the curbs.

This work is best done in shoulder seasons with neutral weather as there will likely be significant downtime due to the nature of this tough job.

The described work scope applies to (3) RTU's. (1) RTU for the community room, is well installed and is not in work scope.

- 1) Pull three RTU's from the roof. Set in parking lot for temporary.
- 2) Demolish all outdoor ducting on the roof and necessary associated.
- 3) Measure, fabricate and install custom curb adapters to adapt the existing duct curbs to the RTU footprint.
- 4) Re-install RTU's. Crane service. New gas pipe work for new connections. New connections for the line voltage. New connections for the low voltage. New connections for the condensate.
- 5) Start check and test re installed RTU's. Ensure proper operation.

8/18/2025



Denny's Heating, Cooling & Refrigeration Service Inc.

Mechanical Contracting

1831 Austin Dr. Troy, MI 48063 248-669-4338 deanmando@dennysonline.com

[Proposal Last Page](#)

QUOTED PRICE

\$32,790

CALLED OUT SPECIFICLY NOT INCLUDED

Units are existing. There is no warranty on this re installed equipment.

Roofing and roof flashing is not included. This would be best completed in coordination with roof work (if your replacing the roof anyways).

Considering the downtime, recommending doing this in September/October if possible.

TERMS & CONDITIONS

Quoted price is only good for 30 days from the date of quotation, due to the rapid increase and decrease of raw materials and equipment. Method of payment: cash, check or cashier's check.

AGREEMENT

The above scope of work is satisfactory as specified for the listed amount. Denny's Heating, Cooling & Refrigeration Service Inc. is authorized to do the work as indicated and payment will be made as indicated in "terms and conditions".

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Authorizing Signature

Print

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Title

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Date

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Accepting Signature

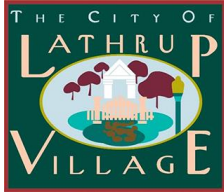
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Title

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Date



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Goals & Performance Measures
Fiscal Year 2025/2026

Transparent, Open & Honest Government	
<i>This value reflects our first and most important responsibility. We maintain an organizational reputation for openness, honesty, and integrity.</i>	
<ul style="list-style-type: none"> Improve communications with residents and local businesses 	Use all possible media to communicate events, meetings, and updates promptly. Develop a clear and concise timeline for when items need to be turned in for the media, and be consistent with the timing of posting.
<ul style="list-style-type: none"> Create a Formal Communication Plan 	Have a City Communication Plan formally adopted before July 31, 2025.
<ul style="list-style-type: none"> Develop effective document management and paperless processes 	Develop processes and policies that allow residents to conduct business online and make payments with ease.
<ul style="list-style-type: none"> Improve website/mobile app design to make information more easily accessible 	Continually update website pages to meet residents' needs.
<ul style="list-style-type: none"> Do more Town Halls 	Conduct one (1) Town Hall quarterly on a specific topic.

Dedication to Service	
<i>Our primary duty is to the people we serve. We are accessible, responsive, consistent, and understanding. We provide assistance beyond our customers' expectations, and we find effective solutions to problems that are brought to our attention.</i>	
<ul style="list-style-type: none"> Improve operations through upgrades in technology 	Develop processes and policies that allow residents to conduct business online and make payments with ease.
<ul style="list-style-type: none"> Maintain robust and attractive business corridors 	<p>The Code Enforcer and DDA Director conduct a business inventory quarterly, not only to provide feedback for improvement but also to increase business relationships.</p> <p>Utilize Oakland County & Main Street resources to their potential.</p>
<ul style="list-style-type: none"> Promote a safe and secure community 	The Police Chief and/or designee will attend one community event (outside of Police events) per year and attend a City Council meeting quarterly.
<ul style="list-style-type: none"> Promote a clean and vibrant community 	Continue to utilize Code Enforcement patrols throughout the City to enhance the quality of life for all businesses and residents.

<ul style="list-style-type: none"> Develop and prioritize improvements to parks and playgrounds 	<p>We will ensure that our parks and playgrounds are clean and safe. When financially available, upgrades will be done.</p>
<ul style="list-style-type: none"> Increase Recreational Offerings 	<p>Utilize the Parks and Recreation Committee and City staffing to hold recreational events for members of the entire community.</p> <p>The Council will evaluate during the budget process the creation of a Part-Time Recreation Coordinator position.</p>
<ul style="list-style-type: none"> Improve quality of life for residents of all ages 	<p>We will respond to residents professionally and respectfully in a timely manner. Even if we do not have the answer immediately, we will return phone calls, emails, and messages within two (2) business days.</p>
<ul style="list-style-type: none"> Provide a maximum of one (1) workday initial response to See Click Fix reports with an additional response every three (3) business days until the issue is resolved 	<p>Residents will be updated regularly until their inquiry is completed. The City Council will be updated with open issues from See Click Fix bi-weekly consistently.</p>

Fiscal Responsibility	
<p><i>Proper use of community resources in a public trust, which we continually guard. In the management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we will strive for the greatest possible efficiency and effectiveness.</i></p>	
<ul style="list-style-type: none"> Fiscal Reviews 	<p>Improve oversight of both revenues and expenditures throughout all funds.</p>
<ul style="list-style-type: none"> Contracts 	<p>Create a formal list of all City contracts to be reviewed during the budget process.</p>
<ul style="list-style-type: none"> Support economic vitality to attract and retain local businesses 	
<ul style="list-style-type: none"> Maintain and evaluate current infrastructure to make improvements when necessary. 	

Personal Honesty and Integrity	
<p><i>Each of us demonstrates the highest standards of personal integrity and honesty in public activities to inspire confidence and trust in government.</i></p>	
<ul style="list-style-type: none"> Code of Ethics provided to all newly elected/appointed Council and Board members 	
<ul style="list-style-type: none"> All members of appointed and elected boards will come to meetings prepared to conduct business 	
<ul style="list-style-type: none"> Respond by agreed-upon deadlines 	<p>Clear Expectations of due dates and assignments will be communicated. Reminders will be sent 24 hours before the due date</p>
<ul style="list-style-type: none"> All staff and members of the appointed and elected boards will be as timely as possible with their arrival to meetings unless they have communicated otherwise. 	

Excellence	
<i>We continually pursue excellence by being creative and professional, taking risks, showing initiative, and being committed to our team. In this pursuit, we support continuing education and training for all team members.</i>	
<ul style="list-style-type: none"> All staff and members of appointed and elected boards will participate in training that will increase knowledge and help the City progress 	All members of the City Council will attend at minimum one (1) government training session per year.
<ul style="list-style-type: none"> Subscribe/read journals, organizations, and periodicals (e.g., Inside 208, Bridge, MML magazine, etc.) 	
<ul style="list-style-type: none"> All staff and members of appointed and elected boards will be proactive and take initiatives to improve community relations (i.e., residents, businesses, and surrounding communities) 	

Teamwork	
<i>We are a team that emphasizes high levels of trust, cooperation, and commitment to excellent communication with the organization. We encourage employees to exercise independent judgment in meeting customer needs through professional behavior that is consistent with our values.</i>	
<ul style="list-style-type: none"> Staff will provide professional development and team development opportunities bi-annually 	
<ul style="list-style-type: none"> We will work by the “golden rule” when it comes to interacting with staff, residents, and the general community 	<ul style="list-style-type: none"> City Council will provide public acknowledgment of their perceived “golden rule” excellence The City will create a digital organizational feedback form to be reviewed bi-annually.

A Humane and Diverse Organization	
<i>We are a humane organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor contribute to our positive working environment. We make every attempt for every employee to reach their full potential. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings us.</i>	
<ul style="list-style-type: none"> Appointments to boards and commissions: 	Reflective of the cultural and social diversity of the community.
<ul style="list-style-type: none"> We will provide cultural events for the community during holidays and for general celebrations. 	
<ul style="list-style-type: none"> We will respect all people regardless of their ethnicity, race, age, sexual orientation, and preference. 	

Other	
<ul style="list-style-type: none"> Continue best practices in maintaining city grounds, parks, and entrances. 	
<ul style="list-style-type: none"> Staff will create, at minimum, two (2) educational videos per year. 	
<ul style="list-style-type: none"> Identify cross-functional opportunities (e.g., police officers & Code Enforcement) 	
<ul style="list-style-type: none"> The City Staff will conduct 360 evaluations annually 	
<ul style="list-style-type: none"> City Council will create an updated City Administrator Evaluation Form 	