



# City Council Regular Meeting

Monday, November 18, 2024 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order** by Mayor Garrett

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Agenda**

5. **Presentations**

A. Southfield School Board Study Representative Update

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

7. **Consent Agenda**

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

A. Approval of Minutes

i. 10-21-24 - City Council Study Session

ii. 10-21-24 - City Council Regular Meeting

iii. 11-4-24 - City Council Study Session

B. Building & Code Enforcement Department Reports

C. Community & Economic Development Report

D. Finance Department Reports

E. Police Department Monthly Reports

8. **Public Hearings**

A. Community Development Block Grant Funds - Project Year 2025

**9. Action Requests - For Consideration / Approval**

- A.** Request to Approve Resolution #2024-16 - Community Development Block Grant Project Year 2025
- B.** Request to Approve Resolution #2024-17 - A Resolution of Authorization, Local Unit of Government Match for the Michigan Natural Resources Trust Fund Grant Request
- C.** Request to Approve Partnership Agreement with the Lathrup Village Nature Group
- D.** Request to Appoint a Downtown Development Authority Board Member

**10. City Administrator Report**

**11. City Attorney Report**

**12. Reports of Boards, Commissions, and Committees**

- a. Downtown Development Authority
- b. Planning Commission
- c. Parks & Recreation
- d. Tree Committee
- e. Southfield School Board

**13. Unfinished / New Business**

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

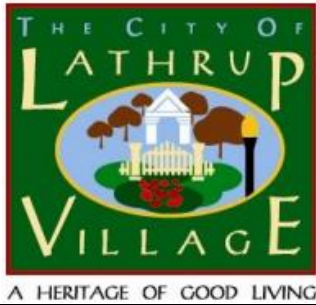
**15. Mayor and Council Comments**

**16. Adjourn**

**ADDRESSING THE CITY COUNCIL**

- Your comments shall be made during times set aside for that purpose.
- Stand or raise a hand to indicate that you wish to speak.
- When recognized, state your name and direct your comments and/or questions to any City official in attendance.
- Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.

- Any person who violates this section shall be directed by the Mayor to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a "breach of the peace" by disrupting and impeding the orderly conduct of the public meeting of the City Council and may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.



# City Council Study Session

Monday, October 21, 2024 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett at 6:00pm
2. **Discussion Items**
  - A. **PILOT Ordinance**

DDA Director, Austin Colson, explained the economic development tool known as the PILOT Ordinance, and said this could be used for part of the redevelopment of the old Lathrup Village School site. There would be Payment in lieu of taxes, that would last for up to 15 years.

Sam Surnow described the project as shown in the study session packet, and mentioned the redevelopment in the community would be mixed use. Mr. Surnow mentioned that the Surnow Company has been exploring all financing options, including TIF-Tax Increment Financing program, but thought that the PILOT program is better. He stated, even if Surnow was awarded this program, they would still have a financial gap to fill. He believes that his company's work on this project is finally at a point where he feels the community will be happy with what he is proposing, he wanted to know what is Lathrup doing to show their support?

The current plans provide restoration of what we have here as our largest historical site, providing community space, co-worker space, and this could be workforce housing. DDA Director Austin Colson, said the plan preserves the integrity of the original building and takes the wings added in the 1970s and 1980s, demolishes them and repurposes the area for housing.

Mayor Pro Tem Kantor, asked if the contract would be with the City, not the DDA correct? Austin said yes.

Eric Tuomey, a consultant on the project for the Surnow Company, answered questions related to the PILOT program, and how it is calculated and categorized.

City Attorney LeAnn Kimberlin, explained the guidelines regarding this program and the review process, and said that other people or companies, could ask to use it too, that the process itself, the evaluation process, the framework, is the same, and does ask what value (the project) will be bringing to the City.

DDA Director Austin Colson, said this is open to any developer to use. Attorney LeAnn Kimberlin stated that we would need to get this ordinance in place first for this program.

Eric Tuomey, said that Traverse City and Detroit are doing similar things, establishing a model ordinance. The Surnow Company is asking for a 4% program.

Councilmember Hammond wants something to happen with this building, and wants options to help make this happen, and find the best way to fund this project, he thinks the PILOT Ordinance will be another tool to use to make this happen.

Mayor Garrett said that Surnow needs a grant or a revitalization loan to make their project happen, and that they will not be anywhere near where they need to be without Lathrup Village’s support and asked if the Council is interested in the PILOT Ordinance?

City Council members and Consultant Tuomey discussed the differences between the TIF program and the PILOT program including what is the best financial option for the City.

**Additional Discussion Item – Holiday Lights**

City Administrator Greene said that the holiday lighting, could not get contracted with the DDA, because they did not have a Quorum, and asked if Council is interested in helping with this by approving the contract and then having the DDA approve refunding the City at a subsequent meeting. He said that DDA Director, Austin Colson, has multiple designs and quotes, Mayor Pro Tem Kantor, said yes, just as long as the DDA transfers the money that was used back to the City.

**3. Public Comments**

Jonathan Kerra asked what is the relationship between PILOT program and what has been done in downtown Detroit? He stated his concern that it is like a condo development, where they can change the numbers, and he is concerned about what happens after the 15 years that is in the program and wanted to know if this is guaranteed to stay rentals or become condos after the 15 years are over.

Autumn Sousanis, thinks this is an exciting opportunity, but has some concern, that it (the building) is used as a tax write off, in 2016, she called Mr. Surnow’s dad, and toured the school, his understanding, she said, was that the deed has a restrictive covenant that has to have educational purpose, and she wondered, what has happened to that? She thought it can be for shops, but is concerned about discrepancies in what the drawings are showing, and doesn’t think amenities would be for the community, but would be for the building residents. She said there is potential for a great building, that could unify the community, and wants it to be clear as to how it is categorized. She had many ideas for the building and its use.

**4. Mayor and Council Comments**

Councilmember Hammond reiterated the PILOT program would be a good tool to be able to use, and agrees with Autumn, about the potential for this to be a great space.

Mayor Pro Tem Kantor asked about short-term rentals codes, that were discussed at a previous meeting, with consequences that included them possibly losing their certificate, and wanted to know if we have moved on that, City Attorney, Mike Greene, said, not yet.

Councilmember Hammond said he is working with City Administrator, Mike Greene, for suggestions for topics for the next Town Hall.

**5. Adjourn 7:08pm**



# City Council Regular Meeting

Monday, October 21, 2024 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

Present: Garrett, Kantor, Jennings, Hammond, Barksdale  
Absent: N/A

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

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Barksdale to approve the agenda with the following amendments: adding item 5.C – Congresswoman Talib Office Update; adding item 9.I – Request to approve Holiday Lights Contractor

Yes: Garrett, Kantor, Jennings, Hammond, Barksdale

No: N/A

Motion Carried

## 5. Presentations

### A. Southfield School Board Student Representative Update

Southfield School Board Student Representative Eric Spragins gave an update including that there were successful homecoming joint pep rallies with University High, and he thanked the Security team, and noted that Officer Kean was recognized with the employee of month award. Mr. Spragins mentioned a successful blood drive and that there will be more and promoted the upcoming trunk or treat event. Student Representative Spragins congratulated Layla Scott for getting accepted into a university, and he mentioned the drive to register people to vote and complemented the football and girls' golf teams.

### B. Proclamation - Family Court Awareness Month

### C. Congresswoman Talib Office Update

Cheryl Tipton from Rashida Talib's office gave an update.

## 6. Zoning Board of Appeals

### A. 27651 Southfield Road - Commercial Sign Variance Request

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Jennings to convene as the Zoning Board of Appeals

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

Planning Consultant Eric Pietsch explained the request as outlined in his report included in the Council packet, and a representative from Middle Eats restaurant, explained how the larger visibility of the sign, will help both customers and delivery people, to find to find the business, and that he believed it would help to keep the businesses open.

Councilmember Hammond, Mayor Pro-Tem Kantor, Councilmember Jennings, and Mayor Garrett, asked questions, regarding the hardship need, the criteria for approving the request, and the height of the sign, impacting the line of vision for both pedestrians and those driving their vehicles near it. Conversations continued regarding not allowing additional space on the top of the sign, but allowing them to expand the signage onto the base of the existing sign.

Moved by Councilmember Hammond, seconded by Mayor Pro-Tem Kantor to approve additional signage on the bottom base of the existing sign, and approve the variance request for a dimensional variance to allow up to 53 square feet of signage surface display for each side of the sign in lieu of the ordinance-allowed 40 square feet per side; approve the variance request for a dimensional variance to allow for a total maximum sign area of 159 square feet in lieu of the maximum ordinance-allowed 120 square feet; and approve a request for a dimensional variance to allow no street number to be placed on either side of the existing monument sign.

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

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Hammond to adjourn as the Zoning Board of Appeal and re-convene as the City Council.

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

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

A resident said she asked for help at the last Tree Meeting, regarding cleaning up an area on her street, Coral Gables, she said people leave trash there in the dead end, and that it has been on

her to clean it up, and she has recently lost her husband, Mayor Garrett, asked her to leave her information and that the City Administrator, Mike Greene will follow up on this situation.

Bruce Wallace, who lives on Lathrup Blvd., asked why people didn't get a chance to make comments, before the City Council made their decision about the sign variance, and asked if the Council is prepared to make changes for other businesses, and could this be a chance for the City to make money on these variances? Mr. Wallace said they were already out of compliance, before the variance was approved. He said the Council risks showing favoritism, when they make variances to some businesses and not others.

**8. Consent Agenda**

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- A. Approval of Minutes
  - i. 9-23-24 - City Council Study Session
  - ii. 9-23-24 - City Council Regular Meeting
  - iii. 10-7-24 - City Council Study Session
- B. Police Department Monthly Reports
- C. Building & Code Enforcement Reports
- D. Finance Department Reports
- E. Community & Economic Development Report

Moved by Councilmember Hammond, seconded by Councilmember Jennings to approve the consent agenda.

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

**9. Action Requests - For Consideration / Approval**

- A. Request to Approve an Agreement with the City of Ferndale Regarding Use of Southwest Storage Area**

Moved by Councilmember Jennings, seconded by Councilmember Barksdale to approve the agreement between the City of Lathrup Village and the City of Ferndale regarding the use of the southwest storage area.

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



**B. Request to Begin the Process of Enacting Public Act 33 of 1951 - Special Assessment for Public Safety**

Moved by Councilmember Hammond, seconded by Mayor Pro-Tem Kantor to begin the process on enacting Public Act 33 of 1951 – Special Assessment for Public Safety.

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

**C. Request to Begin the Process of Placing a Headlee Override on the November 2025 Ballot**

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Barksdale to begin the process of placing a Headlee Override on the November 2025 Ballot.

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

**D. Request to Amend Zoning Ordinance for Mobile Food Vending**

Moved by Mayor Pro-Tem Kantor seconded by Councilmember Hammond to approve the amendment to the zoning ordinance for Mobile Food Vending – Amend Article 6.1, Administrative Site Plan Review, to revise Section 6.1.B.xii., – Mobile Food Vending; Amend Article 6, Development Procedures, to amend the language of Section 6.1.B.xii. to allow food trucks in the MX district

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

**E. Request to Amend Zoning Ordinance for EV Charging**

Moved by Councilmember Jennings seconded by Mayor Pro-Tem Kantor to approve the amendment to the zoning ordinance for EV Charging – Section 2.2: Definitions to add; Amend Article 4 to add a new section; and Amend Section 5.13: Off-Street Parking to add a new item

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

**F. Request to Amend Zoning Ordinance for Generator Location**

Moved by Councilmember Hammond seconded by Mayor Pro-Tem Kantor to approve the amendment to the zoning ordinance for Generator Location - Amend Article 4 to remove Section 4.12, Permanent Power Generators; Amend Article 5, Site Development Standards, to add “permanent power generator” to Section 5.16.2.G. and to add the language of Section 4.12 to a new Section 5.16.2.H

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

**G. Request to Amend Zoning Ordinance for Waste & Rubbish**

Moved by Councilmember Barksdale seconded by Councilmember Hammond to approve the amendment to the zoning ordinance for Waste & Rubbish - Amend Article 5 to revise Section 5.3, Waste and Rubbish; Amend Article 5, Site Development Standards, to amend the language of Section 5.3

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

**H. Request to Amend Zoning Ordinance for Self-Service Laundromats**

Moved by Councilmember Hammond seconded by Councilmember Barksdale to approve the amendment to the zoning ordinance for Self-Service Laundromats - Amend Article 2, Definitions, add Self-Service Laundromat as a defined term; Amend Article 3, Zoning Districts, to add Self-Service Laundromat as a principal permitted use in the MX -Mixed Use Zoning District; Amend Article 4, Use Standards, to add a new standard; Amend Article 5, Site Development Standards, to add a new off-street parking standard

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

**I. Request to Approve Holiday Lights Contractor**

Moved by Mayor Pro-Tem Kantor, seconded by Councilmember Hammond to approve Lucent Landscape as the 2024 holiday lights contractor for an estimated cost of \$10,600.

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

10. **City Administrator Report**

Early Voting for Lathrup Village residents’ will take place at Southfield City Hall, from Saturday, October 26<sup>th</sup> – Sunday, November 3, 2024.

11. **City Attorney Report – N/A**

12. **Reports of Boards, Commissions, and Committees**

- a. Downtown Development Authority – No Meeting
- b. Planning Commission – No Meeting, but will have one in November
- c. Parks & Recreation – Ghostly Glow dance this weekend with refreshments and a professional DJ, Trivia Night is coming back November 15<sup>th</sup>, 2024.
- d. Tree Committee - Update from Roger Lynn, he said they just submitted a grant to DTE for a \$4,000 match grant, they feel confident about getting this grant, and they are expecting to hear back about it in December. They have also been working on the DNR grant for \$100,000, and they are about 90% done. The Tree Committee has been keeping the City Administrator in the loop and they are optimistic about this grant.
- e. Southfield School Board – Councilmember Jennings, thanked Eric Spragins, for his report and School Board member, Ashanti Bland for attending tonight.

13. **Unfinished / New Business** None

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

Diane passed out articles about the death of Pfc. William H. Beske, Jr., the only soldier who died in Vietnam, who was a resident of Lathrup Village, and said that there was a sign honoring him, in the City Hall, up until a year ago, and she does not know why it was taken down. Diane expressed concerns about Annie Lathrup School, and the history of Lathrup Village, and the things that we no longer have in Lathrup Village and believes that the Surnow Company has not done what they said they were going to do.

Autumn Sousanis, who has lived here 22 years, said we were promised transparency between City Hall and the residents, but there have been several canceled meetings that further limit the resident’s ability to hear and talk about what is happening with the City. She wants anyone who has a conflict of interest with Cannibus to disclose it.

Laurie Kunz, read the rules for addressing City Council, from the bottom of the meeting agenda page out loud, and then discussed comments from the 9-23-24 meeting, and said that Ian Ferguson’s, reason was not valid for needing the Cannibus here. Laurie made more comments concerning the Cannabis Proposals, and said Bruce Kantor, said to her and the group that sued the City to sue the City. She said the City tried to hide the video with the wrong date, and by its

code number, and she expressed concern over the statements that Ian said, at the last City Council meeting, and referenced the lawsuit, that they had filed against the City.

Tim Hillman thanked Councilmember Jennings for the Southfield Public Schools report and thought that it would be good if the young person who gave the report could have stayed for the rest of the meeting. Tim reminded fellow residents to prioritize proper conduct even when emotions are high.

Ian Ferguson stated it is now your time to vote for Proposals 1 and 2, and wants Lathrup Village, to receive the annual money that it will bring, he said there are no problems in Berkley, and there were property value increases in Berkley, after the Cannabis, businesses were allowed to operate there. Ian said \$and 118,000 for this City is what he is here for, and Cannabis, is used for medicinal purposes, and for managing injuries and pain.

**15. Mayor and Council Comments**

Mayor Garrett said that she did not know about the plaque that was not hanging up anymore and would investigate it, and she asked City Administrator, Mike Greene, to let the Council know if it has been located.

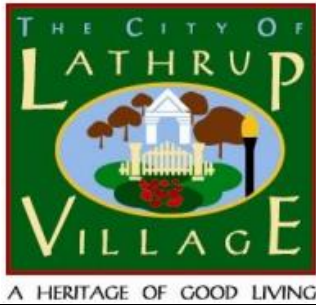
Mayor Pro-Tem Kantor, in reference to the ZBA meeting, said they don't make people remove signs that are "grandfathered in" and that is why they are legally nonconforming, and that there is a fee charge for these variances. They look at requests as they come in. Refuted that he said to take them to court.

Councilmember Jennings noted that Michigan First Credit Union is headquartered here in Lathrup Village, and they will have a festival of lights on Monday, November 25<sup>th</sup>, 2024, from 5:30pm – 8:00pm.

Councilmember Barksdale, said his daughter watches the Council meetings whenever she can, and he wants us to converse and have disagreements, while acting like adults.

Councilmember Hammond thanked the Tree Committee members for their work.

**16. Adjourn at 9:04 PM**



# City Council Study Session

Monday, November 04, 2024 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

Present: Garrett, Kantor, Jennings

Excused: Barksdale, Hammond

## 2. **Discussion Items**

### A. Communication Plan - E-Newsletter

CA Greene discussed the communication plan that is currently being drafted for the City. The plan will include a section regarding the e-newsletter and CA Green was soliciting feedback from the City Council regarding e-newsletter content. Currently, the City utilizes the e-newsletter to share City-specific information (news/events), information from our partners, and free events hosted in the community.

There was consensus among the Council that this information makes the most sense for the newsletter, but, there should be an easy way to identify City vs. non-city sponsored events.

### B. Lathrup Village Nature Group - Partnership Agreement

CA Greene presented a draft partnership agreement created by the Lathrup Village Nature Group (LVNG) for Council consideration. While the Council favors this type of agreement, they are looking for consistency between partnership agreements and requested CA Greene to work with the LVNG to quantify a minimum number of volunteer hours to be included in the agreement.

### C. MDNR Trust Fund Grant

As part of the City's grant writing contract with Lexipol, they will write one full grant for the City each year of the contract. This year, staff requested that they write/submit an MDNR Trust Fund grant for a new playscape in Municipal Park. This grant request would be for \$400,000 and we would utilize the Council RAP funding (~\$132,000) as our matching funds (total project cost \$500,000+). CA Greene was seeking feedback from the Council if they were in favor of this type of project and utilizing Lexipol for this service.

While some Council members were thinking about seeking infrastructure grants utilizing Lexipol's service, it was realized with federal and state grant funding in the works, pivoting to a non-infrastructure grant would be best served as to not overwhelm staff and engineering if awarded.

D. CDGB 2025 Project

CA Greene discussed the Community Development Block Grant (CDBG) program and the allocation the City receives each year (\$7,000). CA Greene discussed the staff's idea of utilizing the funding for parks and was seeking Council feedback on potential programming for the 2025 year. GA Greene noted that staff had a meeting scheduled with Oakland County CDBG staff to go over potential projects to ensure they meet requirements before the 11/18 public hearing.

There was consensus among the Council that if parks projects meet the requirements of CDBG spending then the Council will consider approving it after the 11/18 public hearing.

**3. Public Comments**

N/A

**4. Mayor and Council Comments**

Kantor:

- Next study session, include short-term rental discussion.

**5. Adjourn at 6:17 PM**

# Monthly Permit List

11/05/2024

Item 7B.

## Building

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PB240041	04/02/2024	LATHRUP VILLAGE PLAZA LL	27300 SOUTHFIELD	40-24-13-353-001	\$742.80	
<b>Work Description:</b> LAUNDROMAT BUILD OUT IN UNIT						
PB240052	04/25/2024	MCBROOM, JAMES TATE	26415 MEADOWBROOK WAY	40-24-23-208-004	\$2,104.00	
<b>Work Description:</b> ADDING 665 SQ. FT. ADDITION CONSISTING OF GREAT ROOM AND LAUNDRY ROOM						
PB240084	07/01/2024	IGWT REALTY 11, LLC	26600 SOUTHFIELD RD	40-24-24-104-033	\$1,902.80	
<b>Work Description:</b> RENOVATE EXISTING VACANT BUILDING TO AN AUTO PARTS RETAIL STORE INCLUDING CARPENTRY, DRYWALL, ELECTRICAL, AND PLUMBING FOR NEW STORE						
PB240101	08/01/2024	WHITE, CHRISTINE H	17620 MARGATE AVE	40-24-24-152-019	\$365.40	
<b>Work Description:</b> installing interior waterproofing with discharge to existing pump						
PB240135	10/08/2024	MOORMAN, LEWIS B	26282 MEADOWBROOK WAY	40-24-23-256-046	\$150.00	
<b>Work Description:</b> REMOVE & REPLACE ROOF						
PB240136	10/08/2024	SMITH, JAMES	18660 MIDDLESEX AVE	40-24-23-208-002	\$120.00	
<b>Work Description:</b> Install (5) vinyl replacement windows						
PB240137	10/08/2024	TRYCIECKY, NATALIE	18791 CAMBRIDGE BLVD	40-24-14-453-003	\$120.00	
<b>Work Description:</b> Tearoff and reroof for house and attached garage						
PB240139	10/09/2024	ALLISON, SHANI J	17525 CORAL GABLES AVE	40-24-24-103-021	\$544.65	
<b>Work Description:</b> Remodel existing second floor bathroom. Enlarge shower, new tile floor, shower tile, fixtures, lighting and cabinets.						
PB240140	10/10/2024	Revell, Darren	28275 ELDORADO PL	40-24-14-276-015	\$120.00	
<b>Work Description:</b> Replacing 7 windows in residential home						
PB240142	10/10/2024	LIGHTHOUSE VENTURES LLC	18130 ROSELAND BLVD	40-24-14-227-040	\$393.80	
<b>Work Description:</b> Excavate 4211 of basement Replace drain tile with basement new 4" drain Tile with sleeve Clean Walls Repair walls any cracks Waterproof walls cracks with tar and Visqueen Backfill Cleanup Clean Up						
PB240143	10/15/2024	SURNOW CO	26780 SOUTHFIELD RD	40-24-24-103-032	\$200.00	
<b>Work Description:</b> tear off and re roof on back side of roof only.						
PB240144	10/16/2024	WILSON, DENISE YVONNE	17340 CORAL GABLES AVE	40-24-24-102-025	\$150.00	
Re-shingling roof						

PB240145	10/18/2024	JORDON, KENNETH	18756 SUNNYBROOK AVE	40-24-14-453-013	\$126.00
<b>Work Description:</b> Install (5) vinyl replacement windows					
PB240146	10/18/2024	STALLINGS, LEONARD	17570 SAN ROSA BLVD	40-24-13-103-014	\$120.00
<b>Work Description:</b> Strip and re-shingle roof.					
PB240147	10/22/2024	JACK HANNUM	19085 DOLORES AVE	40-24-14-181-002	\$140.00
<b>Work Description:</b> Install (14) vinyl replacement windows					
PB240148	10/23/2024	PANGRAZZI, MICHAEL	28010 SUNSET W BLVD	40-24-14-279-004	\$160.00
<b>Work Description:</b> Roof replacement. Tear off and re-roof house and garage. Estimated cost of construction is \$13,850.00					
PB240151	10/30/2024	OAKLAND DEVELOPMENT CO	27645 SOUTHFIELD RD	40-24-14-432-010	\$519.00
<b>Work Description:</b> select interior demo and drywall repairs for future tenant					
PB240152	10/30/2024	PARISH, THOMAS	28240 ELDORADO PL	40-24-14-278-003	\$718.04
<b>Work Description:</b> Installing subsoil drain tile interior exterior basement waterproofing					
PB240153	10/30/2024	SADLER, JAMES L	17401 ROSELAND BLVD	40-24-13-104-004	\$594.80
<b>Work Description:</b> Installing subsoil drain tile interior exterior basement waterproofing					

**Total Permits For Type: 19**  
**Total Fees For Type: \$9,285.29**  
**Total Const. Value For Type: \$173,232**

## Electrical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const
PE240070	07/26/2024	HUSSAINI, SOMAIRA	27850 SAN JOSE CT	40-24-14-301-046	\$170.00
<b>Work Description:</b> GENERATOR INSTALL					
PE240071	07/26/2024	HARPOLE, NELLIE	18755 SAN JOSE BLVD	40-24-14-402-007	\$170.00
<b>Work Description:</b> 14 KW GENERATOR INSTALL					
PE240085	09/11/2024	PRIME III, FRED	28066 SUNSET W BLVD	40-24-14-279-015	\$155.00
<b>Work Description:</b> MINISPLIT, NEW CIRCUIT					
PE240091	10/02/2024	LONG, MATTHEW A	18814 SAN DIEGO BLVD	40-24-14-404-012	\$137.00
<b>Work Description:</b> 1 CIRCUIT					
PE240093	10/03/2024	MOORE, SIBYL L	27344 EVERGREEN RD	40-24-14-306-058	\$145.00
<b>Work Description:</b> FURNACE, AC					
PE240095	10/03/2024	REIS, RODRIGO O	18880 SAN QUENTIN DR	40-24-14-402-012	\$210.00
<b>Work Description:</b> generator installation					



PE240096	10/09/2024	JOHNSON, DANE A	27211 MEADOWBROOK WAY	40-24-14-477-012	\$111	Item 7B.
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**Work Description:** Installing 2 outlets

PE240097	10/10/2024	ALEC CAPEL	19091 WILTSHIRE BLVD	40-24-14-180-002	\$312.00
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**Work Description:** 4 CERCUIITS, 2 FIXTURES, 1 FURNACE CONNECTION

PE240100	10/18/2024	PALMER, RONALD	18870 HAMPSHIRE ST	40-24-23-253-001	\$145.00
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**Work Description:** FURNACE, AC

PE240104	10/23/2024	LAWRENCE, ROBERT	18241 W GLENWOOD BLVD	40-24-14-279-008	\$145.00
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**Work Description:** AC & Furnace replacement

**Total Permits For Type: 10**  
**Total Fees For Type: \$1,706.00**  
**Total Const. Value For Type: \$0**

## Electrical Reconnect

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const
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PE240099	10/10/2024	O'LEARY, NEDRA	28079 ELDORADO PL	40-24-14-279-009	\$70.00
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**Work Description:** Installing replacement 80%, 90,000 BTU Furnace

PE240101	10/18/2024	IGWT REALTY 11, LLC	26600 SOUTHFIELD RD	40-24-24-104-033	\$95.00
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**Work Description:** Replace furn and a/c

**Total Permits For Type: 2**  
**Total Fees For Type: \$165.00**  
**Total Const. Value For Type: \$0**

## EXTRA CEMENT PERMIT

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const
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PEXC-010-24	10/02/2024	LEANNAIS, WILLIAM	18823 SAN DIEGO BLVD	40-24-14-451-003	\$80.00
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**Work Description:** An ~12'x12' cement pad with a gazebo affixed to it.

PEXC-011-24	10/09/2024	OLLIE, ANNIE MAE	18155 MARGATE AVE	40-24-23-279-001	\$200.00
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**Work Description:** REMOVE AND REPLACE DRIVEWAY

PEXC-012-24	10/24/2024	WILLIAMS, MICHAEL A	27731 RAINBOW CIR	40-24-14-304-028	\$200.00
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**Work Description:** install pipe to enclose ditch

**Total Permits For Type: 3**

**Total Fees For Type: \$480.00**  
**Total Const. Value For Type: \$12,134**

Item 7B.

## Fence

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PF240024	09/24/2024	OGLETREE, BOOKER T	18181 SAN ROSA BLVD	40-24-14-231-001	\$80.00	
<b>Work Description:</b> 40' OF 4' FENCE TO REPLACE DAMAGED SECTION OF EXISTING FENCE BROKEN BY TREE						
PF240025	10/10/2024	VARLEY, PATRICIA GILLERAN	27861 LATHRUP BLVD	40-24-13-304-012	\$150.00	
<b>Work Description:</b> Install approx 140' of 4' high ornamental fencing						
PF240026	10/15/2024	ATKINS JR, BRIAN	18441 ROSELAND BLVD	40-24-14-229-002	\$120.00	
<b>Work Description:</b> 6' cedar horizontal fencing. 12' gate coming off back of right side of home 87 LF of fencing diagonal to left rear of property. 74 LF of fencing back toward left rear of house. 7 LF of fencing and 4 LF gate attaching to rear left of home						
PF240027	10/23/2024	ELGINCOLIN, AVELINA S	17656 SAN ROSA BLVD	40-24-13-103-022	\$120.00	
<b>Work Description:</b> COMPLETE SMALL SECTION OF FENCING AT SIDE						

**Total Permits For Type: 4**  
**Total Fees For Type: \$470.00**  
**Total Const. Value For Type: \$0**

## Mechanical

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PM240072	09/11/2024	PRIME III, FRED	28066 SUNSET W BLVD	40-24-14-279-015	\$145.00	
<b>Work Description:</b> MINISPLIT						
PM240078	10/03/2024	MOORE, SIBYL L	27344 EVERGREEN RD	40-24-14-306-058	\$150.00	
<b>Work Description:</b> FURNACE, AC						
PM240079	10/03/2024	DROST, ALEX J	17567 RAMSGATE DR	40-24-24-104-017	\$140.00	
<b>Work Description:</b> HOT WATER HEATER						
PM240080	10/03/2024	REIS, RODRIGO O	18880 SAN QUENTIN DR	40-24-14-402-012	\$255.00	
<b>Work Description:</b> generator installation						
PM240082	10/04/2024	MONCRIEF, WILLIAM	26665 LATHRUP BLVD	40-24-24-104-029	\$225.00	
<b>Work Description:</b> 22KW Generator Installation						
PM240083	10/10/2024	O'LEARY, NEDRA	28079 ELDORADO PL	40-24-14-279-009	\$125.00	
<b>Work Description:</b> Installing replacement 80%, 90,000 BTU Furnace						

PM240084	10/10/2024	ANDERSON, GARY	18530 SAN DIEGO BLVD	40-24-14-405-015	\$341
<b>Work Description:</b> Minor Ductwork Modifications for a Basement Remodel. Add bath fan, adapt seven supply duct runs. Add combustion air transfer grill					
PM240085	10/15/2024	MARTIN, ELIZABETH	28021 SANTA BARBARA DR	40-24-14-182-010	\$185.00
<b>Work Description:</b> installing new gas piping system for all gas equipped appliances in home.					
PM240086	10/15/2024	ALLISON, SHANI J	17525 CORAL GABLES AVE	40-24-24-103-021	\$170.00
<b>Work Description:</b> Vent new bath fan.					
PM240087	10/15/2024	FITCH, DAVID A	18175 AVILLA BLVD	40-24-14-232-002	\$155.00
<b>Work Description:</b> BOILER					
PM240088	10/18/2024	PALMER, RONALD	18870 HAMPSHIRE ST	40-24-23-253-001	\$165.00
<b>Work Description:</b> FURNACE, AC, LINER					
PM240089	10/18/2024	IGWT REALTY 11, LLC	26600 SOUTHFIELD RD	40-24-24-104-033	\$185.00
<b>Work Description:</b> Install furnace, a/c and new ductwork					
PM240090	10/23/2024	LAWRENCE, ROBERT	18241 W GLENWOOD BLVD	40-24-14-279-008	\$205.00
<b>Work Description:</b> AC, furnac3 & humidifier replacement, install chimney liner.					
PM240091	10/30/2024	MOORE, DEAN	18840 ROSELAND BLVD	40-24-14-201-041	\$125.00
<b>Work Description:</b> Replace Boiler					
PM240092	10/31/2024	MCBROOM, JAMES TATE	26415 MEADOWBROOK WAY	40-24-23-208-004	\$190.00
<b>Work Description:</b> Furnace a/c ductwork					

**Total Permits For Type: 15**  
**Total Fees For Type: \$2,765.00**  
**Total Const. Value For Type: \$0**

## Outside Refuse Container

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const
PORC-240017	10/08/2024	BOUCHARD, JEREMIAH	28421 SUNSET W BLVD	40-24-14-254-013	\$25.00
<b>Work Description:</b>					
PORC-240018	10/08/2024	ROBERTS, JOHN	28950 LATHRUP BLVD	40-24-13-102-001	\$25.00
<b>Work Description:</b> DUMPSTER					
PORC-240019	10/15/2024	SOUSANIS, JOHN	19252 RAINBOW DR	40-24-14-330-004	\$25.00
<b>Work Description:</b> DUMPSTER RENTAL					
PORC-240020	10/23/2024	IGWT REALTY 11, LLC	26600 SOUTHFIELD RD	40-24-24-104-033	\$250.00
<b>Work Description:</b> 6 MONTH DUMPSTER PERMIT					

**Total Permits For Type: 4**  
**Total Fees For Type: \$325.00**  
**Total Const. Value For Type: \$0**

## Plumbing

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PP240069	10/02/2024	LONG, MATTHEW A	18814 SAN DIEGO BLVD	40-24-14-404-012	\$135.00	
<b>Work Description:</b> SUMP PUMP						
PP240070	10/02/2024	Trujillo, Jose	27720 STANFORD CT	40-24-14-427-001	\$105.00	
<b>Work Description:</b> SUMP PUMP						
PP240072	10/04/2024	MONTOYA, SHANE	27411 LATHRUP BLVD	40-24-13-306-019	\$230.00	
<b>Work Description:</b> replacing ruptured underfloor pipe, starting at the foundation, also replacing ruptured storm trap.						
PP240076	10/15/2024	IGWT REALTY 11, LLC	26600 SOUTHFIELD RD	40-24-24-104-033	\$250.00	
<b>Work Description:</b> We are remodeling the space for new tenant, adding several fixtures and reworking existing plumbing as needed.						
PP240078	10/15/2024	DEGRAFFENREID, NEDRA L	18870 SAN JOSE BLVD	40-24-14-401-010	\$185.00	
<b>Work Description:</b> Open floor around cast iron floor drain in laundry room and find downstream pipe. Once pipe is found, remove existing floor drain trap. Install new backwater valve and floor drain. Backfill and recement to original grade.						
PP240081	10/22/2024	GREAT EXPRESSIONS DENTA	28550 SOUTHFIELD RD	40-24-13-107-001	\$120.00	
<b>Work Description:</b> Meter Install						
PP240083	10/22/2024	IRVIN, ROBERT	27215 GOLDENGATE W DR	40-24-14-456-022	\$175.00	
<b>Work Description:</b> Update Bathroom						
PP240086	10/24/2024	MOIX, MARY E	18745 DOLORES AVE	40-24-14-252-005	\$220.00	
<b>Work Description:</b> In front yard, excavate from middle of yard, thru sidewalk area and into street to replace remainder of crock piping. We will make connection of new pvc piping to existing city sanitary sewer lead. New piping to be installed with sch 40 pvc. Also, we will repair the sidewalk.						
PP240088	10/29/2024	KNICKERBOCKER, JAMES	28701 SOMERSET PL	40-24-14-228-022	\$140.00	
<b>Work Description:</b> Water Heater Replacement						

**Total Permits For Type: 9**  
**Total Fees For Type: \$1,560.00**  
**Total Const. Value For Type: \$0**

## Right of Way Construction

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
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PROW-240009 10/10/2024 GLENDA M CALVIN TR OF GL 28780 SUNSET W BLVD 40-24-14-202-001 \$1,250.00 Item 7B.

**Work Description:** RETIRE 3/4" S-MP GAS SERVICE, RELOCATE METER AND INSTALL 5/8" P-MP SERVICE TO THE GAS MAIN LOCATED 30FT NORTHWEST OF THE CENTER LINE ON THE SHORT SIDE IN THE GREEN SPACE. NO ROAD CUTS OR BORING REQUIRED. LANE/SHOULDER CLOSURE FOR CREW SAFETY AND PARKING RECOMMENDED.

PROW-240010 10/16/2024 MONTOYA, SHANE 27411 LATHRUP BLVD 40-24-13-306-019 \$1,250.00

**Work Description:** REPLACING 6" CLAY CROCK FROM HOME OUT TO CITY SEWER LOCATED IN BACK YARD

PROW-240012 10/21/2024 LATHRUP, PHARMACY 27241 SOUTHFIELD RD 40-24-14-483-015 \$1,250.00

**Work Description:** GAS LEAK REPAIR: REPLACE SHORT SIDE SERVICE. THE MAIN IS AT THE EDGE OF CAMBRIDGE BLVD ROAD. LANE/SHOULDER CLOSURE RECOMMENDED FOR PARKING AND SAFETY AND ROAD CUT REQUIRED. NO BORING. PROPOSED SERVICE TO BE INSTALLED IN SAME LOCATION AS THE EXISTING SERVICE.

**Total Permits For Type: 3**  
**Total Fees For Type: \$3,750.00**  
**Total Const. Value For Type: \$0**

## Shed

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PSHED-001-24	10/02/2024	LEANNAIS, WILLIAM	18823 SAN DIEGO BLVD	40-24-14-451-003	\$120.00	

**Work Description:** 12' x 12' WOOD/ALUMINUM GAZEBO

**Total Permits For Type: 1**  
**Total Fees For Type: \$120.00**  
**Total Const. Value For Type: \$0**

## Sign

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
PS240012	10/18/2024	HADDOW, MASON	28625 SOUTHFIELD RD	40-24-14-231-006	\$255.00	

**Work Description:** Replacing existing illuminated channel letter sign with a new one

**Total Permits For Type: 1**  
**Total Fees For Type: \$255.00**  
**Total Const. Value For Type: \$0**

## Temporary Sign

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total	Const
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**Work Description:** TEMPORAY SIGNAGE BETWEEN 11/1/24 THRU 11/14/24 (EXPECTED DATES)

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

## WATER METER

Permit #	Date	Contractor	Job Address	Parcel #	Fee Total Const
PP240082	10/22/2024	LATHRUP VILLAGE PLAZA LL 27300 SOUTHFIELD		40-24-13-353-001	\$750.00
<b>Work Description:</b> Water Reconnect					
PP240089	10/31/2024	LATHRUP VILLAGE PLAZA LL 27300 SOUTHFIELD		40-24-13-353-001	\$50.00
<b>Work Description:</b> Contractor cancelled excavation for new water tap - 50.00 fee					

**Total Permits For Type: 2**  
**Total Fees For Type: \$800.00**  
**Total Const. Value For Type: \$0**

## Report Summary

Permit.Status = ISSUED AND  
 Permit.DateIssued Between  
 10/1/2024 12:00:00 AM AND  
 10/31/2024 11:59:59 PM

**Grand Total Fees: \$21,696.29**

**Grand Total Permits: 74**

**Grand Total Const. Value: \$185,366**

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
18239 W 12 MILE RD	INDUS CENTER FOR AC/	ADDRESS NUMBERS TO BE CLEARLY VISIBLE FROM THE CENTER OF THE ROAD	RE-INSPECTION - ORI	Property Identification	Complied

1. 304.3 Premises identification

Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be not less than 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

INSPECTOR COMMENTS: ADDRESS NUMBERS TO BE CLEARLY VISIBLE FROM THE CENTER OF THE ROAD

18239 W 12 MILE RD	INDUS CENTER FOR AC/	METAL SHELVING DUMPED AT REAR - REMOVE	RE-INSPECTION - ORI	DEBRIS	Complied
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1. 54-66 Outside storage for unsightly or offensive materials.

No person shall cause or permit the premises he owns or otherwise has under his occupancy or control or the adjoining right-of-way to be used for the outside storage (outside of an appropriate container or building) of garbage, sewage, filth, refuse, dead or cut tree branches, waste, including yard waste, trash, debris, litter, rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any unsightly, offensive or obnoxious materials. All land areas found to be used for such purposes or to be strewn with such materials are declared to be public nuisances. (Code 1991, art. V, ch. 7, § 108)

INSPECTOR COMMENTS: METAL SHELVING DUMPED AT REAR - REMOVE

28505 SOUTHFIELD RD	HELP CENTER INVESTM	PARKING BLOCK BLOCKING SIDEWALK - REPLACE IN CORRECT POSITION	RE-INSPECTION - ORI	Parking Lot Repair	Letter Sent
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1. Article 5.0 Site Standards (Parking Block)

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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The following are required except as modified for the R1 and R2 districts as provided in Section 5.13.16 and 5.13.17. Bumper stops, curbing or wheel chocks shall be provided to prevent any vehicle from damaging or encroaching upon any required wall, fence or buffer strips or upon any building adjacent to the parking lot. Stops, curbing, and chocks shall be of concrete or its durability equivalent and shall be suitably anchored.

INSPECTOR COMMENTS: PARKING BLOCK BLOCKING SIDEWALK - REPLACE IN CORRECT POSITION

<b>28505 SOUTHFIELD RD</b>	<b>HELP CENTER INVESTM</b>	<b>ADDRESS NUMBERS MUST BE CLEARLY VISIBLE FROM CENTER OF STREET</b>	<b>RE-INSPECTION - ORI</b>	<b>Property Identification</b>	
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1. 304.3 Premises identification

Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background.

INSPECTOR COMMENTS: ADDRESS NUMBERS MUST BE CLEARLY VISIBLE FROM CENTER OF STREET

<b>26600 SOUTHFIELD RD</b>	<b>IGWT REALTY 11, LLC</b>	<b>COMMERCIAL DUMPSTER PERMIT REQUIRED - EMAILED OWNER ON 10/21</b>	<b>Ordinance</b>	<b>Dumpster - No permit</b>	<b>Complied</b>
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<b>28601 SOUTHFIELD RD</b>	<b>JAGGED FORK HOLDINC</b>	<b>ELIMINATE TRIP HAZARD AT SIDEWALK ALONG SOUTHFIELD RD</b>	<b>RE-INSPECTION - ORI</b>	<b>Property Maintenance</b>	<b>Letter Sent</b>
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1. 62-1 Maintenance of sidewalks, parking lots and driveways

Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.  
(Code 1991, art. V, ch. 7, § 110)

INSPECTOR COMMENTS: ELIMINATE TRIP HAZARD AT SIDEWALK ALONG SOUTHFIELD RD



11/12/2024

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
28901 SOUTHFIELD RD	SOUTHFIELD LLC	Backlit signs shall use only white light for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign elements.	RE-INSPECTION - ORI	Sign Violation	Letter Sent

1. 52-23 (k) (5) Illumination.

Backlit signs shall use only white for illumination. Such signs shall spread their illumination of four inches beyond the sign limits.

26647 SOUTHFIELD RD	Ambassadors Institute	WALL SIGN DETACHED FROM WALL, HANGING ON GROUND - REPAIR OR REMOVE	RE-INSPECTION - ORI	Property Maintenance	
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304.1 General.

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

INSPECTOR COMMENTS: WALL SIGN DETACHED FROM WALL, HANGING ON GROUND - REPAIR OR REMOVE

26237 SOUTHFIELD RD Su	QMJ BUILDING, LLC	ABANDONED WALL SIGN TO BE	RE-INSPECTION - ORI	Sign Violation	Resolved
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Sec. 52-30. Maintenance

(a) Damaged or abandoned signs.

(1) Signs which are broken, torn, bent or whose supports are broken, bent or damaged, and signs that are not reasonably level and plumb shall be repaired and installed in a manner prescribed by the enforcement officer and/or building official, but in no case shall repair requirements exceed building code requirements and the original condition of the sign and/or its supports.

(2) Abandoned signs shall be removed or put into service. Removal of such signs shall include removal of the poles and/or supports.

INSPECTOR COMMENTS: ABANDONED "SOUTHFIELD PHARMACY" WALL SIGN TO BE REMOVED

17401 W 12 MILE RD	17401 WEST TWELVE MI	BUSINESS LICENSE REQUIRED	RE-INSPECTION - ORI	No Business License	
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18-29 Unlicensed Businesses

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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No person required to obtain and maintain a license under section 18-30 shall conduct business in this city unless the person is licensed, and no natural person or individual shall, by actions taken within this city, aid or abet another in the conduct of such unlicensed business.

INSPECTOR COMMENTS: BUSINESS LICENSE REQUIRED

**Records: 10**

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11/12/2024

# Residential Enforcement List

Item 7B.

Address	Business Name	Violation Violation	Category	Status	Date Closed
18254 MEADOWOOD AVE	ROSS, ERIK	INOPERABLE AND UNLICENSED VEHICLE IN DRIVEWAY	Inoperable Vehicle	Door Tagged, L	
18400 MIDDLESEX AVE	NAHMOUD, ITZICK	LOOSE TRASH/DEBRIS ON PROPERTY AT FRONT PORCH	DEBRIS	Letter Sent	10/09/2024
27451 GOLDENGATE W DR	EBBING, ROBERT	GRASS & WEEDS IN CONCRETE SIDEWALK CAUSING TRIP HAZARDS - REMOVE TRIP HAZARDS	Sidewalk Obstruct	Complied	10/30/2024
19111 SARATOGA BLVD	RAUDSZUS, NORALIE	WOOD/BUILDING MATERIALS DUMPED IN DRIVEWAY - REMOVE	DEBRIS	Letter Sent	
18230 RAINBOW DR	KEMP, ROBIN L	VACANT PROPERTY REGISTRATION REQUIRED	Vacant Home	Letter Sent	

11/12/2024

# Residential Enforcement List

Item 7B.

Address	Business Name	Violation Violation	Category	Status	Date Closed
27450 ELDORADO PL	GARDNER, RALPH J	RENTAL REGISTRATION AND INSPECTION REQUIRED	Residential Rental Letter Sent		
27440 ELDORADO PL	GARDNER, RALPH J	RENTAL REGISTRATION AND INSPECTION REQUIRED	Residential Rental Letter Sent		
18735 SUNNYBROOK AVE	GAL, LLC, A MICHIGAN LTD I	RENTAL REGISTRATION AND INSPECTION REQUIRED	Residential Rental Resolved		11/05/2024
27246 GOLDENGATE W DR	WILLIAMS, LEWIS A	TALL GRASS/WEEDS - MUST REMAIN UNDER 7" TO AVOID CITY ABATEMENT	Tall Grass/ Weeds Door Tagged, L		

11/12/2024

## Residential Enforcement List

Item 7B.

Address	Business Name	Violation Violation	Category	Status	Date Closed
<b>27821 RED RIVER DR</b>	<b>WALES, TERESA</b>	LARGE PILE OF MULCH STORED IN RIGHT OF WAY - REMOVE	<b>DEBRIS</b>	<b>Door Tagged, L</b>	

**Records: 10**

Page: 3



27400 Southfield Rd  
 Lathrup Village, MI 48076  
 (248) 557 - 2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

## MEMORANDUM

To: LVDDA Board of Directors  
 From: Austin Colson, CED/DDA Director  
 Date: November 15, 2024  
 RE: Department/Director Report

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In an effort to provide consistent updates to the DDA Board of Directors, City Administrator, and City Council the following monthly report is submitted for your review.

### Upcoming DDA Events

- Light Up Michigan First: November 25<sup>th</sup>, 5:30-8:00pm (Location: Lathrup Village)
- Holiday Business Mixer: December 4<sup>th</sup>, 4 – 6:00pm (Location: Oak Park)
- Family Winter Fest: December 6<sup>th</sup>, 6-8:00pm (Location: City Hall)
- Business Training - Art of Giving Great Service: February 4<sup>th</sup>, 9am – 1pm (Location: Oak Park)
- Succession Planning Training: April (Location: Lathrup Village)
- Business Resources Training: May (Location: Oak Park)
- Morning Business Mixer: July (Location: Southfield)

### Past DDA Events

- Morning Business Mixer: May 14<sup>th</sup>, 8 -10:00am (Location: Southfield)
- Plant Swap: May 18<sup>th</sup>, LV Pavilion
- Southfield Road Corridor Clean-up: June 8<sup>th</sup>
- Juneteenth Celebration: Unity in the Community, June 14<sup>th</sup>/15<sup>th</sup> Social Media/Marketing
- Lathrup Village Music Festival: August 10<sup>th</sup>, Noon-11:00am (Location: Lathrup Village)
- Summer in the Village – Back to School Rally: August 16<sup>th</sup>, 6 – 8:00pm (Location: Lathrup Village)
- Main Street Oakland County Workshop – Search Engine Optimization: September 24<sup>th</sup> (Location: Waterford)
- Business Beautification Workshop: September 25<sup>th</sup>, 5 – 7:00pm (Location: Oak Park)



27400 Southfield Rd  
 Lathrup Village, MI 48076  
 (248) 557 - 2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

- Oakland County Board of Directors Training: October 3<sup>rd</sup>, 6 – 8:00pm (Location: Waterford)
- Oakland County Community Showcase: October 18<sup>th</sup>, 7:30 – 10:00am (Location: Novi)
- MSOC AI for Small Businesses Workshop: October 22<sup>nd</sup>, 8:30am – 11:00am (Location: Waterford)
- Southfield and Lathrup Village Veterans Day Ceremony: November 8<sup>th</sup>, 11am (Location: Southfield)

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

- 17401 W. 12 Mile Road – Parking lot replacement planned.
- 26600 Southfield Road – Interior remodeling for new tenant.
- 26780 Southfield Road – New roof installation.
- 26730 Southfield Road (Biggby) – Coffee shop opening end of month.
- 27300 Southfield Road (Laundromat) – Interior buildout and façade improvement.
- 27645 Southfield Road – Interior remodeling for new commercial unit in plaza.
- 28625 Southfield Road – Replacing existing illuminated channel letter sign.

#### **Infrastructure**

- None

#### **Miscellaneous**

- Thomas Kennedy was hired as DDA/CED Intern.
- Site Plan for Golf Simulator Business being presented to Planning Commission during their November meeting for approval to join our DDA District.
- The Planning Commission will be reviewing a proposed zoning district change along 12 Mile Road from Office (O) to Mixed-Use (MX) during their November meeting.

## Memorandum

**To:** Mayor and City Council  
**From:** Mike Greene, City Administrator  
**Date:** November 13, 2024  
**Re:** Monthly Approval of Disbursements

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

**MOTION:**

<b>OCTOBER DISBURSEMENTS W/ SALARY INCLUDED</b>			
FUND			
101	GENERAL FUND	\$	709,202.35
FUND			
202	MAJOR ROADS	\$	3,023.66
FUND			
203	LOCAL ROADS	\$	7,021.16
FUND			
258	CAPITAL FUND	\$	-
FUND			
397	ROAD MILLAGE FUND	\$	-
FUND			
494	DOWNTOWN DEV. AUTH	\$	24,515.00
FUND			
592	WATER & SEW	\$	677,699.73
<b>TOTAL DISBURSEMENTS</b>		<b>\$</b>	<b>1,421,461.90</b>



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

	<b>Revenues Through 10/30/2024</b>	<b>Expenses Through 10/31/2024</b>	<b>Revenues Over (Under) Expenses</b>
<b>101-GENERAL FUND</b>	3,821,220	1,528,612	2,292,608
<b>202-MAJOR STREET FUND</b>	73,296	17,710	55,586
<b>203-LOCAL STREET FUND</b>	34,275	16,229	18,046
<b>258-CAPITAL ACQUISITION FUND</b>	179	-	179
<b>397-ROADS MILLAGE BOND FUND</b>	635,509	-	635,509
<b>494-DOWNTOWN DEVELOPMENT AUTHORITY</b>	458,672	124,939	333,733
<b>592-WATER &amp; SEWER FUND</b>	869,043	1,260,737	(391,695)
<b>GRAND TOTAL ALL FUNDS</b>	<b>5,892,194</b>	<b>2,948,227</b>	<b>2,943,967</b>

<b>OCTOBER DISBURSEMENTS W/ SALARY INCLUDED</b>			
FUND 101	GENERAL FUND	\$	709,202.35
FUND 202	MAJOR ROADS	\$	3,023.66
FUND 203	LOCAL ROADS	\$	7,021.16
FUND 258	CAPITAL FUND	\$	-
FUND 397	ROAD MILLAGE FUND	\$	-
FUND 494	DOWNTOWN DEV. AUTH	\$	24,515.00
FUND 592	WATER & SEW	\$	677,699.73
<b>TOTAL DISBURSEMENTS</b>		<b>\$</b>	<b>1,421,461.90</b>

**CITY OF LATHRUP VILLAGE**  
**Disbursement Report**

Period covered 10/1/2024-10/15/2024

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$21,576.58	Greene, Miller, Townsend, Bobcean, Colliau, Emanuel, Singleton
DDA	\$3,333.33	Colson
Bldg Mnt	\$0.00	
Police	\$40,353.71	Button, Chickensky, Fisher, Gijbsbers, Huston, Hutson, Cory, Lawrence, McKee, Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$65,263.62

Deductions \$22,187.52

Net Payroll \$43,076.10

\* Fund Totals Include Gross Payroll

General Fund	\$61,930.29
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Road Bond	\$0.00
Downtown Development Authority	\$3,333.33
Water & Sewer Fund	\$0.00
<b>Total</b>	<b>\$65,263.62</b>

**CITY OF LATHRUP VILLAGE**  
**Disbursement Report**

Period covered 10/16/2024-10/31/2024

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$23,251.70	Greene, Miller, Townsend, Bobcean, Colliau, Emanuel, Singletor
DDA	\$3,333.33	Colson
Bldg Mnt	\$0.00	
Police	\$38,959.29	Button, Chickensky, Fisher, Gijbsbers, Huston, Hutson, Cory, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$65,544.32

Deductions \$25,510.95

Net Payroll \$40,033.37

\* Fund Totals Include Gross Payroll

General Fund	\$647,272.06
Major Road Fund	\$3,023.66
Local Road Fund	\$7,021.16
Capital Acquisition Fund	\$0.00
Road Bond	\$0.00
Downtown Development Authority	\$21,181.67
Water & Sewer Fund	\$677,699.73
<b>Total</b>	<b>\$1,356,198.28</b>

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101	GENERAL FUND				
Dept 000.000					
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS.	INSURANCE	56.34	49795
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	BENEFIT PREMIUM	861.44	49801
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	APRIL RAY	COMM ROOM DEPOSIT REFUND	300.00	49765
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ARNOLD DESHAZER	COMM ROOM DEPOSIT REFUND	300.00	49809
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	RALPH WATTS	COMM ROOM DEPOSIT REFUND	300.00	49908
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49830
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49831
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49832
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49833
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49834
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49835
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49836
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49837
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49838
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49839
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49840
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49841
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49842
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49843
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49844
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49845
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49846
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49847
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49848
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49849
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49850
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49851
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49852
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49853
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49854
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49855
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49856
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49857
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49858
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49859
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49860
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49861
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49862
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49863
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49864
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49865
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49866
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49867
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49868
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49869
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49870
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49871
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49872
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49873
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49874
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49875
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49876

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49877
101-000.000-283.000	PERFORMANCE BONDS	Consumer's Energy	BD Bond Refund	5,000.00	49878
101-000.000-283.000	PERFORMANCE BONDS	CONSUMERS ENERGY	BD Bond Refund	5,000.00	49879
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 300179	BENEFITS	2,781.17	49894
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 300179	BENEFITS	3,803.98	49895
Total For Dept 000.000				258,402.93	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGU	QUARTERLY MESC	6.60	49788
101-100.000-726.000	OFFICE SUPPLIES	ALISA EMANUEL	MISC EXPENSES FOR ELECTION & COMM ROO	5.30	49802
101-100.000-726.000	OFFICE SUPPLIES	FLAGSTAR BANK	CC EXPENSEMIKE GREENE	263.56	49883
101-100.000-726.000	OFFICE SUPPLIES	FLAGSTAR BANK	MISC EXPENSES - ALISAEMANUEL	167.03	49885
101-100.000-732.000	CODE ENFORCEMENT	GARY ANDERSON	REFUND ON PERMIT EXTENSION NOT UTILIZ	100.00	49785
101-100.000-732.000	CODE ENFORCEMENT	PARADISE GARDEN LANDSCAP	NUISANCE CUTS	250.00	49792
101-100.000-805.000	CABLE TELEVISION	COMCAST	UTILITIES	148.65	49779
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	CABLE TV	2,496.00	49824
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	DARRYL'S CONSTRUCTION LL	REPAIRS IN COMM ROOM-WTR DAMAGE	715.43	49761
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	DARRYL'S CONSTRUCTION LL	MATERIALS FOR REPAIR IN COMM RM	50.65	49762
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS, ELECTIONS & ADDITIONAL WORK	1,125.00	49776
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SE	LINENES/CLEANING TOWELS	4.07	49777
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	ALISA EMANUEL	MISC EXPENSES FOR ELECTION & COMM ROO	3.77	49802
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS-ELECTIONS-ADDITIONAL WORK	1,385.00	49828
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	CLEANING SUPPLIES	26.67	49829
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	FLAGSTAR BANK	MISC EXPENSES - ALISAEMANUEL	147.99	49885
101-100.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	10,467.98	49892
101-100.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	11,764.90	49905
101-100.000-832.000	CITIZEN COMMUNICATION/PR	FLAGSTAR BANK	CC EXPENSEMIKE GREENE	88.00	49883
101-100.000-848.000	GOVERNMENT OPERATIONS	FLAGSTAR BANK	CC EXPENSEMIKE GREENE	10.00	49883
101-100.000-848.000	GOVERNMENT OPERATIONS	FLAGSTAR BANK	MISC EXPENSES - ALISAEMANUEL	38.66	49885
101-100.000-848.001	TECHNOLOGY	AMAZON CAPITAL SERVICES	MISC EXPENSES	31.98	49806
101-100.000-848.001	TECHNOLOGY	BSA	BS&A ASSISTANCE	250.00	49821
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	UTILITIES	148.65	49779
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	TELEPHONE	211.45	49913
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	CMS ROW-VARIOUS ADDRESSES	82.50	49889
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	MULTIPLE RETAIL ADS	529.00	49767
101-100.000-900.000	PRINTING/PUBLICATION COSTS	PITNEY BOWES GLOBAL FINA	POSTAGE MACHINE	407.94	49794
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	NEWSPAPER AD	147.50	49823
101-100.000-901.000	POSTAGE FEES	PURCHASE POWER	POSTAGE MACHINE	452.50	49907
Total For Dept 100.000 GOVERNMENT SERVICES				31,526.78	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	ASCENSION MICHIGAN EMPLO	NEW EMPLOYEE PHYSICAL	217.00	49810
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HELATH CARE	4,851.18	49815
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	352.32	49816
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH CARE	881.77	49817
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	RETIREE HEALTH CARE	423.54	49820
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH CARE	330.83	49896
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	BENEFIT PREMIUM	208.29	49912
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	1,495.00	49813
101-101.000-718.000	ELECTIONS	ALISA EMANUEL	GAS REIMBURSEMENT	220.43	49803
101-101.000-718.000	ELECTIONS	FLAGSTAR BANK	MISC EXPENSES - ALISAEMANUEL	365.44	49885
101-101.000-718.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION KITS	24.30	49906
101-101.000-719.000	OFFICIALS EXPENSE	FLAGSTAR BANK	CC EXPENSEMIKE GREENE	110.00	4988

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101.000 ADMINISTRATION					
101-101.000-722.000	LEGAL SERVICES	STEVEN H. SCHWARTZ & ASS	LEGAL SERVICES	990.00	49797
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	2,500.00	49812
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	3,120.00	49814
101-101.000-803.000	MEMBERSHIPS & MEETINGS	FLAGSTAR BANK	CC EXPENSEMIKE GREENE	584.80	49883
Total For Dept 101.000 ADMINISTRATION				16,674.90	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	SPOUSAL SUPPORT	601.75	49774
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	GENERAL MAINTENANCE	467.02	49775
101-201.000-702.000	SALARIES PART-TIME	AFLAC	BENEFIT PREMIUM	238.44	49801
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	SPOUSAL SUPPORT	601.75	49826
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	GENERAL MAINTENANCE	467.02	49827
101-201.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	352.32	49816
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILL	901.51	49769
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILL	901.51	49770
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILL	318.12	49771
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE,	WATER BILL	85.01	49772
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	184.44	49781
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	16.20	49782
101-201.000-920.000	UTILITIES	DTE	SEPT 2024 UTILITIES	2,431.06	49784
101-201.000-920.000	UTILITIES	DTE	UTILITIES	3,931.95	49799
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	SERVPRO	COMMERCIAL WTR MITIGATION SRV	8,646.67	49763
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVIC	PARTS-MANHOLE REPAIR	30.50	49786
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRlich	PEST CONTROL	124.18	49787
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	MR. MAT RENTAL SERVICE	CLEANING/RENTAL	180.40	49789
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	FIRE EXTINGUISHER SALES	SERVICE OF UNITS	141.91	49881
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	PASSENGER ELEVATOR -REPAIR	596.86	49890
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	MAINTENANCE - ELEVATOR	254.78	49891
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	MR. MAT RENTAL SERVICE	MAT RENTAL/CLEANING	180.40	49900
Total For Dept 201.000 BUILDING & GROUNDS				21,653.80	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	11,862.84	49818
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	HELATH CARE	7,448.77	49819
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	RETIREE HEALTH CARE	2,541.24	49820
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	BENEFITS - POLICE	793.81	49897
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	BENEFITS - POLICE	793.81	49898
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	BENEFIT PREMIUM	309.36	49912
101-301.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGU	QUARTERLY MESC	2.95	49788
101-301.000-726.000	OFFICE SUPPLIES	ALPHA PSYCHOLOGICAL SERV	PSYCH SERVICE FOR POLICE CANDIDATE	795.00	49805
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLY	55.06	49807
101-301.000-726.000	OFFICE SUPPLIES	FLAGSTAR BANK	CREDIT CARD EXP-SCOTT MCKEE	19.99	49882
101-301.000-826.000	COMMUNITY POLICING	FLAGSTAR BANK	CREDIT CARD EXP-SCOTT MCKEE	377.79	49882
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	CITY OF SOUTHFIELD	FIRE SERVICE CONTRACT	179,347.25	49773
101-301.000-829.000	POLICE UNIFORMS & CLEANING	NYE UNIFORM	POLICE UNIFORMS	304.00	49901
101-301.000-848.001	TECHNOLOGY	MPH INDUSTRIES, INC.	TECHNOLOGY	2,449.00	49899
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	UTILITIES	21.58	49778
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	UTILITIES	148.65	49779
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	TELEPHONE	58.90	49811
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	TELEPHONE	211.45	49913
101-301.000-860.000	VEHICLE EXPENSE	FLAGSTAR BANK	CREDIT CARD EXP-SCOTT MCKEE	154.94	49882
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC	VEHICLE MAINTENANCE	35.95	49902
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY AUTOMOTIVE, INC	VEHICLE EXPENSE	11.97	4990

Item 7D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY TREASURER	VEHICLE EXPENSE	642.58	49904
Total For Dept 301.000 PUBLIC SAFETY				208,386.89	
Dept 401.000 PUBLIC SERVICE					
101-401.000-920.000	UTILITIES	COMCAST	UTILITIES	338.25	49780
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES	140.08	49783
101-401.000-920.000	UTILITIES	DTE	UTILITIES	119.57	49799
101-401.000-936.000	EQUIPMENT MAINTENANCE	BUCKS OIL CO INC	USED MOTOR OIL REMOVED	125.00	49822
101-401.000-970.000	CAPITAL EXPENDITURE	DEERE & COMPANY	MOWER	10,864.28	49880
Total For Dept 401.000 PUBLIC SERVICE				11,587.18	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	MONTHLY CHG REFUSE PICKUP	17,421.00	49796
101-502.000-801.001	SOCRRA	SOCRRA	LEAD LINE REPLACEMENT	2,227.50	3503
101-502.000-801.001	SOCRRA	SOCRRA	SEPT2024 SPECIAL	437.56	49910
101-502.000-801.001	SOCRRA	SOCRRA	OCT 2024 MID MONTH MEMBERSHIP	15,773.00	49911
Total For Dept 502.000				35,859.06	
Dept 601.000 RECREATION					
101-601.000-806.000	ADULT PROGRAMS	ALLISON HILL	EXPENSES TO ORGANIZE RAFFLE RUN	200.00	49764
101-601.000-812.000	COMMUNITY EVENTS	CAROL GREENE	ROAD RALLEY EXPENSES	269.53	49768
101-601.000-812.000	COMMUNITY EVENTS	SEAN NASREY	DJ FOR GHOSTLY GLOW PARTY	500.00	49800
Total For Dept 601.000 RECREATION				969.53	
Total For Fund 101 GENERAL FUND				585,061.07	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HELATH CARE	18.96	49815
202-702.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	1,549.26	49892
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	UPM-COLD PATCH	158.20	49825
202-702.000-861.000	ROAD MAINTENANCE	ROAD COMMISSION FOR OAKL	CHLORIDE TREATMENT	1,297.24	49909
Total For Dept 702.000				3,023.66	
Total For Fund 202 MAJOR ROAD FUND				3,023.66	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HELATH CARE	18.96	49815
203-703.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	1,549.26	49892
203-703.000-861.000	ROAD MAINTENANCE	ARM PAVEMENT SERVICES	CONCRETE DRIVEWAY REPAIR	3,997.50	49808
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	UPM-COLD PATCH	158.20	49825
203-703.000-861.000	ROAD MAINTENANCE	ROAD COMMISSION FOR OAKL	CHLORIDE TREATMENT	1,297.24	49909
Total For Dept 703.000				7,021.16	
Total For Fund 203 LOCAL ROAD FUND				7,021.16	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HELATH CARE	1,056.68	49815
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH CARE	97.97	49817
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH CARE	180.83	49896
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	BENEFIT PREMIUM	64.35	49912
494-000.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	334.98	49899



GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	1,680.70	49905
494-000.000-822.000	TRAINING/MEMBERSHIP	FLAGSTAR BANK	CC EXPENSES - AUSTIN COLSON	135.00	49884
494-000.000-844.000	MAIN STREET PROGRAM	MICHAEL O'BRIEN	EMCEE LVMUSIC FEST	250.00	49893
494-000.000-845.000	STREETSCAPING	PARADISE GARDEN LANDSCAP	WEEDING FLOWER BEDS	500.00	49790
494-000.000-845.000	STREETSCAPING	PARADISE GARDEN LANDSCAP	WATERING HANGING BASKETS	1,755.00	49791
494-000.000-845.000	STREETSCAPING	WILDTYPE	PLANTS FOR CITY GARDENS	1,862.80	49798
494-000.000-845.000	STREETSCAPING	FLAGSTAR BANK	CC EXPENSES - AUSTIN COLSON	156.00	49884
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	2025DDA ALLEY APPROACHES	4,266.18	49886
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	SOUTH/MARGATE SIGNAL DESIGN	399.35	49887
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	DDA PLANNING SERVICES	2,883.50	49888
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	11 MILE SERV DRIVE	1,125.00	49793
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	C V STUDIOS	CABLE TV	1,100.00	49824
Total For Dept 000.000				17,848.34	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				17,848.34	
Fund 592 WATER & SEWER FUND					
Dept 000.000					
592-000.000-275.000	OVERPAYMENTS AND REFUNDS PAYABL	ALLIANCE FIRST TITLE LLC	UB Receipt Refund for Account #: SUNS	1,666.01	49804
Total For Dept 000.000				1,666.01	
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	348.61	3483
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	1,761.60	3484
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH CARE	23.65	3498
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	BENEFIT PREMIUM	22.96	3504
592-536.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	1,549.26	3497
592-536.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	1,680.70	3502
592-536.000-902.000	BILLING SERVICES	UNITED STATES POSTAL SER	POSTAGE - WTR BILLS-OCT	803.45	3471
592-536.000-921.000	CONTRACTUAL SERVICES	PARADISE GARDEN LANDSCAP	RESTORATION AFTER WTR MAIN REPAIR	700.00	3479
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3474
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3475
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS	WATER METERS	820.64	3476
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	INSTALLS/REPAIRS OCT 2024	5,125.00	3481
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3485
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3486
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3487
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EAGLE LANDSCAPING & SUPP	TRACTOR RENTAL	250.00	3488
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EJ USA INC	WATER DEPT SUPPLIES	746.96	3489
592-536.000-937.000	WATER SYSTEM MAINTENANCE	EJ USA INC	WATER DEPT SUPPLIES	14.52	3490
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS	WATER DEPT SUPPLY	814.13	3491
592-536.000-937.000	WATER SYSTEM MAINTENANCE	GIFFELS-WEBSTER ENG INC	21-23 GATE VALVE CIP	247.50	3493
592-536.000-937.000	WATER SYSTEM MAINTENANCE	GIFFELS-WEBSTER ENG INC	21-23 HYDRANT REFURB	247.50	3494
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER PURCHASE	23,506.95	3480
592-536.000-944.000	WATER PURCHASES	GREAT LAKES WATER AUTHOR	IWC CHARGES	1,471.26	3496
592-536.000-974.000	WATER MAIN PROJECT	GIFFELS-WEBSTER ENG INC	2025 WTR MIAN PROGRAM	4,702.50	3492
Total For Dept 536.000 WATER DEPARTMENT				46,087.19	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	HEALTH INSURANCE	348.61	3483
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH CARE	23.65	3498
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	BENEFIT PREMIUM	22.96	3504
592-537.000-810.000	AUDITING & ACCOUNTING	MANER COSTERISAN	CPA SERVICES	1,549.26	3497

Item 7D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 537.000 SEWER DEPARTMENT					
592-537.000-810.000	AUDITING & ACCOUNTING	PLANTE MORAN	ACCOUNTING SERVICES	1,680.70	3502
592-537.000-921.000	CONTRACTUAL SERVICES	OAKLAND COUNTY WATER RES	MAINT SEWER SYSTEM	18,750.00	3478
592-537.000-939.000	SEWER SYSTEM MAINTENANCE	GIFFELS-WEBSTER ENG INC	MANHOLE LOCATING	2,245.00	3495
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	LVC-GP SERVICE-RAINBOW CIR	364.53	3500
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SPECIAL ASSESSMENTS	88,138.16	3501
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE	UTILITIES	306.87	3482
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	UTILITIES	16.20	3473
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	UTILITIES	122.85	3472
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	CC PROGRAM	532.00	3477
Total For Dept 537.000 SEWER DEPARTMENT				114,100.79	
Dept 537.200 SEWER DEPARTMENT					
592-537.200-970.000	CAPITAL EXP - RETENTION TANK RE	OAKLAND COUNTY TREASURER	EFSDDD PROJECT	515,845.74	3499
Total For Dept 537.200 SEWER DEPARTMENT				515,845.74	
Total For Fund 592 WATER & SEWER FUND				677,699.73	

Item 7D.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	585,061.07	
			Fund 202 MAJOR ROAD FU	3,023.66	
			Fund 203 LOCAL ROAD FU	7,021.16	
			Fund 494 DOWNTOWN DEVE	17,848.34	
			Fund 592 WATER & SEWER	677,699.73	
			Total For All Funds:	<u>1,290,653.96</u>	

User: JESSICA  
DB: Lathrup

PERIOD ENDING 10/31/2024

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND									
Revenues									
Dept 000.000									
101-000.000-401.000	CITY TAXES	3,232,000.00		2,792,622.17	27,671.82		439,377.83		86.41
101-000.000-402.000	REFUSE COLLECTION TAXES	484,780.00		418,852.58	4,150.37		65,927.42		86.40
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,000.00		8,898.42	3.66		(5,898.42)		296.61
101-000.000-414.000	TAX PENALTIES	30,000.00		0.00	0.00		30,000.00		0.00
101-000.000-415.000	MISCELLANEOUS REVENUE	15,000.00		1,995.67	366.83		13,004.33		13.30
101-000.000-416.000	WORK COMP DIVIDEND REVENUE	7,000.00		0.00	0.00		7,000.00		0.00
101-000.000-416.001	PROPERTY & LIABILITY DIVIDEND REVENUE	10,000.00		8,048.00	8,048.00		1,952.00		80.48
101-000.000-419.000	AT & T LEASE PAYMENTS	60,000.00		21,311.28	5,327.82		38,688.72		35.52
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	48,000.00		22,111.00	5,527.75		25,889.00		46.06
101-000.000-423.000	WORK COMP REIMBURSEMENT	20,000.00		0.00	0.00		20,000.00		0.00
101-000.000-445.000	PENALTIES AND INTEREST ON TAXES	0.00		0.02	0.00		(0.02)		100.00
101-000.000-446.000	INVESTMENT INTEREST	30,000.00		39,332.85	0.00		(9,332.85)		131.11
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	105,000.00		93,345.04	4,749.01		11,654.96		88.90
101-000.000-448.000	INSURANCE REIMBURSEMENT	0.00		14,606.67	14,606.67		(14,606.67)		100.00
101-000.000-455.000	METRO AUTHORITY-FEE	18,000.00		14,371.47	14,371.47		3,628.53		79.84
101-000.000-456.000	BUILDING PERMITS	80,000.00		16,572.09	0.00		63,427.91		20.72
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	7,500.00		41,429.98	18,437.77		(33,929.98)		552.40
101-000.000-458.000	PLUMBING/HEATING PERMITS	20,000.00		9,042.50	2,130.00		10,957.50		45.21
101-000.000-459.000	ELECTRICAL PERMITS	15,000.00		5,856.50	1,775.00		9,143.50		39.04
101-000.000-460.000	LICENSES/REGISTRATIONS & ETC DUE TO CIT	12,000.00		13,560.00	4,025.00		(1,560.00)		113.00
101-000.000-461.000	DOG & CAT LICENSES	2,000.00		80.00	80.00		1,920.00		4.00
101-000.000-465.000	CABLE TV REVENUES	110,000.00		22,750.45	0.00		87,249.55		20.68
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	2,500.00		580.00	580.00		1,920.00		23.20
101-000.000-470.001	DOG PARK REVENUE	0.00		15.00	0.00		(15.00)		100.00
101-000.000-470.002	COMMUNITY GARDEN REVENUE	500.00		60.00	0.00		440.00		12.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	80,000.00		26,557.50	6,819.00		53,442.50		33.20
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	0.00		2,196.37	2,196.37		(2,196.37)		100.00
101-000.000-543.000	FEDERAL/STATE GRANT	0.00		7,072.90	6,000.00		(7,072.90)		100.00
101-000.000-545.000	POLICE ACTIVITY REIMBURSEMENT	0.00		5,589.92	0.00		(5,589.92)		100.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00		3,701.15	787.40		11,298.85		24.67
101-000.000-574.000	STATE SHARED REVENUES	511,110.00		174,234.15	88,840.15		336,875.85		34.09
101-000.000-607.000	FOIA FEES	0.00		201.00	0.00		(201.00)		100.00
101-000.000-612.000	DISTRICT COURT FINES	70,000.00		25,986.49	5,361.33		44,013.51		37.12
101-000.000-626.000	COMMUNITY DEVELOPMENT	7,000.00		0.00	0.00		7,000.00		0.00
101-000.000-627.000	SIDEWALK REVENUES	100,000.00		7,468.80	3,493.18		92,531.20		7.47
101-000.000-628.000	WEED/CODE ENFORCEMENT REVENUE	30,000.00		100.00	0.00		29,900.00		0.33
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	25,000.00		7,147.29	0.00		17,852.71		28.59
101-000.000-664.000	INTEREST INCOME- LEASES	77,000.00		0.00	0.00		77,000.00		0.00
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00		0.00	0.00		4,917.00		0.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00		0.00	0.00		4,000.00		0.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	22,000.00		3,538.27	0.00		18,461.73		16.08
101-000.000-677.000	ELECTION REIMBURSEMENTS	0.00		5,429.74	5,429.74		(5,429.74)		100.00
101-000.000-682.000	SALE OF FIXED ASSET	0.00		6,555.00	0.00		(6,555.00)		100.00
Total Dept 000.000		5,258,307.00		3,821,220.27	230,778.34		1,437,086.73		72.67
TOTAL REVENUES		5,258,307.00		3,821,220.27	230,778.34		1,437,086.73		72.67
Expenditures									
Dept 100.000 - GOVERNMENT SERVICES									
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	45,000.00		56,347.00	0.00		(11,347.00)		125.22
101-100.000-710.000	UNEMPLOYMENT INSURANCE	50.00		6.60	6.60		43.40		13.20
101-100.000-712.000	WORKER'S COMP INSURANCE	7,000.00		6,500.00	0.00		500.00		92.86

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND									
Expenditures									
101-100.000-713.000	MERS CITY CONTRIBUTIONS	50,000.00		0.00	0.00		50,000.00		0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00		644.76	435.89		5,355.24		10.75
101-100.000-732.000	CODE ENFORCEMENT	3,000.00		910.00	350.00		2,090.00		30.33
101-100.000-733.000	CASH SHORT/OVER	0.00		10.00	10.00		(10.00)		100.00
101-100.000-802.000	TAX TRIBUNAL RETURNS	2,000.00		0.00	0.00		2,000.00		0.00
101-100.000-803.000	MEMBERSHIPS & MEETINGS	6,000.00		2,830.06	0.00		3,169.94		47.17
101-100.000-804.000	BUILDING TRADE INSPECTION	56,250.00		14,951.04	0.00		41,298.96		26.58
101-100.000-805.000	CABLE TELEVISION	58,500.00		22,623.60	2,644.65		35,876.40		38.67
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	25,000.00		9,718.46	3,458.58		15,281.54		38.87
101-100.000-810.000	AUDITING & ACCOUNTING	40,000.00		40,864.92	22,232.88		(864.92)		102.16
101-100.000-822.000	TRAINING	7,000.00		510.34	0.00		6,489.66		7.29
101-100.000-832.000	CITIZEN COMMUNICATION/PR	5,000.00		169.00	88.00		4,831.00		3.38
101-100.000-840.000	LIBRARY PAYMENT	185,000.00		0.00	0.00		185,000.00		0.00
101-100.000-848.000	GOVERNMENT OPERATIONS	32,500.00		10,225.83	48.66		22,274.17		31.46
101-100.000-848.001	TECHNOLOGY	65,000.00		18,489.50	281.98		46,510.50		28.45
101-100.000-850.000	TELEPHONE EXPENDITURES	15,000.00		2,172.85	360.10		12,827.15		14.49
101-100.000-860.000	VEHICLE EXPENSE	5,000.00		1,014.60	250.00		3,985.40		20.29
101-100.000-880.000	CDBG EXPENDITURES	2,000.00		0.00	0.00		2,000.00		0.00
101-100.000-882.000	PLANNING/CONSULTING FEES	10,000.00		82.50	82.50		9,917.50		0.83
101-100.000-900.000	PRINTING/PUBLICATION COSTS	11,000.00		3,080.15	1,084.44		7,919.85		28.00
101-100.000-901.000	POSTAGE FEES	6,000.00		2,588.51	452.50		3,411.49		43.14
101-100.000-955.000	MISCELLANEOUS EXPENDITURES	10,000.00		6,935.67	0.00		3,064.33		69.36
<b>Total Dept 100.000 - GOVERNMENT SERVICES</b>		<b>652,300.00</b>		<b>200,675.39</b>	<b>31,786.78</b>		<b>451,624.61</b>		<b>30.76</b>
Dept 101.000 - ADMINISTRATION									
101-101.000-701.000	SALARIES FULL-TIME	453,440.00		116,419.76	33,866.74		337,020.24		25.67
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	294,150.00		83,022.18	13,116.59		211,127.82		28.22
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00		6,240.00	1,495.00		13,760.00		31.20
101-101.000-718.000	ELECTIONS	50,000.00		15,249.70	610.17		34,750.30		30.50
101-101.000-719.000	OFFICIALS EXPENSE	5,000.00		3,827.63	110.00		1,172.37		76.55
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	37,800.00		0.00	0.00		37,800.00		0.00
101-101.000-722.000	LEGAL SERVICES	55,000.00		18,415.00	6,610.00		36,585.00		33.48
101-101.000-723.000	BOARD OF REVIEW	600.00		0.00	0.00		600.00		0.00
101-101.000-803.000	MEMBERSHIPS & MEETINGS	2,000.00		584.80	584.80		1,415.20		29.24
101-101.000-955.000	MISCELLANEOUS EXPENDITURES	9,000.00		0.00	0.00		9,000.00		0.00
<b>Total Dept 101.000 - ADMINISTRATION</b>		<b>926,990.00</b>		<b>243,759.07</b>	<b>56,393.30</b>		<b>683,230.93</b>		<b>26.30</b>
Dept 201.000 - BUILDING & GROUNDS									
101-201.000-702.000	SALARIES PART-TIME	30,000.00		9,892.36	2,375.98		20,107.64		32.97
101-201.000-703.000	EMPLOYEE TAXES & BENEFITS	0.00		(3,276.56)	352.32		3,276.56		100.00
101-201.000-920.000	UTILITIES	60,000.00		32,765.74	6,822.92		27,234.26		54.61
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	40,000.00		18,328.46	10,013.79		21,671.54		45.82
101-201.000-930.001	BUILDING - GRANTS	5,359.00		0.00	0.00		5,359.00		0.00
101-201.000-936.000	EQUIPMENT MAINTENANCE	7,500.00		0.00	0.00		7,500.00		0.00
101-201.000-938.000	PARKING LOT & GROUNDS	5,000.00		0.00	0.00		5,000.00		0.00
101-201.000-970.000	CAPITAL EXPENDITURE	6,000.00		6,030.09	0.00		(30.09)		100.50
<b>Total Dept 201.000 - BUILDING &amp; GROUNDS</b>		<b>153,859.00</b>		<b>63,740.09</b>	<b>19,565.01</b>		<b>90,118.91</b>		<b>41.43</b>
Dept 301.000 - PUBLIC SAFETY									
101-301.000-701.000	SALARIES FULL-TIME	1,050,000.00		237,513.08	68,519.34		812,486.92		22.62

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GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-301.000-702.000	SALARIES PART-TIME	50,000.00		24,514.35		5,825.78		25,485.65	49.03
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	690,000.00		150,314.46		33,235.09		539,685.54	21.78
101-301.000-704.000	SALARIES-OVERTIME	40,000.00		16,311.57		2,094.86		23,688.43	40.78
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	26,106.00		37,255.83		0.00		(11,149.83)	142.71
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00		2.95		2.95		97.05	2.95
101-301.000-712.000	WORKER'S COMP INSURANCE	10,000.00		13,227.00		0.00		(3,227.00)	132.27
101-301.000-726.000	OFFICE SUPPLIES	4,000.00		3,223.75		870.05		776.25	80.59
101-301.000-727.000	ROAD SUPPLIES	2,500.00		240.18		0.00		2,259.82	9.61
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00		0.00		0.00		1,000.00	0.00
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	1,500.00		262.85		0.00		1,237.15	17.52
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	500.00		0.00		0.00		500.00	0.00
101-301.000-803.000	MEMBERSHIPS & MEETINGS	5,500.00		227.95		0.00		5,272.05	4.14
101-301.000-821.000	POLICE RESERVES	500.00		61.94		0.00		438.06	12.39
101-301.000-822.000	TRAINING	15,500.00		4,022.82		0.00		11,477.18	25.95
101-301.000-823.000	FIREARMS TRAINING	9,000.00		867.83		0.00		8,132.17	9.64
101-301.000-825.000	ANIMAL CONTROL	200.00		170.17		0.00		29.83	85.09
101-301.000-826.000	COMMUNITY POLICING	1,100.00		358.90		377.79		741.10	32.63
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	2,000.00		0.00		0.00		2,000.00	0.00
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	782,150.00		350,342.25		179,347.25		431,807.75	44.79
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00		304.00		304.00		14,696.00	2.03
101-301.000-837.000	STATE OF MI LEIN USE	3,000.00		0.00		0.00		3,000.00	0.00
101-301.000-848.001	TECHNOLOGY	21,900.00		15,000.32		2,449.00		6,899.68	68.49
101-301.000-850.000	TELEPHONE EXPENDITURES	11,000.00		1,798.82		440.58		9,201.18	16.35
101-301.000-851.000	RADIO COMMUNICATIONS	13,500.00		500.00		0.00		13,000.00	3.70
101-301.000-860.000	VEHICLE EXPENSE	47,000.00		16,293.00		845.44		30,707.00	34.67
101-301.000-970.000	CAPITAL EXPENDITURE	13,500.00		0.00		0.00		13,500.00	0.00
Total Dept 301.000 - PUBLIC SAFETY		2,816,556.00		872,814.02		294,312.13		1,943,741.98	30.99
Dept 401.000 - PUBLIC SERVICE									
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	20,000.00		1,108.10		0.00		18,891.90	5.54
101-401.000-860.000	VEHICLE EXPENSE	0.00		964.32		0.00		(964.32)	100.00
101-401.000-890.000	PARK MAINTENANCE	2,000.00		0.00		0.00		2,000.00	0.00
101-401.000-891.000	TREE MAINTENANCE	10,000.00		0.00		0.00		10,000.00	0.00
101-401.000-892.000	SIDEWALK MAINTENANCE	0.00		100.00		0.00		(100.00)	100.00
101-401.000-920.000	UTILITIES	25,000.00		2,186.60		597.90		22,813.40	8.75
101-401.000-921.000	CONTRACTUAL SERVICES	145,000.00		10,750.74		0.00		134,249.26	7.41
101-401.000-936.000	EQUIPMENT MAINTENANCE	4,000.00		504.80		125.00		3,495.20	12.62
101-401.000-970.000	CAPITAL EXPENDITURE	58,500.00		10,864.28		10,864.28		47,635.72	18.57
Total Dept 401.000 - PUBLIC SERVICE		264,500.00		26,478.84		11,587.18		238,021.16	10.01
Dept 501.000 - LEAF COLLECTION									
101-501.000-955.000	MISCELLANEOUS EXPENDITURES	1,000.00		0.00		0.00		1,000.00	0.00
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	7,000.00		0.00		0.00		7,000.00	0.00
Total Dept 501.000 - LEAF COLLECTION		8,000.00		0.00		0.00		8,000.00	0.00
Dept 502.000									
101-502.000-801.001	SOCRRA	401,525.00		119,255.22		35,859.06		282,269.78	29.70
Total Dept 502.000		401,525.00		119,255.22		35,859.06		282,269.78	29.70

PERIOD ENDING 10/31/2024

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDDT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 601.000 - RECREATION								
101-601.000-712.000	WORKER'S COMP INSURANCE	0.00		750.00	0.00	(750.00)		100.00
101-601.000-806.000	ADULT PROGRAMS	5,000.00		294.94	200.00	4,705.06		5.90
101-601.000-807.000	BUS TRANSPORTATION	1,000.00		0.00	0.00	1,000.00		0.00
101-601.000-811.000	SENIOR ACTIVITIES	5,000.00		0.00	0.00	5,000.00		0.00
101-601.000-812.000	COMMUNITY EVENTS	5,000.00		844.23	769.53	4,155.77		16.88
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	5,000.00		0.00	0.00	5,000.00		0.00
101-601.000-815.000	COMMUNITY GARDEN	500.00		0.00	0.00	500.00		0.00
101-601.000-843.000	DOG PARK EXPENSES	250.00		0.00	0.00	250.00		0.00
101-601.000-884.000	CONCERTS IN THE PARK	750.00		0.00	0.00	750.00		0.00
Total Dept 601.000 - RECREATION		22,500.00		1,889.17	969.53	20,610.83		8.40
TOTAL EXPENDITURES		5,246,230.00		1,528,611.80	450,472.99	3,717,618.20		29.14
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		5,258,307.00		3,821,220.27	230,778.34	1,437,086.73		72.67
TOTAL EXPENDITURES		5,246,230.00		1,528,611.80	450,472.99	3,717,618.20		29.14
NET OF REVENUES & EXPENDITURES		12,077.00		2,292,608.47	(219,694.65)	(2,280,531.47)		18,983.2

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Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 202 - MAJOR ROAD FUND									
Revenues									
Dept 702.000									
202-702.000-574.000	STATE SHARED REVENUES	410,000.00		73,296.40		33,210.98		336,703.60	17.88
Total Dept 702.000		410,000.00		73,296.40		33,210.98		336,703.60	17.88
TOTAL REVENUES		410,000.00		73,296.40		33,210.98		336,703.60	17.88
Expenditures									
Dept 702.000									
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	5,000.00		309.16		74.39		4,690.84	6.18
202-702.000-705.000	SALARIES-ADMIN	6,500.00		1,709.75		488.50		4,790.25	26.30
202-702.000-810.000	AUDITING & ACCOUNTING	3,700.00		5,983.60		1,549.26		(2,283.60)	161.72
202-702.000-856.000	ADMINISTRATION & ENGINEERING	4,000.00		330.00		0.00		3,670.00	8.25
202-702.000-861.000	ROAD MAINTENANCE	10,000.00		2,894.78		1,455.44		7,105.22	28.95
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00		0.00		0.00		1,000.00	0.00
202-702.000-864.000	TRAFFIC CONTROLS	30,000.00		932.75		0.00		29,067.25	3.11
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00		0.00		0.00		5,500.00	0.00
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00		0.00		0.00		5,000.00	0.00
202-702.000-870.000	FORESTRY	30,000.00		0.00		0.00		30,000.00	0.00
202-702.000-921.000	CONTRACTUAL SERVICES	70,000.00		5,550.43		0.00		64,449.57	7.93
202-702.000-999.203	TRANSFER OUT TO LOCAL ROADS	102,500.00		0.00		0.00		102,500.00	0.00
Total Dept 702.000		273,200.00		17,710.47		3,567.59		255,489.53	6.48
TOTAL EXPENDITURES		273,200.00		17,710.47		3,567.59		255,489.53	6.48
Fund 202 - MAJOR ROAD FUND:									
TOTAL REVENUES		410,000.00		73,296.40		33,210.98		336,703.60	17.88
TOTAL EXPENDITURES		273,200.00		17,710.47		3,567.59		255,489.53	6.48
NET OF REVENUES & EXPENDITURES		136,800.00		55,585.93		29,643.39		81,214.07	40.63



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Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 203 - LOCAL ROAD FUND									
Revenues									
Dept 703.000									
203-703.000-574.000	STATE SHARED REVENUES	190,000.00		34,274.96		15,530.16		155,725.04	18.04
203-703.000-690.202	TRANSFER IN FROM MAJOR ROADS	102,500.00		0.00		0.00		102,500.00	0.00
Total Dept 703.000		292,500.00		34,274.96		15,530.16		258,225.04	11.72
TOTAL REVENUES		292,500.00		34,274.96		15,530.16		258,225.04	11.72
Expenditures									
Dept 703.000									
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	14,000.00		309.16		74.39		13,690.84	2.21
203-703.000-705.000	SALARIES-ADMIN	6,500.00		1,709.75		488.50		4,790.25	26.30
203-703.000-810.000	AUDITING & ACCOUNTING	3,700.00		1,549.26		1,549.26		2,150.74	41.87
203-703.000-861.000	ROAD MAINTENANCE	20,000.00		6,892.28		5,452.94		13,107.72	34.46
203-703.000-862.000	ROADSIDE MAINTENANCE	5,000.00		0.00		0.00		5,000.00	0.00
203-703.000-864.000	TRAFFIC CONTROLS	10,000.00		217.88		0.00		9,782.12	2.18
203-703.000-866.000	SNOW & ICE REMOVAL	5,500.00		0.00		0.00		5,500.00	0.00
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00		0.00		0.00		2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	5,000.00		0.00		0.00		5,000.00	0.00
203-703.000-870.000	FORESTRY	30,000.00		0.00		0.00		30,000.00	0.00
203-703.000-921.000	CONTRACTUAL SERVICES	79,000.00		5,550.43		0.00		73,449.57	7.03
Total Dept 703.000		180,700.00		16,228.76		7,565.09		164,471.24	8.98
TOTAL EXPENDITURES		180,700.00		16,228.76		7,565.09		164,471.24	8.98
Fund 203 - LOCAL ROAD FUND:									
TOTAL REVENUES		292,500.00		34,274.96		15,530.16		258,225.04	11.72
TOTAL EXPENDITURES		180,700.00		16,228.76		7,565.09		164,471.24	8.98
NET OF REVENUES & EXPENDITURES		111,800.00		18,046.20		7,965.07		93,753.80	16.14

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Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 258 - CAPITAL ACQUISITION FUND									
Revenues									
Dept 000.000									
258-000.000-446.000	INVESTMENT INTEREST	0.00		178.92		0.00		(178.92)	100.00
Total Dept 000.000		0.00		178.92		0.00		(178.92)	100.00
TOTAL REVENUES		0.00		178.92		0.00		(178.92)	100.00
Fund 258 - CAPITAL ACQUISITION FUND:									
TOTAL REVENUES		0.00		178.92		0.00		(178.92)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		178.92		0.00		(178.92)	100.00

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Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 397 - ROAD MILLAGE BOND FUND									
Revenues									
Dept 000.000									
397-000.000-403.000	ROAD BOND DEBT TAXES	0.00		634,497.02		6,287.15		(634,497.02)	100.00
397-000.000-446.000	INVESTMENT INTEREST	0.00		1,011.99		0.00		(1,011.99)	100.00
397-000.000-510.983	SPECIAL ASSESSMENT-ROAD BOND	590,000.00		0.00		0.00		590,000.00	0.00
Total Dept 000.000		590,000.00		635,509.01		6,287.15		(45,509.01)	107.71
TOTAL REVENUES		590,000.00		635,509.01		6,287.15		(45,509.01)	107.71
Expenditures									
Dept 000.000									
397-000.000-720.000	INTEREST EXPENSE	183,000.00		0.00		0.00		183,000.00	0.00
397-000.000-905.000	BOND PRINCIPAL PAYMENTS	405,000.00		0.00		0.00		405,000.00	0.00
Total Dept 000.000		588,000.00		0.00		0.00		588,000.00	0.00
TOTAL EXPENDITURES		588,000.00		0.00		0.00		588,000.00	0.00
Fund 397 - ROAD MILLAGE BOND FUND:									
TOTAL REVENUES		590,000.00		635,509.01		6,287.15		(45,509.01)	107.71
TOTAL EXPENDITURES		588,000.00		0.00		0.00		588,000.00	0.00
NET OF REVENUES & EXPENDITURES		2,000.00		635,509.01		6,287.15		(633,509.01)	31,775.4

User: JESSICA  
DB: Lathrup

PERIOD ENDING 10/31/2024

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000.000									
494-000.000-407.000	TIFA-CAPTURE TAXES	410,000.00		400,129.32		3,039.27		9,870.68	97.59
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00		33,972.47		359.11		3,515.53	90.62
494-000.000-415.000	MISCELLANEOUS REVENUE	23,000.00		0.00		0.00		23,000.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	40,000.00		9,977.76		0.00		30,022.24	24.94
494-000.000-614.000	MUSIC FEST	0.00		13,992.46		0.00		(13,992.46)	100.00
494-000.000-615.000	MAIN STREET REVENUES	0.00		600.00		600.00		(600.00)	100.00
Total Dept 000.000		510,488.00		458,672.01		3,998.38		51,815.99	89.85
TOTAL REVENUES		510,488.00		458,672.01		3,998.38		51,815.99	89.85
Expenditures									
Dept 000.000									
494-000.000-701.000	SALARIES FULL-TIME	180,000.00		35,681.87		10,206.87		144,318.13	19.82
494-000.000-702.000	SALARIES PART-TIME	5,000.00		0.00		0.00		5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	65,000.00		11,926.02		2,336.64		53,073.98	18.35
494-000.000-722.000	LEGAL SERVICES	900.00		0.00		0.00		900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,755.00		163.89		0.00		3,591.11	4.36
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00		3,777.75		2,015.68		(2,977.75)	472.22
494-000.000-822.000	TRAINING/MEMBERSHIP	7,125.00		135.00		135.00		6,990.00	1.89
494-000.000-844.000	MAIN STREET PROGRAM	18,500.00		25,432.15		250.00		(6,932.15)	137.47
494-000.000-845.000	STREETSCAPING	19,000.00		12,942.18		4,273.80		6,057.82	68.12
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00		16,230.53		7,549.03		(930.53)	106.08
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-901.000	POSTAGE FEES	200.00		0.00		0.00		200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	503,980.00		17,550.56		1,125.00		486,429.44	3.48
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	23,457.00		1,100.00		1,100.00		22,357.00	4.69
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00		0.00		0.00		30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00		0.00		0.00		10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00		0.00		0.00		20,000.00	0.00
Total Dept 000.000		907,017.00		124,939.95		28,992.02		782,077.05	13.77
TOTAL EXPENDITURES		907,017.00		124,939.95		28,992.02		782,077.05	13.77
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		510,488.00		458,672.01		3,998.38		51,815.99	89.85
TOTAL EXPENDITURES		907,017.00		124,939.95		28,992.02		782,077.05	13.77
NET OF REVENUES & EXPENDITURES		(396,529.00)		333,732.06		(24,993.64)		(730,261.06)	84.16

PERIOD ENDING 10/31/2024

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 592 - WATER & SEWER FUND									
Revenues									
Dept 536.000 - WATER DEPARTMENT									
592-536.000-415.000	MISCELLANEOUS REVENUES	20,000.00		6,966.25		1,642.25		13,033.75	34.83
592-536.000-640.000	WATER SERVICE	770,000.00		247,398.44		56,461.42		522,601.56	32.13
592-536.000-640.001	BOND REVENUE	229,000.00		76,055.60		19,110.20		152,944.40	33.21
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00		7,199.40		(602.99)		17,800.60	28.80
592-536.000-642.000	METER CHARGE REVENUE	81,000.00		27,190.73		7,109.26		53,809.27	33.57
592-536.000-665.000	INVESTMENT INTEREST	10,000.00		7,743.43		0.00		2,256.57	77.43
Total Dept 536.000 - WATER DEPARTMENT		1,135,000.00		372,553.85		83,720.14		762,446.15	32.82
Dept 537.000 - SEWER DEPARTMENT									
592-537.000-641.000	WATER & SEWER PENALTIES	40,000.00		10,932.77		325.80		29,067.23	27.33
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,805,000.00		467,608.45		106,606.15		1,337,391.55	25.91
592-537.000-651.000	INDUSTRIAL SURCHARGE	42,000.00		10,204.01		2,441.25		31,795.99	24.30
592-537.000-665.000	INVESTMENT INTEREST	10,000.00		7,743.45		0.00		2,256.55	77.43
Total Dept 537.000 - SEWER DEPARTMENT		1,897,000.00		496,488.68		109,373.20		1,400,511.32	26.17
TOTAL REVENUES		3,032,000.00		869,042.53		193,093.34		2,162,957.47	28.66
Expenditures									
Dept 536.000 - WATER DEPARTMENT									
592-536.000-701.000	SALARIES FULL-TIME	49,980.00		13,059.81		3,735.36		36,920.19	26.13
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	140,000.00		15,745.57		2,476.30		124,254.43	11.25
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	8,000.00		10,576.33		0.00		(2,576.33)	132.20
592-536.000-803.000	MEMBERSHIPS & MEETINGS	2,500.00		0.00		0.00		2,500.00	0.00
592-536.000-810.000	AUDITING & ACCOUNTING	3,700.00		4,214.63		3,229.96		(514.63)	113.91
592-536.000-856.000	ADMINISTRATION & ENGINEERING	10,000.00		0.00		0.00		10,000.00	0.00
592-536.000-860.000	VEHICLE EXPENSE	0.00		102.33		0.00		(102.33)	100.00
592-536.000-875.000	PENSION EXPENSE	25,000.00		0.00		0.00		25,000.00	0.00
592-536.000-900.000	PRINTING/PUBLICATION COSTS	2,500.00		0.00		0.00		2,500.00	0.00
592-536.000-902.000	BILLING SERVICES	10,000.00		4,202.09		803.45		5,797.91	42.02
592-536.000-921.000	CONTRACTUAL SERVICES	78,000.00		24,399.69		700.00		53,600.31	31.28
592-536.000-935.000	EQUIPMENT REPLACEMENT	2,500.00		0.00		0.00		2,500.00	0.00
592-536.000-937.000	WATER SYSTEM MAINTENANCE	70,000.00		16,355.11		9,516.25		53,644.89	23.36
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	5,000.00		0.00		0.00		5,000.00	0.00
592-536.000-944.000	WATER PURCHASES	360,000.00		71,766.63		23,506.95		288,233.37	19.94
592-536.000-970.000	CAPITAL EXPENDITURE	13,000.00		0.00		0.00		13,000.00	0.00
592-536.000-974.000	WATER MAIN PROJECT	300,000.00		63,831.23		4,702.50		236,168.77	21.28
Total Dept 536.000 - WATER DEPARTMENT		1,080,180.00		224,253.42		48,670.77		855,926.58	20.76
Dept 536.500 - WATER DEPARTMENT									
592-536.500-970.000	CAPITAL FIRE HYDRANTS	0.00		(10.00)		0.00		10.00	100.00
Total Dept 536.500 - WATER DEPARTMENT		0.00		(10.00)		0.00		10.00	100.00
Dept 537.000 - SEWER DEPARTMENT									
592-537.000-701.000	SALARIES FULL-TIME	49,980.00		13,059.81		3,735.36		36,920.19	26.13
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	48,000.00		9,390.85		714.70		38,609.15	19.56
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	8,000.00		10,543.50		0.00		(2,543.50)	131.79
592-537.000-720.000	INTEREST EXPENSE	152,200.00		170,283.03		0.00		(18,083.03)	111.88

User: JESSICA  
DB: Lathrup

PERIOD ENDING 10/31/2024

Item 7D.

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	10/31/2024 (ABNORMAL)	MONTH 10/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 592 - WATER & SEWER FUND									
Expenditures									
592-537.000-725.000	PAYING AGENT FEES	1,500.00		1,650.00		0.00		(150.00)	110.00
592-537.000-810.000	AUDITING & ACCOUNTING	3,700.00		4,214.63		3,229.96		(514.63)	113.91
592-537.000-856.000	ADMINISTRATION & ENGINEERING	18,000.00		1,740.58		0.00		16,259.42	9.67
592-537.000-905.000	BOND PRINCIPAL PAYMENTS	250,000.00		0.00		0.00		250,000.00	0.00
592-537.000-921.000	CONTRACTUAL SERVICES	153,000.00		42,203.75		18,750.00		110,796.25	27.58
592-537.000-939.000	SEWER SYSTEM MAINTENANCE	100,000.00		35,224.15		2,245.00		64,775.85	35.22
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	1,058,000.00		223,968.58		88,502.69		834,031.42	21.17
592-537.000-945.000	RETENTION TANK-UTIL ELEC	20,000.00		306.87		306.87		19,693.13	1.53
592-537.000-946.000	RETENTION TANK UTIL-WATER	20,000.00		0.00		0.00		20,000.00	0.00
592-537.000-947.000	RETENTION TANK UTIL-GAS	1,200.00		48.20		16.20		1,151.80	4.02
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	2,500.00		491.40		122.85		2,008.60	19.66
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00		0.00		0.00		500.00	0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	6,000.00		0.00		0.00		6,000.00	0.00
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	9,100.00		1,513.00		0.00		7,587.00	16.63
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	20,000.00		4,413.78		1,471.26		15,586.22	22.07
592-537.000-970.000	CAPITAL EXPENDITURE	13,000.00		0.00		0.00		13,000.00	0.00
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	15,000.00		1,596.00		532.00		13,404.00	10.64
Total Dept 537.000 - SEWER DEPARTMENT		1,949,680.00		520,648.13		119,626.89		1,429,031.87	26.70
Dept 537.200 - SEWER DEPARTMENT									
592-537.200-970.000	CAPITAL EXP - RETENTION TANK REPAIRS	0.00		515,845.74		515,845.74		(515,845.74)	100.00
Total Dept 537.200 - SEWER DEPARTMENT		0.00		515,845.74		515,845.74		(515,845.74)	100.00
TOTAL EXPENDITURES		3,029,860.00		1,260,737.29		684,143.40		1,769,122.71	41.61
Fund 592 - WATER & SEWER FUND:									
TOTAL REVENUES		3,032,000.00		869,042.53		193,093.34		2,162,957.47	28.66
TOTAL EXPENDITURES		3,029,860.00		1,260,737.29		684,143.40		1,769,122.71	41.61
NET OF REVENUES & EXPENDITURES		2,140.00		(391,694.76)		(491,050.06)		393,834.76	18,303.4
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		10,093,295.00		5,892,194.10		482,898.35		4,201,100.90	58.38
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		10,225,007.00		2,948,228.27		1,174,741.09		7,276,778.73	28.83
NET OF REVENUES & EXPENDITURES		(131,712.00)		2,943,965.83		(691,842.74)		(3,075,677.83)	2,235.15

2024 Run Totals

Officer	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Tackett	119	111	144	101	124	126	115	99	110	119			1168
Roberts	177	170	150	209	112	101	135	123	145	162			1484
McNeill	252	308	166	257	287	193	7	0	0	0	0	0	1470
Huston	88	118	65	146	77	75	63	74	35	55			796
Hutson	310	305	267	304	300	273	261	344	317	298			2979
Gijsbers	168	121	138	132	152	91	151	115	80	148			1296
Alexander										16			16
Chickensky	172	91	152	148	106	159	177	162	158	151			1476
Fisher	162	198	118	163	97	41	57	20	31	34			921
Stajich	200	167	157	127	87	99	74	110	114	110			1245
Lawrence	31	50	64	55	56	87	99	90	46	65			643
Button	10	4	59	26	53	21	6	44	46	42			311
Reserve Detail							7/23/24 Lietzke 24-9521	8/10/24 Hodges/Lietzke LVMF 24-10113	9/21/24 Hodges 24-11617	10/12 Hodges 24-12370			
Reserve Detail							7/26/2024 Hodges 24-9626	8/24/24 Sovinsky Res. Firearms Qual. 24-10598		10/19 Sovinsky 24-12616			
Reserve Detail							7/31/2024 Sovinsky 24-9778						



### Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Ticket Type Summary

For 09/30/2024 - 11/01/2024



Primary Officer Selected: All Values Selected  
 Secondary Officer Selected: All Values Selected  
 Primary Officer Shift Selected: All Values Selected  
 Local Use Selected: All Values Selected  
 Type Selected: All Values Selected  
 Status Selected: All Values Selected

Officer Name	Type	Prim Viol Count	Sec Viol Count
ALEXANDER, RYAN	CIVIL INFRACTION	1	
		<b>1</b>	<b>1</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
BUTTON, ERIC	CIVIL INFRACTION	4	
	MISDEMEANOR	1	
	WARNING	2	
		<b>7</b>	<b>7</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
CHICKENSKY, PAUL	CIVIL INFRACTION	25	
	MISDEMEANOR	2	
	WARNING	1	
		<b>28</b>	<b>28</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
GIJSBERS, REMY	CIVIL INFRACTION	31	
	MISDEMEANOR	2	
	WARNING	13	
		<b>46</b>	<b>46</b>





### Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Ticket Type Summary

For 09/30/2024 - 11/01/2024



Officer Name	Type	Prim Viol Count	Sec Viol Count
HUSTON, JEREMY	CIVIL INFRACTION	6	1
	WARNING	4	
		<b>11</b>	<b>10</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
HUTSON, NKRUMAH	CIVIL INFRACTION	16	
	MISDEMEANOR	2	
	WAIVE	5	
	WARNING	6	
		<b>29</b>	<b>29</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
LAWRENCE, TERANCE	CIVIL INFRACTION	12	
		<b>12</b>	<b>12</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
ROBERTS, KEITH	CIVIL INFRACTION	14	
	WARNING	6	
		<b>20</b>	<b>20</b>

Officer Name	Type	Prim Viol Count	Sec Viol Count
STAJICH, MICHAEL	CIVIL INFRACTION	19	
	MISDEMEANOR	2	
		<b>21</b>	<b>21</b>



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Ticket Type Summary

For 09/30/2024 - 11/01/2024



Officer Name	Type	Prim Viol Count	Sec Viol Count
TACKETT, MICHAEL	CIVIL INFRACTION	7	
	MISDEMEANOR	1	
	WARNING	1	
		9	9
<b>Totals:</b>		<b>183</b>	<b>1</b>



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Violation Summary



For 9/30/2024 12:00:00 AM - 11/1/2024 12:00:00 AM

Primary Officer Selected: All Values Selected
Secondary Officer Selected: All Values Selected
Primary Officer Shift Selected: All Values Selected
Local Use Selected: All Values Selected
Type Selected: All Values Selected
Status Selected: All Values Selected

Table with 4 columns: Officer Name, Violation Description, Prim Viol Count, Sec Viol Count. Row for ALEXANDER, RYAN with 1 violation.

Table with 4 columns: Officer Name, Violation Description, Prim Viol Count, Sec Viol Count. Row for BUTTON, ERIC with 7 violations.

Table with 4 columns: Officer Name, Violation Description, Prim Viol Count, Sec Viol Count. Row for CHICKENSKY, PAUL with 3 violations.



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Violation Summary

For 9/30/2024 12:00:00 AM - 11/1/2024 12:00:00 AM



Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
GIJSBERS, REMY	DISOBEY STOP SIGN	5	
	DISOBEY TRAFFIC CONTROL DEVICE	6	
	DISOBEY TRAFFIC SIGNAL/FLASHERS	1	
	DROVE WHILE LICENSE EXPIRED	1	
	EXCESSIVE FALSE ALARMS	1	
	EXPIRED PLATES	6	
	FAIL TO SIGNAL AND/OR OBSERVE	3	
	FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD	1	
	FAIL TO YIELD	2	
	FAIL TO YIELD RIGHT OF WAY	1	
	HOLDING/USING MOBILE DEVICE WHILE OPERATING VEHICLE (\$215),	1	
	IMPEDING/BLOCKADING TRAFFIC	8	
	IMPROPER LANE USAGE	2	
	LEAVE SCENE OF ACCIDENT	1	
	NO INSURANCE	5	
	VIOLATION OF GRADUATED LICENSE PERMIT	1	
	VIOLATION OF SAFETY BELT LAW	1	
		<b>46</b>	<b>46</b>

Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
HUSTON, JEREMY	EXPIRED PLATES	6	
	FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD		1
	IMPROPER LANE USAGE	2	
	NO PROOF OF INSURANCE	2	
	<b>11</b>	<b>10</b>	<b>1</b>



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Violation Summary

For 9/30/2024 12:00:00 AM - 11/1/2024 12:00:00 AM



Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
HUTSON, NKRUMAH	DISOBEY TRAFFIC CONTROL DEVICE	7	
	DROVE LEFT OF CENTER	1	
	DROVE WHILE LICENSE SUS/REV/DENIED	1	
	DROVE WRONG WAY ON A ONE WAY STREET	1	
	FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD	1	
	ILLEGAL U-TURN	1	
	IMPEDING/BLOCKADING TRAFFIC	9	
	LEAVE SCENE OF ACCIDENT	1	
	NO PARKING 3-6 AM	2	
	NO PROOF OF REGISTRATION	5	
		<b>29</b>	<b>29</b>

Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
LAWRENCE, TERANCE	DISOBEY STOP SIGN	11	
	PROHIBITED TURN	1	
		<b>12</b>	<b>12</b>



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Violation Summary

For 9/30/2024 12:00:00 AM - 11/1/2024 12:00:00 AM



Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
ROBERTS, KEITH	1-5 MPH OVER LIMIT	2	
	CARELESS DRIVING	1	
	DISOBEY TRAFFIC CONTROL DEVICE	2	
	DISOBEY TRAFFIC SIGNAL/FLASHERS	1	
	EXPIRED PLATES	1	
	FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD	2	
	FAIL TO YIELD RIGHT OF WAY	1	
	HOLDING/USING MOBILE DEVICE WHILE OPERATING VEHICLE (\$215),	1	
	IMPEDING/BLOCKADING TRAFFIC	3	
	IMPROPER LANE USAGE	1	
	IMPROPER TURN	1	
	NO PROOF OF INSURANCE	3	
	VIOLATION OF SAFETY BELT LAW	1	
		20	20



Citations - Officer Violations & Citations Summary For Lathrup Village PD - Officer Violation Summary

For 9/30/2024 12:00:00 AM - 11/1/2024 12:00:00 AM



Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
STAJICH, MICHAEL	11-15 MPH OVER LIMIT	1	
	CARELESS DRIVING	1	
	DISOBEY STOP SIGN	4	
	DISOBEY TRAFFIC SIGNAL/FLASHERS	2	
	DROVE WHILE LICENSE SUS/REV/DENIED	1	
	EXPIRED PLATES	3	
	FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD	1	
	FAIL TO YIELD RIGHT OF WAY	1	
	IMPEDING/BLOCKADING TRAFFIC	2	
	IMPROPER PLATES	1	
	OPERATING WHILE READING TYPING OR TEXTING 1ST OFFENSE	2	
	VIOLATION OF SAFETY BELT LAW	1	
	VIOL OF CHILD RESTRAINT LAW	1	
		<b>21</b>	<b>21</b>

Officer Name	Violation Description	Prim Viol Count	Sec Viol Count
TACKETT, MICHAEL	DISOBEY STOP SIGN	4	
	DISOBEY TRAFFIC CONTROL DEVICE	1	
	DISORDERLY PERSON	1	
	IMPEDING/BLOCKADING TRAFFIC	1	
	NO PARKING 3-6 AM	1	
	VIOLATION OF GRADUATED LICENSE PERMIT	1	
	<b>9</b>	<b>9</b>	

Totals: 183 1

## ALARM SUMMARY FOR OCTOBER 2024

2 B&E Alarms (C3902)	October 1 <sup>st</sup> – 31 <sup>st</sup>
13 False Alarms (L5060)	October 1 <sup>st</sup> – 31 <sup>st</sup>

All alarms were considered false or operator error.

Unregistered alarms, from the totals, for the month:

- 1 commercial
- 2 residential

Letters will be mailed in November to the business and residences that have unregistered alarms.



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

**October 2024**

10/01/2024 24-11940 Suspicious Vehicle

An Officer stopped a tow truck which was transporting a vehicle which returned as stolen. The driver produced a valid repossession order. The driver was allowed to leave with the vehicle. The jurisdiction in which the vehicle was reported stolen was notified of its location.

10/01/2024 24-11948 Suspicious Circumstance

A report was taken from a tow truck driver who was accused of stealing \$1,000 from the purse of a woman whom he was giving a ride to. The man agreed to drive the woman to Flint and purchase her crashed vehicle from her for \$600 after she was involved in a crash in Lathrup Village. While enroute to Flint, he was accused. He dropped the woman off in Novi and returned to LV to make a report of the accusation.

10/05/2024 24-12085 Disorderly Conduct

An Officer observed a man urinating on a brick wall near a home on a major roadway. The man was subsequently cited and released at the scene for misdemeanor disorderly conduct – urinating in public.

10/05/2024 24-12100 Operating under the Influence of Drugs

An Officer was dispatched to a vehicle in the middle of the road and the driver slumped over the wheel. In order to awaken the driver, the Officer had to break out the window of the locked door and shake her. FD was called to the scene for a medical evaluation. A search warrant for blood was obtained. The Officer went to the hospital to execute the SW. We are still awaiting the results.

10/05/2024 24-12102 Recovered Stolen Vehicle

While on patrol, an Officer located a vehicle, which had been reported as stolen the day before in Detroit. A traffic stop was made and the driver identified. It turned out that the driver was the daughter of the vehicle owner so she no longer wished to press charges. Detroit PD was notified.

10/06/2024 24-12118 DWLS Arrest

An Officer found an accident while on routine patrol which had just occurred. It was determined that the driver had a suspended driver's license. She was cited and released on scene for misdemeanor DWLS. The vehicle was impounded.

10/06/2024 24-12129 Abandoned Vehicle

An Officer tagged an abandoned vehicle with a 48-hour tag at a local business.

10/08/2024 24-12206 Intelligence Report

An Officer wrote an intelligence/informational report for Officers pertaining to an ongoing investigation into a large-scale fraud ring affecting LV residents and LV local banks.

10/08/2024 24-12208 Felony Arrest Warrant

An Officer initiated a traffic stop for both a speeding and an improper plate violation. It was determined that the driver had a suspended driver's license and multiple warrants out of multiple jurisdictions for fraud related crimes. They were cited for DWLS and turned over to Southfield PD Officers for a Southfield warrant. The vehicle was impounded.

10/09/2024 24-12239 Suspicious Circumstance

Officers took a report of a kindergarten student inappropriately touching another student at school. Parents were notified and decided to handle the incident within in the school and to not get the police involved. The mother of the student who was touched was given resources by LVPD to Oakland County Care House for assistance with the situation.

10/13/2024 24-12420 Aggravated Assault

Officer's responded to a residence for a man who was fighting with his family and destroying property in the home. Officers are very familiar with this subject who has assaulted Officers and others in the presence of Officers as well. The man was eventually convinced to go to a hotel for the night if his father drove him. Officers followed to ensure the fathers safety. While enroute, the father pulled over and exited the vehicle after being assaulted by the son with a belt. The man was then transported to the hospital by Officers for a psychological evaluation

10/14/2024 24-12646 DWLS Arrest

A driver initiated a traffic stop for a stop sign violation. It was determined that the driver had a suspended driver's license. They were cited and released on scene for misdemeanor DWLS. The vehicle was impounded.

10/15/2024 24-12478 Road Hazard/Vehicle Impound

An Officer came upon a vehicle which was disabled and blocking. It was revealed that the driver had no insurance on the vehicle. It was impounded as a road hazard.

10/15/2024 24-12490 PPO Service

An Officer initiated a traffic stop for a moving violation. It was determined that the driver had a PPO against him which had not been served yet. The Officer verbally served the subject with the conditions. The necessary paperwork for proof of service was faxed to the proper jurisdiction.

10/19/2024 24-12618 Larceny of Mail

A resident reported that a man stole a Fed-Ex package containing a new iPhone off of her porch. She captured the incident on her security camera, but the footage was not of a useable quality.

10/19/2024 24-12638 DWLS Arrest

An Officer initiated a traffic stop for a stop sign violation. It was determined that the driver had a suspended driver's license. They were cited and released at the scene with a misdemeanor citation for DWLS. The vehicle was impounded.

10/20/2024 24-12655 Suspicious Circumstances

Officers responded to a business where there were reports of a woman looking into vehicles. The woman was located and identified as the owner of a vehicle which was abandoned after it was involved in an injury accident earlier in the night. The woman was cited for leaving the scene of a personal injury accident.

10/20/2024 24-12666 Missing Child (found) / CPS Referral

Residents reported that after returning home from a walk, they realized that their 3-year-old daughter was not with them. Officers started to mobilize resources, but the child was eventually found at a neighbor's house. The incident was turned over to CPS for a possible neglect investigation.

10/21/2024 24-12672 Misdemeanor Arrest Warrant

An Officer met with a Beverly Hills Officer to take custody of a subject who had an outstanding LV warrant. The man was transported to Berkley where he was processed and secured in a cell to await arraignment.

10/21/2024 24-12683 Illegal use of a Credit Card

A mother reported that her daughter has stolen her debit card and made roughly \$1,400 in unauthorized purchases. The daughter was interviewed and admitted to some of it, but the mother decided to handle the matter within the family.

10/21/2024 24-12686 Suspicious Circumstance

A local retailer reported that a woman attempted to steal clothing from the store. The woman eventually was alerted and left the store without the merchandise. No suspect information was obtained.

10/24/2024 24-12797 School Complaint

The School Resource Officer took a complaint by the mother of a student that two other students threatened to harm her child. School officials were brought in to assist in interviewing the students involved. The matter was handled by the school district.

10/26/2024 24-12873 Suspicious Circumstance

A resident reported that she dropped several checks into the LV Post Office mailbox. None of the checks made it to their destinations. At the time of the report, none of the checks had been cashed. She put stop payment on all the checks. The report was turned over to the US Postal Inspector.

10/27/2024 24-12906 Larceny from Auto

A resident reported her vehicle being broken into overnight. The unknown suspect took a wallet, sunglasses and money. A neighbor had their vehicle broken into the previous night. There is no physical evidence and no suspect at this time.

10/28/2024 24-12942 Suspicious Person

A resident reported that she had a security camera notification that a man in a vest was walking in her backyard. She contacted all possible utility companies and all stated that they did not send anyone to her home. The video was obtained by Officers, who are still investigating.

10/30/2024 24-13023 Stolen Vehicle

Officers took a report of a vehicle being stolen from a driveway. The vehicle was located a few days later in Detroit. The vehicle was completely stripped of all exterior panels and other parts.

10/30/2024 24-13029 Hospice Death

An Officer responded to a residence for a report of a hospice death. The paperwork was already completed by the hospice nurse. The scene was investigated and nothing out of the ordinary was found. The Oakland County Medical Examiner was contacted and notified. The ME released the deceased to their family.

10/30/2024 24-13032 Trespass

A man who has been reported multiple times for causing disturbances at a local gas station was given an official trespass warning by Officers.

10/31/2024 24-13070 Suspicious Circumstance

An Officer documented information for a resident so they could provide a report number to the credit reporting bureaus. The man ran a credit report on his business and found that a man he did not know was listed as "Key Personnel" for the business and he wished to have the mans information removed.

10/31/2024 24-13077 Recovered Stolen Vehicle

While on routine patrol, Officers located a vehicle which returned as stolen/fail to return rental vehicle. The Officer stopped the vehicle and identified the driver. The driver was released pending further investigation. The vehicle was impounded and the information was sent to the rental company.

October  
2024 WARNING VIOLATIONS

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	24LV01781	10/3/2024	DEARBORN HTS	MI	11 MILE	SOUTHFIELD	ILLEGAL U-TURN	HUT
3	24LV01784	10/4/2024	ROYAL OAK	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	BUT
4	24LV01785	10/4/2024	BEVERLY HILLS	MI	12 MILE	ROCK CREEK	21 MPH OVER SPEED LIMIT: 61/40	BUT
5	24LV01813	10/10/2024	MOUNT CLEMENS	MI	EVERGREEN	11 MILE	EXPIRED PLATES	HUS
6	24LV01817	10/10/2024	DEARBORN	MI	SOUTHFIELD	12 MILE	DISOBEY TRAFFIC CONTROL DEVICE	HUT
7	24LV01822	10/11/2024	SOUTHFIELD	MI	SOUTHFIELD	SUNSET	DISOBEY TRAFFIC CONTROL DEVICE	GII
8	24LV01827	10/14/2024	DETROIT	MI	11 MILE	SOUTHFIELD	DISOBEY TRAFFIC CONTROL DEVICE	ROB
9	24LV01839	10/17/2024	LATHRUP VILLAGE	MI	SOUTHFIELD	12 MILE	EXPIRED PLATES	HUS
10	24LV01835	10/16/2024	FARMINGTON HILLS	MI	LINCOLN	LATHRUP	1-5 MPH OVER LIMIT SPEED: 30/25	ROB
11	24LV01848	10/19/2024	LATHRUP VILLAGE	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC SIGNAL/FLASHERS	ROB
12	24LV01862	10/22/2024	DETROIT	MI	11 MILE	LATHRUP	DISOBEY TRAFFIC CONTROL DEVICE	CHI
13	24LV01863	10/23/2024	LATHRUP VILLAGE	MI	SOUTHFIELD	12 MILE	DISOBEY TRAFFIC CONTROL DEVICE	HUT
14	24LV01884	10/26/2024	DETROIT	MI	12 MILE	SOUTHFIELD	DISOBEY TRAFFIC CONTROL DEVICE	HUT
15	24LV01887	10/26/2024	LIVONIA	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
16	24LV01893	10/28/2024	LANSING	MI	11 MILE	SOUTHFIELD	IMPROPER TURN	ROB
17								
18								
19								
20								
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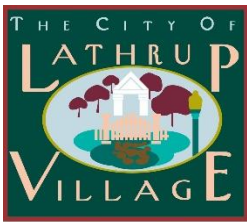
DATE	EVENT	WHO PARTICIPATED	ACTIONS
10/1/2024	LVMF Meeting	Zang	
10/3/2024	SEMACP Chief Meeting	McKee / Zang	
10/8/2024	TIA Meeting	McKee	
10/8/2024	Election Security Webinar	Zang	
10/8/2024	Power DMS Meeting	Zang	
10/9/2024	OCACP Meeting	McKee / Zang	
10/10/2024	CLEMIS Membership and Security Meeting	McKee	
10/10/2024	CLEMIS Advisory Committee Meeting	McKee	
10/15/2024	Executive Protection Detail	Zang	
10/16/2024	Homeland Security Symposium	McKee / Zang	
10/16/2024	TIA Grant Meeting	Zang	
10/17/2024	Power DMS Meeting	Zang	
8/2024 - 10/23/2024	IACP Conference	McKee	
10/22/2024	Staff Meeting	Zang	
10/24/2024	CJIS Security and Policy	Hodges, Alexander, Sovinsky, Zang	
10/26/2024	CJIS Security and Policy	Button, Gijbsbers, Roberts	
10/24/2024	Zero-60, Career Survival and Emotional Wellness	Roberts	
10/27/2024	CJIS Security and Policy	Hutson	
10/28/2024	CJIS Security and Policy	Tackett	
10/29/2024	FBI Firearms Background Training	McKee / Cory	
10/31/2024	Union Negotiation Meeting	McKee	
weekly	Mrs. Brady	McNeill	check on adopt a senior member
weekly	Mrs. Rasmussen	Cory	Mrs. Rasmussen gets a weekly phone call to check on her.
weekly	Mrs. Blair	McNeill / Cory	check on adopt a senior member
weekly	Mrs. McReynolds	Gijbsbers	check on adopt a senior member
weekly	Mrs. Egan	Knoll	check on adopt a senior member



2024 Ticket Totals

Officer	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Officer
Tackett	1	14	16	10	8	11	4	5	0	8			77
Tackett Warn	0	6	7	3	1	2	0	2	2	1			24
Roberts	19	22	13	47	36	6	18	11	7	14			193
Roberts Warn	7	7	6	6	8	2	6	4	3	6			55
McNeill	49	70	24	49	52	18	0	0	0	0			262
McNeill Warn	6	6	4	4	9	5	0	0	0	0			34
Huston	14	20	12	45	10	8	21	11	4	6			151
Huston Warn	4	8	1	4	2	0	0	0	0	4			23
Huston	21	40	24	49	29	15	50	23	22	23			296
Hutson Warn	8	10	6	9	8	4	5	6	8	6			70
Gijsbers	68	78	52	41	40	21	29	20	12	33			394
Gijsbers Warn	14	12	6	1	5	1	4	3	0	13			59
Chickensky	27	15	31	19	4	28	40	24	29	27			244
Chickensky Warn	0	1	1	1	0	1	1	0	0	1			6
Fisher	16	42	37	17	19	7	10	0	0	0			148
Fisher Warn	1	5	6	2	11	4	5	0	0	0			34
Stajich	23	35	27	12	40	30	17	15	18	19			236
Stajich Warn	0	0	0	2	0	2	0	2	0	2			8
Lawrence	4	7	7	6	15	18	17	15	5	12			106
Lawrence Warn	0	0	0	0	0	0	0	0	0	0			0
Button	0	0	7	6	8	3	0	0	0	5			29
Button Warn	1	0	4	4	8	2	0	3	4	2			28
Alexander										1			1
Alexander Warn													

City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076



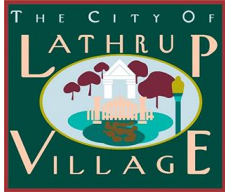
A HERITAGE OF GOOD LIVING

**CITY OF LATHRUP VILLAGE  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City of Lathrup Village will hold a public hearing on the use of Community Development Block Grant (CDBG) Funds. The Hearing will be held on Monday, November 18, 2024, at 7:30pm at City Hall located at 27400 Southfield Road, Lathrup Village, Michigan 48076 to hear public comments on the CDBG Program Year 2025 application in the approximate amount of \$7,000 to fund eligible projects. All interested citizens are requested to attend the Hearing. Comments may be sent attention to the City Clerk at the address of City Hall at 27400 Southfield Road, Lathrup Village, Michigan 48076 or [Aemanuel@lathrupvillage.org](mailto:Aemanuel@lathrupvillage.org) by 12:00pm on day of hearing.

Arrangements to reasonable accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour notice. Contact Alisa Emanuel at (248) 557-2600, ext. 226 for special services.

Alisa Emanuel - City Clerk  
27400 Southfield Road  
Lathrup Village, MI 48076  
(248) 557-2600, ext. 226



**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: November 18<sup>th</sup>, 2024  
RE: Request to Approve Resolution #2024-16 – Community Development Block Grant Project Year 2025

**Background Brief:** Each year the City is allocated community development block grant (CDBG) funding via Oakland County. In 2025 the City will be allocated \$7,000. CDBG dollars must be spent per CDBG guidelines outlined by HUD and Oakland County. In the past, the City has tried to utilize these funds for senior programming or yard maintenance. This year, Community Development Director Colson and I have been discussing this program. Due to funding constraints in the park's budget, we are recommending this year's allocation be allotted to park facilities. If approved, this funding would be utilized to address some ADA requirements in our parks, such as installing concrete pads with ADA compliant picnic tables.

**Previous Action:** 11-4-24 Study Session Discussion

**Economic Impact:** Up to \$7,000 reimbursed for CDBG eligible projects.

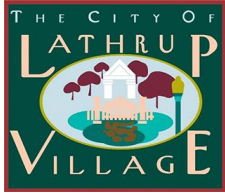
**Recommendation:** It is my recommendation to approve the enclosed resolution.

**Recommended Motion:**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to to approve resolution #2024-16, Community Development Blck Grant Project Year 2025.

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Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

**RESOLUTION #2024-16  
COMMUNITY DEVELOPMENT BLOCK GRANT  
PROJECT YEAR 2025**

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the "City"), held on the 18<sup>th</sup> day of November 2024.

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

**Whereas**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs; and

**Whereas**, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan; and

**WHEREAS**, the City recognizes the need for improvements in its parks to provide Americans with Disabilities Act (ADA)-compliant amenities, ensuring accessible recreational opportunities for individuals with disabilities; and

**WHEREAS**, the City of Lathrup Village has prepared an application for ADA accessible park amenities, which if funded, will utilize \$7,000 of Project Year 2025 (PY25) CDBG funds for the installation of ADA-accessible park amenities, promoting inclusivity and compliance with federal accessibility standards; and

**WHEREAS**, the City Council has determined that the proposed ADA-accessible improvements in the park spaces of Lathrup Village are in the best interest of the community and align with the goals of the CDBG program;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lathrup Village that:

1. The use of PY25 Community Development Block Grant (CDBG) funds for the purpose of installing ADA-accessible park amenities is hereby approved.
2. The City Council directs the appropriate City departments to proceed with planning, implementation, and oversight of the ADA-accessible improvements as outlined in the funding proposal.
3. The City Council authorizes the City Administrator or designated official to execute any documents or agreements necessary to receive and allocate PY25 CDBG funds for this project.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon adoption.

**RESOLUTION ADOPTED**

YEAS:

NAYS:

ABSENT/ABSTAIN:

I, Alisa Emanuel, the duly appointed City Clerk of the City of Lathrup Village, Oakland County, Michigan, certifies that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Lathrup Village at a meeting held on November 18, 2024, the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have affixed my official signature on this 18<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Alisa Emanuel – City Clerk

_____ Kelly Garrett Mayor	_____ Bruce Kantor Mayor Pro-Tem	_____ Jalen Jennings Council Member	_____ Dalton Barksdale Council Member	_____ Jason Hammond Council Member
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Applications Due  
By 5:00 PM  
Friday, December  
6, 2024

NO EXCEPTIONS

## PROGRAM YEAR 2025

(July 1, 2025 - June 30, 2026)

# Oakland County, MI Community Development Block Grant (CDBG) Application

A guide designed to assist participating communities to complete their annual application for Community Development Block Grant (CDBG) funds. The guide outlines the application process and provides specific instruction on proper completion. The PY 2025 CDBG Application Workshop was held virtually on Friday, September 27, 2024.

PREVIOUS EDITIONS OBSOLETE

[oakgov.com/community/neighborhood-housing-development/about/publications](http://oakgov.com/community/neighborhood-housing-development/about/publications)

Catalog of Federal Domestic Assistance (CFDA) # 14.218

UEI #HZ4EUKDD7AB4

CAGE# 39SZ3

### HEALTH & HUMAN SERVICES

Leigh-Ann Stafford • Director

### NEIGHBORHOOD & HOUSING DEVELOPMENT DIVISION

Khadija Walker-Fobbs • Housing Officer

### OAKLAND COUNTY NEIGHBORHOOD & HOUSING DEVELOPMENT

1200 N Telegraph Rd • Bldg. 34E  
Pontiac, Michigan 48341

t: (248) 858-0493 • f: (248) 858-5311



## CDBG PROGRAM RULES

- 1. MINIMUM ALLOCATION (THRESHOLD)** - Participating communities that generate less than \$7,000 by formula will receive a \$7,000 allocation. These threshold communities are allowed 1 Public Service activity at \$7,000 (procurement required) or 2 Public Service activities at \$3,500 each.
- 2. MINIMUM PROJECT ALLOCATION (NON-THRESHOLD)** - Participating communities that generate more than \$7,000 by formula will receive a formula allocation. These non-threshold communities are allowed up to 4 CDBG projects per program year and must allocate a minimum of \$3,500 for each project.
- 3. PUBLIC SERVICE CAP (NON-THRESHOLD)** - Oakland County will allow non-threshold communities to spend a maximum of 15% of their annual allocation on Public Services.
- 4. MULTIPLE AGENCY PUBLIC SERVICE CONTRACTS** - Multiple public service contracts providing the same type of service are not permitted within the same activity.
- 5. PUBLIC SERVICE CONTRACT DURATION** - Public service contracts may have 18-month duration and start on July 1.
- 6. PROJECT SERVICE DELIVERY COSTS** - Communities may seek reimbursement for eligible Project Service Delivery Costs. These costs include all eligible items related to the delivery of project services.
- 7. INELIGIBLE USES** - CDBG funds may not be used for maintenance of public facilities. The purchase of equipment, fixtures, motor vehicles, furnishings, or other property that is not an integral structural fixture is generally ineligible. CDBG funds may be used to purchase such items when necessary for use in the administration of activities assisted with CDBG funds when such items constitute all or part of a Public Service. For information on the all project eligibility including Fire Station Equipment, contact Planning & Evaluation at (248) 858-5312.
- 8. REQUIRED DRAWS** - Draws are required on a monthly basis per activity from Letter to Spend date in the HUD Integrated Disbursements and Information System (IDIS).
- 9. REQUIRED EXPENDITURES** - All funds per year per activity must be spent in 18 months from Letter to Spend date in IDIS. After two years, all unobligated funds will be evaluated for possible recapture.
- 10. MICRO-PURCHASE** - Goods or services \$10,000 or less are considered a micro-purchase and no procurement is required.

## RESIDUAL BALANCE REPROGRAMMING POLICY

**Goal** - To help participating communities improve spending performance by expediting the reprogramming of residual balances of \$1,000 or less per activity without administrative burden.

**Policy** - CDBG funded community projects with a residual balance of \$1,000 or less in any program year may be administratively reprogrammed.

An administrative reprogramming must be discussed with your community monitor before submittal.

An administrative reprogramming does not require advertising or hosting of a public hearing.

Funds may be administratively reprogrammed to one of the following:

- One active account within the same program year
- One new account in a program year related to an active account in another program year
- Oakland County Home Improvement Program (HIP)
- Oakland County Housing Counseling (subject to the Public Service Cap)

**Funds must be accounted for in the program year where they were originally allocated and cannot be transferred from one program year into another**

**Procedures- Communities must contact Ashley Hinton at (248) 858-5312 to:**

- Confirm that they reviewed the administrative reprogramming with their community monitor
- Determine if the account balance is eligible for the administrative reprogramming process
- Obtain instruction on required documentation to be submitted for final approval

**Required documentation - Communities must submit to Ashley Hinton:**

- An original cover letter on official letterhead signed by the community's authorized Community Development representative
- The cover letter must request the administrative reprogramming and specify program year, account name (FROM) and (TO), amount to be reprogrammed and a detailed project description

## CDBG APPLICATION PROCESS

**Application Process** - As an urban county entitlement community, Oakland County distributes funds to participating communities through a formula grant application process. The County administers the CDBG Program through the Neighborhood & Housing Development Division of the Health & Human Services Department.

**Record Retention** - Each participating community must maintain all application documents for at least four years.

**Application Steps** - The annual application process begins by attending the Annual Application Workshop.-The attached application is to be used by communities requesting CDBG funds.

The **deadline for all CDBG applications is Friday, December 6, 2024 by 5:00 P.M.** Neighborhood & Housing Development staff provide technical assistance with applications and present the draft Annual Action Plan to its Citizens' Advisory Council for recommendation to the Oakland County Board of Commissioners. The following steps describe the application process:

1. Attend the PY 2025 CDBG Application Workshop
2. Determine Local Needs
3. Schedule required Public Hearing
4. Advertise Public Hearing Notice(s) as Required
5. Host Public Hearing
6. Complete Application Materials (Use most recently approved Project Summaries as a guide)
  - Application
  - Environmental Review Record
  - Conflict of Interest Certification
7. Prepare Citizen Participation Materials
  - Public Hearing Affidavit of Publication
  - Meeting Minutes OR Governing Body Resolution
8. Submit Application

**Information Updates** Oakland County strives to maintain the latest information available. If any information in this guide is incorrect or any additional information is needed, please contact Grant Compliance Coordinator at (248) 858-5312.



## CDBG APPLICATION INSTRUCTIONS

**Application Assistance** - For assistance with the application process, please call Ashley Hinton in the Neighborhood & Housing Development Division (248) 858-5312 or Toll Free (888) 350-0900 x 85312, or email at [hintona@oakgov.com](mailto:hintona@oakgov.com)

**Application Materials** - Applications must be fully completed to be considered. Forms are available from Neighborhood & Housing Development staff and/or online.

**All applications must be received by Friday, December 6, 2024 at 5:00 p.m.**

All materials can be delivered electronically (PDF only) to [CDBG@oakgov.com](mailto:CDBG@oakgov.com)

### **PLEASE REMEMBER**

**DO NOT USE old applications to complete PY 2025 application.  
Use PY 2024 approved project summaries as a guide.**

**Contact Ashley Hinton at (248) 858-5312 for assistance**

**CDBG APPLICATION PART 1 - CHECKLIST**

**Place this checklist on top of the application. Submit the following pages in the order outlined below plus required attachments.**

**PART 2 - COMPLETE ONCE PER APPLICATION**

- A - Applicant Contact Information
- B - Proposed Projects
- C- Affidavit of Compliance with Federal, State, Local Regulations
- D - Conflict of Interest Certification

**PART 3 - COMPLETE PER PROJECT**

- A- Project Type

**PART 4 - COMPLETE PER PROJECT**

- A - CDBG National Objective
- B - Project Description
- C - Code Enforcement
- D - Project Location
- E - Project Purpose
- F - Project Duration
- G - Project Administration
- H - Additional Resources
- I - Environmental Review Record

**PART 5 - COMPLETE ONCE PER APPLICATION**

- A - Public Hearing Notice
  - Option #1 Affidavit of Publication
  - Option #2 Web Posting and Certification
  
- B - Public Hearing Minutes
  - Option #1 True Copy
  - Option #2 Governing Body Resolution

## CDBG APPLICATION PART 2 - APPLICANT INFORMATION

A - APPLICANT CONTACT	
Community:	Lathrup Village
CDBG Planning Allocation:	7000
Contact Person:	Austin Colson
Telephone:	248-557-2600 ext. 223
Best time to contact:	Monday - Friday 8:00 AM - 4:30 PM
UEI #:	GJ67JS51GRN3
Copy of current SAMS attached:	Yes <input type="checkbox"/> If No, Explain: _____
Is community subject to Single Audit?	Yes <input type="checkbox"/> No <input type="checkbox"/>

B - PROPOSED PROJECT(S)	
Project # <u>1</u> Name: <u>ADA Park Improvements</u>	Allocation: <u>7000</u>
Project # _____ Name: _____	Allocation: _____
Project # _____ Name: _____	Allocation: _____
Project # _____ Name: _____	Allocation: _____
Total # of Projects:	1
# of Public Service Projects:	1
Public Service %:	

C - AFFIDAVIT OF COMPLIANCE	
<p>The undersigned certifies that the information in this application is true and correct. In applying for CDBG funds, the applicant has read, understands and agrees to comply with all the provisions of all federal regulations issued thereto by the U.S. Department of Housing and Urban Development (HUD), state and local regulations and laws.</p>	
Name of Highest Elected Official or Designee:	<b>Mike Greene</b>
Title of Highest Elected or Designee:	City Administrator
<b>Signature:</b>	

# CDBG APPLICATION PART 2 - CONTINUED

## D - CONFLICT OF INTEREST CERTIFICATION

Code of Federal Regulations Title 24, Volume 3 Revised as of April 1, 2004 CITE: 24CFR570.611

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD  
Part 570 Community Development Block Grants  
Subpart K Other Program Requirements  
Sec. 570.611 Conflict of interest

**(a) Applicability.** (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply. (2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to Sec. 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to Sec. 570.203, 570.204, 570.455, or 570.703(i)).

**(b) Conflicts prohibited.** The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

**(c) Persons covered.** The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

**(d) Exceptions.** Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

**(1) Threshold requirements.** HUD will consider an exception only after the recipient has provided the following documentation: (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

**(2) Factors to be considered for exceptions.** In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable: (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available; (ii) Whether an opportunity was provided for open competitive bidding or negotiation; (iii) Whether the person affected is a member of a group or class of low-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class; (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question; (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section; (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and (vii) Any other relevant considerations. By applying for CDBG funds, the Participating Community certifies that they have read the above:

<b>Community Name:</b>	Lathrup Village
Name of Highest Elected Official or Designee:	Mike Greene
Title of Highest Elected or Designee:	City Administrator
<b>Signature:</b>	

## CDBG APPLICATION - PART 3 PROJECT TYPE

(Please  one box per project)

Project #1

Allocation: \$7000

PROJECT TYPE						
Account	Account #	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	<b>ACQUISITION AND DISPOSITION</b>					
<input type="checkbox"/>	Acquisition of Real Property	172170-730003	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Disposition of Real Property	172170-730536	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Clearance and Demolition	172170-730345	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
<input type="checkbox"/>	Cleanup of Contaminated Sites		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Relocation		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input checked="" type="checkbox"/>	<b>PUBLIC FACILITIES AND IMPROVEMENTS</b>					
<input type="checkbox"/>	Senior Center	172170-731696	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Facilities for Persons with Disabilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Homeless Facilities (not operating costs)		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Youth Centers		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Neighborhood Facilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input checked="" type="checkbox"/>	Parks, Recreational Facilities	172170-731332	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Parking Facilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Solid Waste Disposal Improvements	172170-730744	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Flood Drainage Improvements	172170-730744	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Water/Sewer Improvements	172170-732114	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Street Improvements	172170-731864	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Sidewalks	172170-731745	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Child Care Centers		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Tree Planting	172170-732021	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Fire Stations/Equipment	172170-730733	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Health Facilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Facilities for Abused and Neglected Children		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Asbestos Removal		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Facilities for AIDS Patients (not operating costs)		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Other Public Improvements Not Listed in 03A-03T	172170-731498	Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Remove Architectural Barriers	172170-731619				
<input type="checkbox"/>	Special Assessments	172170-731815				

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please  one box per project)

Project #1

Allocation: \$7000

PROJECT TYPE CONTINUED						
Account	Account #	Objective	Goal	Indicator	Outcome	
<input checked="" type="checkbox"/>	<b>PUBLIC FACILITIES AND IMPROVEMENTS CONTINUED</b>					
<input type="checkbox"/>	Interim Assistance		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Privately Owned Utilities		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input type="checkbox"/>	Non-Residential Historic Preservation	172170-731280	Suitable Living Environment	Strengthen Communities	Slum Blight	Sustainability
<input type="checkbox"/>	Tornado Shelters Serving Private Mobile Home Parks		Suitable Living Environment	Strengthen Communities	# of LMI HH with new/improved access	Sustainability
<input checked="" type="checkbox"/>	<b>PUBLIC SERVICES</b>					
<input type="checkbox"/>	Homeless/AIDS Patients Programs		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Senior Services	172160-731712				
<input type="checkbox"/>	Services for Persons with Disabilities	172160-730535	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Legal Services	172160-731073	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Youth Services	172160-732185	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Transportation Services	172160-732011	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Substance Abuse Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for victims of domestic violence/ dating violence/sexual assault/stalking	172160-730137	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Employment Training	172160-731941	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Crime Awareness/Prevention		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Fair Housing Activities (subject to PS cap)	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Tenant/Landlord Counseling		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Child Care Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Services for Abused and Neglected Children		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Mental Health Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Screening for Lead Poisoning		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Subsistence Payments	172160-730571	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Homebuyer Downpayment Assistance - Excluding Housing Counseling under 24 CFR 5.100		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Rental Housing Subsidies		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Security Deposits		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please  one box per project)

**Project #1**

**Allocation: \$7000**

<b>PROJECT TYPE CONTINUED</b>						
<b>Account</b>	<b>Account #</b>	<b>Objective</b>	<b>Goal</b>	<b>Indicator</b>	<b>Outcome</b>	
<input checked="" type="checkbox"/>	<b>PUBLIC SERVICES CONTINUED</b>					
<input type="checkbox"/>	Housing Counseling only, under 24 CFR 5.100	132210-702010	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Neighborhood Cleanups		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Food Banks		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Housing Information and Referral Services		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Housing Counseling Supporting Homebuyer Downpayment Assist (05R)		Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input type="checkbox"/>	Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard)	172160-730880 172160-731665 172160-732170	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access	Availability/Accessibility
<input checked="" type="checkbox"/>	<b>HOUSING</b>					
<input type="checkbox"/>	Loss of Rental Income		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Construction of Housing		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Housing Counseling for Homeownership Assist (13B)		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Homeownership Assistance – ex Housing Counseling		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Rehabilitation: Single-Unit Residential	132290-730898	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Emergency Rehab	172170-730569	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Minor Home Repair	172170-731227	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Mobile Home Repair		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Multi-Unit Residential		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Public Housing Modernization		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Other Publicly Owned Res Buildings	172160-731602	Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Energy Efficiency Improvements		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Acquisition		Decent Affordable Housing	# of units brought to code		Affordability
<input type="checkbox"/>	Rehabilitation: Administration	132280-731605	N/A	N/A	N/A	N/A
<input type="checkbox"/>	Lead-Based Paint/Lead Hazards Testing/Abatement		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Housing Services, Excluding Housing Counseling		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Housing Counseling Support HOME Hsg Activities		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Housing Counseling in Conjunction with CDBG Assisted Housing Rehab		Decent Affordable Housing			Affordability
<input type="checkbox"/>	Code Enforcement (See Part 4 C)	172170-730310	Suitable Living Environment	Strengthen Communities	# of LMI persons served	Sustainability

**CDBG APPLICATION - PART 3 PROJECT TYPE CONTINUED**

(Please  one box per project)

Project #1

Allocation: \$7000

PROJECT TYPE CONTINUED					
Account	Account #	Objective	Goal	Indicator	Outcome
<input checked="" type="checkbox"/>	<b>HOUSING CONTINUED</b>				
<input type="checkbox"/>	Residential Historic Preservation		Decent Affordable Housing		Affordability
<input type="checkbox"/>	Operation and Repair of Foreclosed Property ("In-Rem Housing")		Decent Affordable Housing		Affordability
<input checked="" type="checkbox"/>	<b>ECONOMIC DEVELOPMENT</b>				
<input type="checkbox"/>	Rehabilitation: Publicly or Privately Owned Commercial/Industrial				
<input type="checkbox"/>	Commercial/Industrial: Acquisition/Disposition				
<input type="checkbox"/>	Commercial/Industrial: Infrastructure Development				
<input type="checkbox"/>	Commercial/Industrial: Building Acquisition, Construction, Rehabilitation				
<input type="checkbox"/>	Commercial/Industrial: Other Improvements				
<input type="checkbox"/>	Economic Development: Direct Financial Assistance to For-Profit Business				
<input type="checkbox"/>	Economic Development: Technical Assistance				
<input type="checkbox"/>	Economic Development: Microenterprise Assistance				
<input checked="" type="checkbox"/>	<b>GENERAL ADMINISTRATION</b>				
<input type="checkbox"/>	General Program Administration				
<input type="checkbox"/>	Fair Housing Activities (subject to Admin cap)				
<input type="checkbox"/>	CDBG Funding of HOME Admin				
<input type="checkbox"/>	CDBG Funding of HOME CHDO Operating Expenses				
<input checked="" type="checkbox"/>	<b>OTHER</b>				
<input type="checkbox"/>	CDBG Non-Profit Capacity Building				



**CDBG APPLICATION - PART 4**

Project #1 Allocation: \$7000

<b>A - CDBG NATIONAL OBJECTIVE</b>		
<b>Which one of the National Objectives will this project target?</b>		
✓	Code/Description	24 CFR
<b>Benefits low and moderate income persons</b>		
For the National Objective that <b>principally benefits low- and moderate-income persons</b> is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	<b>1) Area Benefit Activity</b> - Those projects carried out in a neighborhood consisting predominantly of LMI persons and providing services for such persons yet could be available to other non-income eligible persons in the area. This information can be documented by documenting that the area is primarily residential (e.g., zoning map); and that the income characteristics of households in the service area (i.e., Census data)	570.208(a)
<input type="checkbox"/>	<b>2) Limited Clientele Activity</b> - Those that benefit a specific group of people (rather than all the residents in a particular area) who are, or presumed to be, income eligible. In order to meet the LMI Limited Clientele criteria, the activity must: serve at least 51% LMI, as evidenced by documentation and data concerning beneficiary family size and income; have income eligibility requirements which limit the service to persons meeting the LMI income requirements, as evidenced by procedures, intake/application forms, income limits and other sources of documentation; serve a specific group presumed by HUD to be income-eligible include: abused children, battered persons, elderly persons, handicapped adults, homeless persons, illiterate persons, migrant farm workers and persons living with AIDS; and be of such a nature and in a location that it may be concluded that the activity's clientele are LMI.	
<input type="checkbox"/>	<b>3) Income Eligible Housing Activity</b> - These projects add or improve a permanent residential structure wherein, upon completion, income eligible persons will occupy 51% or more of the housing units.	
<input type="checkbox"/>	<b>4) Job Creation or Retention Activity</b> - A project which creates or retains permanent jobs, of which at least 51% are either taken by or available to income eligible persons.	
<b>JUSTIFICATION:</b>		
<b>Aids in the prevention or elimination of slums or blight</b>		
For the National Objective that <b>principally aids in the prevention of elimination of slums or blight</b> is selected, describe how the activity will address ONE of the subcategories listed below:		
<input type="checkbox"/>	1) At least 25% of the properties throughout the area exhibit the following: a. Physical deterioration of buildings/improvements; b. Abandonment of properties; c. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings; d. Significant declines in property values or abnormally low property values relative to other areas in the community; or e. Known or suspected environmental contamination	570.208(b))
<input type="checkbox"/>	2) Public improvements throughout the area are in a general state of deterioration.	
<input type="checkbox"/>	Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.	
<b>JUSTIFICATION:</b>		

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #1**      **Allocation: \$7000**

**B - PROJECT DESCRIPTION**

Provide a detailed description of the proposed activity including how the activity will address the needs of the community:

The installation of ADA-complaint picnic tables an concrete pads in Lathrup Village parks will significantly enhance the accessibility, inclusivity, and overall quality of public spaces for residents and visitors with disabilities. The Americans with Disabilities Act (ADA) requires that public facilities and amenities be accessible to people with disabilities. ADA-compliant picnic tables are designed with features such as lower table heights, clear knee and leg space, and ample seating on both sides, allowing individuals who use wheelchairs, scooters, or other mobility devices to comfortably approach and use the tables. People with mobility impairments, including those using wheelchairs, walkers, or crutches, will have equal access to outdoor spaces for socialization, recreation, and dining. This directly supports the city’s commitment to fostering an inclusive environment for all residents. Associated concrete pads provide a stable, flat, and smooth surface around the picnic tables, allowing individuals with mobility devices to navigate the area easily. Without concrete pads or an accessible surface, individuals with disabilities may struggle to approach or use the picnic tables, especially in grassy or uneven areas. The concrete pads eliminate barriers such as uneven terrain, muddy paths, or gravel, ensuring that individuals with disabilities can approach and use the tables safely and independently. These pads also comply with ADA guidelines for accessible routes and surface materials.

Identify who will benefit from the proposed activity (ex: homeless, abused children, seniors, etc). If your program was designed to benefit persons on L/M income, describe the process you will use to identify these persons (process for income verification if persons are not members of HUD’s presumed L/M clientele):

This project benefits people with disabilities directly by ensuring equal access to public amenities, but it also improves quality of life for seniors, families with young children, and caregivers, who often face similar accessibility challenges. Additionally, tourists, local businesses, and community organizations will all experience positive impacts from creating a more inclusive and accessible public space. Ultimately, the whole community benefits, as the project fosters social integration, promotes inclusivity, and enhances Lathrup Village’s appeal as a vibrant, welcoming place for all.

**CDBG APPLICATION - PART 4 CONTINUED**

Project #1 Allocation: \$7000

**C - CODE ENFORCEMENT PROJECT ONLY**

Will any of the supportive activities offered in conjunction with the Code Enforcement Program possibly trigger displacement of any "persons"?  Yes  No

**If "Yes" Explain:**  
 The grantee will be required as a special condition of the CDBG grant contract to submit a formal relocation or displacement plan for the program prior to release of grant funds.  
**If "No" Explain how that determination was made?**

**Service Area Where the Code Enforcement Program Will Be Carried Out:** Provide a brief narrative of the proposed activity and service area where the Code Enforcement activity will be carried out.

**Severity of Problem**

What level of service is needed?  
 A new code enforcement program  
 An existing code enforcement program to be increased currently funded by:  
 An existing code enforcement program previously funded with CDBG funds

How was need determined?

**Service Area Identified**

Census Tract/Block Groups

Census Tract	Census Tract	Census Tract	Census Tract	Census Tract
Block Group (s)	Block Group (s)	Block Group (s)	Block Group (s)	Block Group (s)

Specific streets within a service area

Maps attached showing the area is primarily residential

**Beneficiaries (People)**

Specify the type of beneficiaries who will benefit from this program. Supporting documentation is required.

Primarily Low/Mod (Include % of total population that is Low/Mod)

**Jurisdiction's definition of *deteriorated or deteriorating* (HCDA, Section 105(a)(3)) Define:**

# CDBG APPLICATION - PART 4 CONTINUED

Project #1 Allocation: \$7000

### Conditions within the Service Area

Describe, in enough detail, the existing conditions in the service area that qualifies the area, as defined above by the jurisdiction, as deteriorating or deteriorated.

Photos attached with any applicable reports or information

**Identify problems resulting if the code enforcement program is not provided, continued or expanded:**

### Extent of the Solution

Explain how and to what extent the proposed activity will solve the problem:

Provide a summary of the proposed strategy for using code enforcement together with public or private improvements or services (e.g., a homeowner rehabilitation program) that can be expected to arrest the decline of the service area.

Describe the methodology and metrics to be used to assess whether the code enforcement program and other activities will mitigate the deterioration of the service area during the time CDBG funds are expended to implement the code enforcement program.

### Activity Implementation Plan

Provide a detailed plan of how the code enforcement program, together with "supportive activities" (i.e. public or private improvements, rehabilitation, or services) will mitigate deterioration and is expected to arrest the decline of the area. Also, identify any current or potential funding sources available to assist with proposed supportive activities.

**CDBG APPLICATION - PART 4 CONTINUED**

Project #1 Allocation: \$7000

D - PROJECT LOCATION		
Please <input checked="" type="checkbox"/> one box	<input checked="" type="checkbox"/>	
Describe Project Location	<input type="checkbox"/>	City/Township/Village Wide
	<input type="checkbox"/>	Area Wide Benefit Only
	<input type="checkbox"/>	Specific
Parcel ID#		
Address		
City		
Zip Code		
Areawide Benefit (AWB) Projects Only	List Census Tract	
	List Block Group	
Attach AWB Map with project location indicated		
Describe service area for:		
Fire Stations/ Equipment		
Parks, Recreational Facilities		
Special Assessments		

E - PROJECT PURPOSE			
<b>ALL PROJECTS</b> Enter number of units in the appropriate type. Enter 0 for other unit types			
# of clients to be served	Type of clients to be served		
	People		
	Households		
	Housing Units		
	Public Facilities		
PUBLIC SERVICES PROJECTS ONLY			
Help Prevent Homelessness?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Help the Homeless?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Help those with HIV/AIDS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Help Persons with Disabilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
PUBLIC FACILITIES & IMPROVEMENTS PROJECTS ONLY			
Will the project meet ADA standards for access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
SENIOR CENTER PROJECT DEMOGRAPHICS			
Estimated Number of Current Members			
White alone		Asian Alone	
Black or African American alone		Some other race alone	
American Indian and Alaska Native alone		Two or more races	
Native Hawaiian & Other Pacific Islander alone			

**CDBG APPLICATION - PART 4 CONTINUED**

**Project #1**      **Allocation: \$7000**

This is a new project	Yes <input type="checkbox"/>	No <input type="checkbox"/>
This is an ongoing project	Yes <input type="checkbox"/>	No <input type="checkbox"/>
This is an expanded project from previous years	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>G - PROJECT ADMINISTRATION</b>		
Community will manage project	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Community will hire a vendor to manage project	Yes <input type="checkbox"/>	No <input type="checkbox"/>
County will administer contract	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Other Federal Funds	\$	State/Local Funds	\$	Other	\$
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Please  each box as it applies and attach all required documents

<input checked="" type="checkbox"/>	<b>Exempt Project</b>	
<input type="checkbox"/>	Project is Exempt per 24 CFR 58.34	
<input type="checkbox"/>	Exempt Form Attached	<input type="checkbox"/> Project Location Map Attached

**OR**

<input checked="" type="checkbox"/>	<b>Categorically Excluded Project</b>	
<input type="checkbox"/>	Project is Categorically Excluded	
<input type="checkbox"/>	Statutory Checklist Attached	<input type="checkbox"/> Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/> 8 Step Attached
<input type="checkbox"/>	Flood Plain Map <a href="https://msc.fema.gov/portal/home">https://msc.fema.gov/portal/home</a>	

**OR**

<input checked="" type="checkbox"/>	<b>Environmentally Assessed Project</b>	
<input type="checkbox"/>	Project is Environmentally Assessed	
<input type="checkbox"/>	Environmental Assessment Attached	<input type="checkbox"/> Project Location Map Attached
<input type="checkbox"/>	Project is in Flood Plain	<input type="checkbox"/> 8 Step Attached
<input type="checkbox"/>	Flood Plain Map <a href="https://msc.fema.gov/portal/home">https://msc.fema.gov/portal/home</a>	

<input checked="" type="checkbox"/>	<b>Other Projects</b>	
<input type="checkbox"/>	Historic Preservation Profile (HPP) Attached	<input type="checkbox"/> Demolition Checklist Attached

**CDGB APPLICATION - PART 5**

**A - PUBLIC HEARING OPTION #1 - AFFIDAVIT OF PUBLICATION**

Participating communities are required to advertise a Public Hearing for the CDBG application. **Option #1 allows for the public hearing notice to appear in a newspaper of general local circulation at least 10 days before the hearing.**

**SAMPLE PUBLIC HEARING NOTICE**

**(City, Township, Village)**

**Notice of Public Hearing - Community Development Block Grant Funds**

NOTICE IS HEREBY GIVEN that the **(City, Township, Village)** will hold a public hearing on the use of Community Development Block Grant Funds. The Hearing will be held on **(Day/Date)** at **(Time)** at the **(Meeting Location)** **(Address/City, Township, Village/Sate/Zip)** to hear public comments on the CDBG Program Year 2025 application in the approximate amount of **(Planning Allocation)** to fund eligible projects. All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at **(Location)** until **(Time, Date)**.

Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour notice. Contact **(name)** at **(number, location)** for special services.

**(Name, Title, Department)**

**Published (Newspaper of general circulation, date)**

**A - PUBLIC HEARING OPTION #2 - WEB POSTING AND CERTIFICATION**

Participating communities are required to advertise a Public Hearing for the CDBG application. **Option #2 allows for the public hearing notice to appear in a posting at the city/township/village hall and on the community website at least 10 days before the hearing. Option #2 is acceptable only if:**

- The community has approved by ordinance/resolution the use of web posting for CDBG Public Hearings and has provided a copy of the ordinance/resolution to Oakland County Neighborhood & Housing Development
- This procedure does not violate local public hearing notice requirements

**SAMPLE PUBLIC HEARING NOTICE**

**(City, Township, Village)**

**Notice of Public Hearing - Community Development Block Grant Funds**

NOTICE IS HEREBY GIVEN that the **(City, Township, Village)** will hold a public hearing on the use of Community Development Block Grant Funds. The Hearing will be held on **(Day/Date)** at **(Time)** at the **(Meeting Location)** **(Address/City, Township, Village/Sate/Zip)** to hear public comments on the CDBG Program Year 2025 application in the approximate amount of **(Planning Allocation)** to fund eligible projects. **All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at (Location) until (Time, Date).**

Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour notice. Contact **(name)** at **(number, location)** for special services.

**(Name, Title, Department)**

**Published (Website, date) Posted (Location, date)**

**CDBG APPLICATION – PART 5 CONTINUED**

Participating communities are required to conduct a Public Hearing for the CDBG application. **The meeting minutes must clearly show an open and close of the public hearing, the planned use of CDBG funds and approval of the application. PUBLIC COMMENTS MUST OCCUR AFTER HEARING IS OPEN AND BEFORE IT IS CLOSED. STAFF/OFFICIAL COMMENTS MUST OCCUR BEFORE OR AFTER THE HEARING.** Additional information can be added to these required clauses to meet specific local needs and to encourage participation.

**B - MEETING MINUTES OPTION #1 - TRUE COPY**

(CITY, TOWNSHIP, VILLAGE)  
(BOARD, COMMISSION, COUNCIL) MEETING  
(DAY, DATE, TIME, LOCATION)

(Highest Elected Official) called the meeting to order at (Time)

1. ROLL CALL PRESENT: \_\_\_\_\_ ABSENT: \_\_\_\_\_

**2. PUBLIC HEARING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

(Highest Elected Official) opened the Public Hearing at (Time).

(Record Public Comments Here)

(Highest Elected Official) closed the Public Hearing at (Time).

**3. ACCEPTANCE PY 20\_\_ Community Development Block Grant (CDBG) Application**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

to approve the Program Year 20\_\_ Community Development Block Grant (CDBG) application in the approximate amount of **(Proposed Allocation)** as follows and authorize the **(Highest Elected Official)** to sign the Application and submit the documents to Oakland County.

Project Name	Allocation Amount

Motion by: \_\_\_\_\_  
Voting Yea: \_\_\_\_\_ Voting Nay: \_\_\_\_\_  
Abstaining: \_\_\_\_\_ Absent: \_\_\_\_\_

I, **(Name)**, the duly elected Clerk of **(City, Township, Village)** Oakland County, MI do hereby certify that the above is a true copy of the **(City, Township, Village) (Board, Commission, Council)** meeting minutes from **(Date)** at which time a quorum was present.

\_\_\_\_\_  
(Signature)



**B - MEETING MINUTES OPTION #2 - GOVERNING BODY RESOLUTION**

Participating communities are required to conduct a Public Hearing for the PY 2025 CDBG application. **The governing body resolution must clearly show an opening and closing of the public hearing, the planned use of CDBG funds, and the approval of the application.** Additional information can be added to these required clauses to meet specific local needs and to encourage participation.

**SAMPLE GOVERNING BODY RESOLUTION**

**RESOLUTION OF THE (ORGANIZATION NAME AND ADOPTING BODY)  
ADOPTED ON: (DATE)**

**WHEREAS**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

**WHEREAS**, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

**WHEREAS**, the **(City/Township/Village)** has duly advertised and conducted a public hearing as follows:

**(Highest Elected Official) opened the Public Hearing at (Time).**

**(Record Public Comments Here)**

**(Highest Elected Official) closed the Public Hearing at (Time).**

on **(Public Hearing Date)** to receive public comments regarding the proposed use of PY20\_\_ Community Development Block Grant funds (CDBG) in the approximate amount of **(Proposed Allocation)**, and

**WHEREAS**, the **(City/Township/Village)** found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

**THEREFORE, BE IT RESOLVED**, that the **(City/Township/Village)** CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the **(title of authorized representative)** is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

<b>Project Name</b>	<b>Allocation Amount</b>

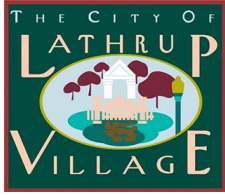
Motion by: \_\_\_\_\_

Voting Yea: \_\_\_\_\_ Voting Nay: \_\_\_\_\_

Abstaining: \_\_\_\_\_ Absent: \_\_\_\_\_

I, **(Name)**, the duly elected Clerk of **(City, Township, Village)** Oakland County, MI do hereby certify that the above is a true copy of the **(City, Township, Village) (Board, Commission, Council)** meeting minutes from **(Date)** at which time a quorum was present.

\_\_\_\_\_  
**(Signature)**



**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: November 18<sup>th</sup>, 2024  
RE: Request to Approve Resolution #2024-17 - A Resolution of Authorization, Local Unit of Government Match for the Michigan Natural Resources Trust Fund Grant Request

**Background Brief:** As part of the City’s grant writing contract with Lexipol, they will write one full grant for the City each year of the contract. This year, staff have requested that they write/submit an MDNR Trust Fund grant for a new playscape in Municipal Park. This grant request would be for \$400,000 and we would utilize the County RAP funding (~\$135,000) as our matching funds (total project cost \$535,000+). While the final design of this playscape is to be determined, I have included a mockup in your packet as a reference.

As part of the grant process, the City is required to approve a resolution in support of the application and commit matching funds.

**Previous Action:** 11-4-24 Study Session Discussion

**Economic Impact:** If MNRTF grant is awarded, the City would front the cost of the project in Fiscal Year 2026 and be reimbursed.

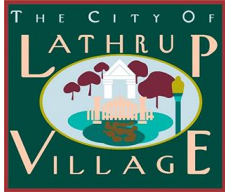
**Recommendation:** It is my recommendation to approve the enclosed resolution.

**Recommended Motion:**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to to approve resolution #2024-17, a resolution of authorization, Local Unit of Government Match for the Michigan Natural Resources Trust Fund Grant Request.

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Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

**RESOLUTION #2024-17**  
**A RESOLUTION OF AUTHORIZATION – LOCAL UNIT OF GOVERNMENT MATCH**

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, (the “City”), held on the 18<sup>th</sup> day of November 2024.

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

**WHEREAS**, the City of Lathrup Village City Council supports the submission of an application titled, “City of Lathrup Village Playground Project” to the Michigan Natural Resources Trust Fund for the development of playground equipment at Municipal Park, located at 27400 Southfield Road, Lathrup Village, MI 48076; and,

**WHEREAS**, the City of Lathrup Village City Council is hereby making a financial commitment to the project is the amount of \$135,767 matching funds, in cash and/or force account; and,

**NOW THEREFORE BE IT RESOLVED** that the City of Lathrup Village City Council hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$400,000, and further resolves to make available its financial obligation amount of \$135,767 (25%) of a total \$535,767 project cost, during the 2025-2026 fiscal year.

**RESOLUTION ADOPTED**

YEAS:

NAYS:

ABSENT/ABSTAIN:

I, Alisa Emanuel, the duly appointed City Clerk of the City of Lathrup Village, Oakland County, Michigan, certifies that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Lathrup Village at a meeting held on November 18, 2024, the original of which is on file in the City Clerk’s Office.

IN WITNESS WHEREOF, I have affixed my official signature on this 18<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Alisa Emanuel – City Clerk

<b>Kelly Garrett</b> Mayor	<b>Bruce Kantor</b> Mayor Pro-Tem	<b>Jalen Jennings</b> Council Member	<b>Dalton Barksdale</b> Council Member	<b>Jason Hammond</b> Council Member
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## Michigan Natural Resources Trust Fund (MNRTF) Grant Program Overview

- **Objective:** The MNRTF provides financial assistance for land acquisition and development projects to enhance public outdoor recreation opportunities and protect natural resources.
- **Eligible Applicants:** State and local units of government, such as cities, counties, and townships, as well as public authorities, boards, commissions, and school districts.
- **Funding Priorities:**
  - Acquisition of land for public recreation or natural resource conservation.
  - Development of outdoor recreation facilities, such as parks, trails, and water access.
  - Projects that preserve unique natural resources or support wildlife habitats.
- **Types of Projects Funded:**
  - Park development (e.g., playgrounds, picnic areas, restrooms).
    - Note: Development applications should be for a single park site.
  - Trails and pathways for hiking, biking, and equestrian use.
  - Water-based recreation such as boat launches, fishing piers, and beach access.
  - Acquisition of land for parks or natural areas.
- **Grant Size:** Minimum \$15,000; Maximum \$400,000
- **Match Requirement:** Applicants must provide a local match of at least **25%** of the total project cost.
  - Note: You may earn points for your application if you provide additional funds above the required minimum applicant match.
- **Application Deadline:** Applications are typically due by **April 1** of each year, with grant awards announced later in the year.
- **Evaluation Criteria:** Applications are scored based on factors such as the project's impact on public recreation, community need, regional and state benefits, and the preservation of natural resources.
- **Program Administration:** The grant is administered by the Michigan Department of Natural Resources (DNR) in collaboration with the Michigan Natural Resources Trust Fund Board.

For more detailed information, visit the Michigan DNR website at <https://www.michigan.gov/dnr/Buy-and-Apply/grants/rec/mnrtf>.



Rendered in Custom Malibu Palette



A PLAYCORE Company  
www.gametime.com

# Lathrup Village Municipal Park Playground



www.sinclair-rec.com

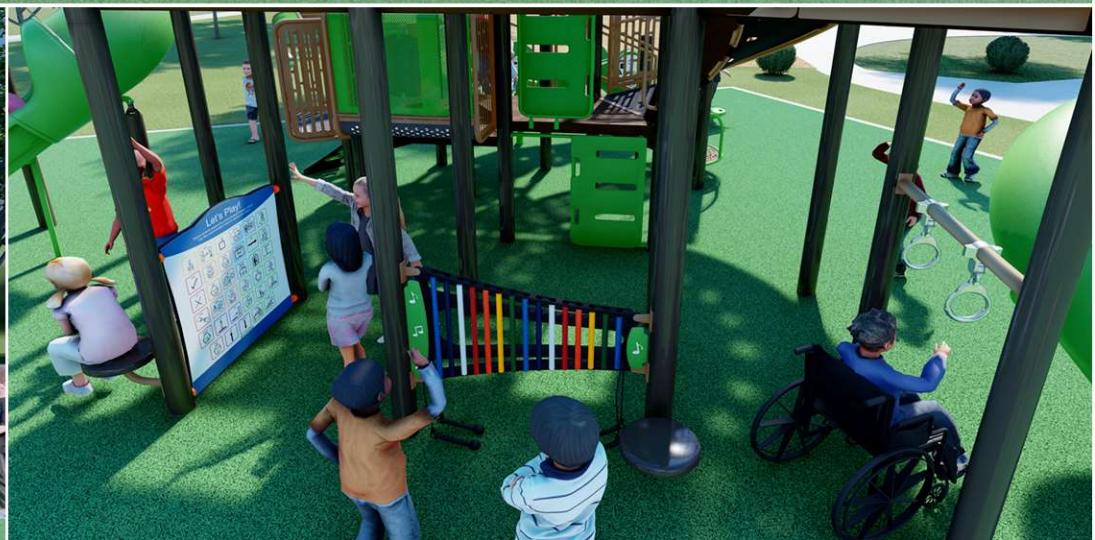


Rendered in Custom Malibu Palette

### Lathrup Village Municipal Park Playground



Rendered in Custom Malibu Palette



# Lathrup Village Municipal Park Playground



Rendered in Custom Malibu Palette

### Lathrup Village Municipal Park Playground





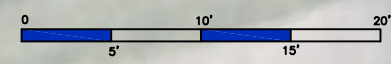
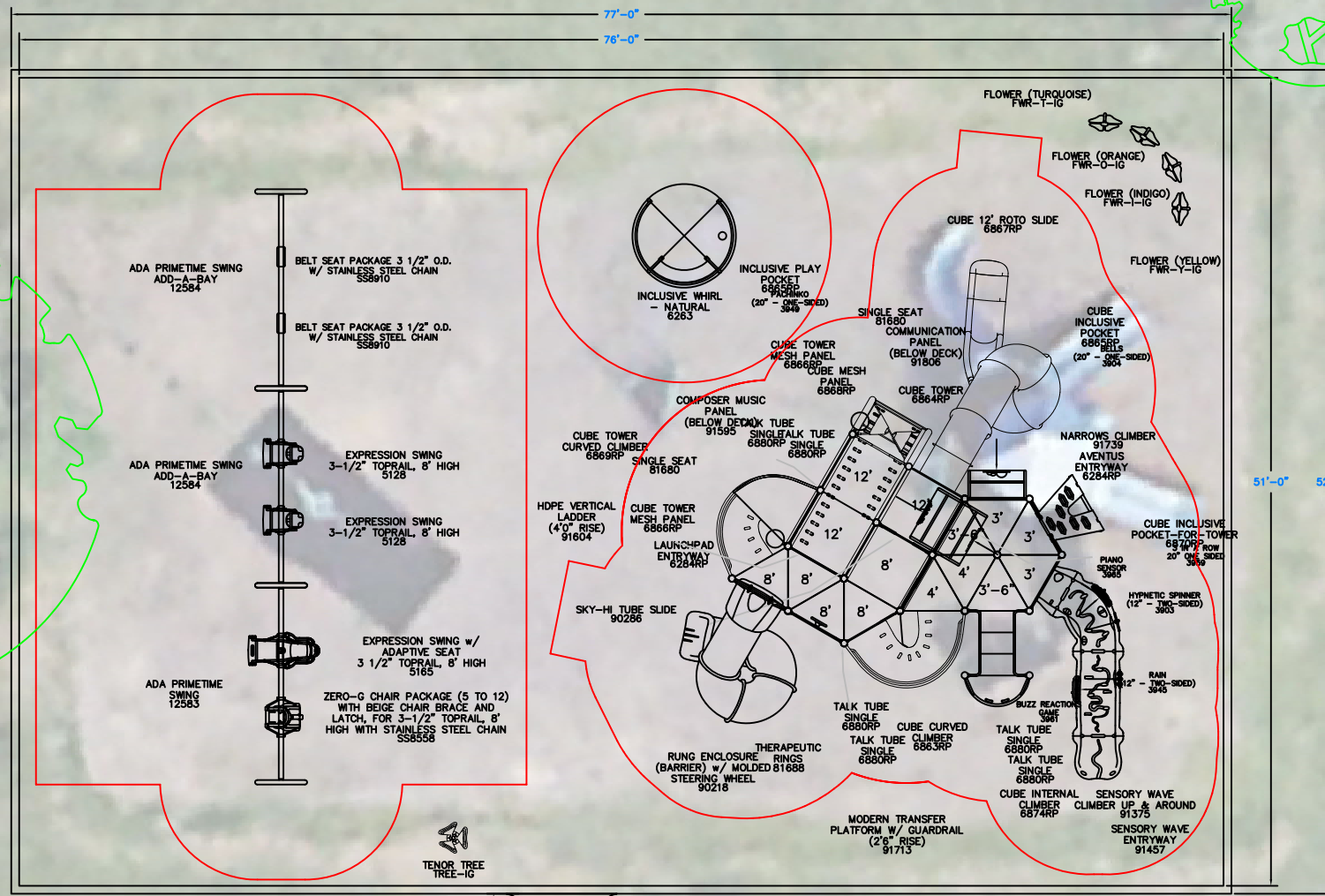
Rendered in Custom Malibu Palette

### Lathrup Village Municipal Park Playground



Rendered in Custom Malibu Palette

### Lathrup Village Municipal Park Playground



ISO 9001 CERTIFIED  
 150 PlayCore Drive SE  
 Fort Payne, AL 35967  
 www.gametime.com  
 ISO 14001 CERTIFIED

Lathrup Village  
 Municipal Park  
 Lathrup Village, MI  
 Representative  
 Sinclair Recreation

This Unit includes play events and routes or travel specifically designed for special needs users. It is the opinion of the manufacturer that these play events and routes of travel conform to the accessibility requirements of the ADA (Americans with Disabilities Act)

Total Elevated Play Components	13	0	0
Total Elevated Play Components Accessible By Ramp	0	Required	0
Total Elevated Components Accessible By Transfer	13	Required	7
Total Accessible Ground Level Components Shown	15	Required	4
Total Different Types Of Ground Level Components	6	Required	3

This play equipment is recommended for children ages 5-12

Minimum Area Required:  
 77' x 52'  
 Scale: Bar  
 This drawing can be scaled only when in an 24" x 36" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. Consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:  
 ALW  
 Date:  
 8/15/2024  
 Drawing Name:  
 Lathrup Village - Municipal Park



GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

08/21 Item 9B.  
 Quote #  
 106612-01-01

## 2024 Playground Proposal - Grant Check with Order

CITY OF LATHRUP VILLAGE  
 Attn: Mike Green  
 27400 SOUTHFIELD RD  
 LATHRUP VILLAGE, MI 48076-3489  
 UNITED STATES  
 Phone: 248-557-2600 Ext. 225  
 mgreene@lathrupvillage.org

Ship to Zip 48076-3489

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - Modified Dallas Dazzler Unit for 5-12 Year Olds	\$183,296.00	\$183,296.00
		(1) 3903 -- Hypentic Wheel 12" 2S		
		(1) 3904 -- Bells 20" 1S		
		(1) 3945 -- Rain 12" 2S		
		(1) 3949 -- Pachinko 20" 1S		
		(1) 3959 -- 3-in-A-Row 20" Sensor		
		(1) 3961 -- Buzz Game Sensor 20" one sided		
		(1) 3965 -- Rotogen Piano 20" Sensor with Adaptive		
		(11) 16701 -- Ada 49"Tri Punch Steel Dk		
		(2) 6284RP -- Aventus Entryway		
		(1) 6863RP -- Arise Climber		
		(1) 6864RP -- Aventus Tower Foundation		
		(2) 6865RP -- Inclusive Play Pocket		
		(2) 6866RP -- Aventus Tower Mesh Panel		
		(1) 6867RP -- Aventus Tower 12' Slide		
		(1) 6868RP -- Aventus Tower Mesh Panel		
		(1) 6869RP -- Arise Climber w/Cover		
		(1) 6870RP -- Inclusive Play Pocket (Tower)		
		(1) 6874RP -- Aventus Internal Climbing Wall		
		(6) 6880RP -- Aventus Talk Tube		
		(6) 6895RP -- Aventus Extensions		
		(2) 81680 -- Single Seat		
		(1) 81688 -- Therapeutic Rings Attch		
		(1) 90218 -- Rung Encl Mold S. Whl & Bar,Above Dk		
		(2) 90266 -- 8' Upright, Alum		
		(1) 90267 -- 9' Upright, Alum		
		(3) 90268 -- 10' Upright, Alum		
		(1) 90269 -- 11' Upright, Alum		
		(1) 90272 -- 14' Upright, Alum		
		(2) 90273 -- 15' Upright, Alum		



GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

08/21 Item 9B.  
 Quote #  
 106612-01-01

## 2024 Playground Proposal - Grant Check with Order

Quantity	Part #	Description	Unit Price	Amount
		(1) 90286 -- 8' Sky Hi Spiral Tube Slide, 30" Dia		
		(1) 91375 -- PS Sensory Wave Up & Around (3' & 3'		
		(1) 91457 -- Sensory Wave Entryway		
		(1) 91595 -- Composer		
		(1) 91604 -- HDPE Vertical Ladder 4'0"		
		(1) 91713 -- Modern Transfer w/Guard 2'-6" Rise		
		(1) 91739 -- Narrows Climber (3'-4'6")		
		(1) 91806 -- Communication Board		
		(1) 91827 -- 5" Upright Extension w/ Cap 5'		
		(5) 91832 -- 5" Upright Extension w/o Cap 8'		
		(1) 91846 -- 5" Upright Extension w/o Cap 7'		
		(2) G90268 -- 10' Upright, Galv		
		(5) G90270 -- 12' Upright, Galv		
		(2) G90272 -- 14' Upright, Galv		
1	RDU	GameTime - Swings with Seats	\$12,789.00	\$12,789.00
		(2) 5128 -- Expression Swing 3 1/2" X 8'		
		(1) 5165 -- Expression Swing w Adaptive Seat 3 1/2		
		(1) 12583 -- Ada Primetime Swing Frame, 3 1/2" Od		
		(2) 12584 -- Ada Primetime Swing Aab, 3 1/2" Od		
		(1) SS8558 -- 3 1/2" Zero-G Chair (5-12)-Stainless		
		(2) SS8910 -- Belt Seat 3 1/2" /8' W/Clevis		
1	6263	GameTime - Inclusive Whirl - Natural	\$18,633.00	\$18,633.00
3876	PIP	GT-Impax - Poured in Place Surfacing, 50% standard color / 50% black, 5.25" thick for a 12' CFH-  Price includes supply and installation of 8" crushed stone subbase to bring playground to grade of existing concrete walkway  Does NOT include site security while PIP material cures.	\$39.00	\$151,164.00
1	REMOVAL	Installation - Removal and disposal of existing equipment	\$8,750.00	\$8,750.00
4004	EXCAVATION	Installation - Excavation of existing surfacing and grassy area to a depth of 12" or until all EWF has been removed	\$2.75	\$11,011.00
254	CURB	Installation - Concrete curb along perimeter of proposed play area with keyway for PIP	\$60.00	\$15,240.00
40	CONCRETE	Installation - Furnish and install concrete access walkway from existing sidewalk to play area	\$20.00	\$800.00
1	INSTALL	Installation - Installation of GameTime equipment and Freenotes musical instruments- Price includes snow fencing around construction site, installation of Gametime equipment and Freenotes music instruments, and site restoration of areas disturbed due to construction.	\$82,500.00	\$82,500.00



GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

08/21/2024 Item 9B.  
 QUOTE #  
 106612-01-01

## 2024 Playground Proposal - Grant Check with Order

Quantity	Part #	Description	Unit Price	Amount
1	Freenotes Flowers Ensemble IG	Freenotes Harmony Park - Freenotes Flowers Inground Ensemble Collection	\$5,919.00	\$5,919.00
1	TREE-IG	Freenotes Harmony Park - Tenor Tree - (With Inground Mount Kit)	\$6,379.00	\$6,379.00
Contract: OMNIA #2017001134			<b>Sub Total</b>	\$496,481.00
			<b>Grant</b>	(\$93,616.83)
			<b>Freight</b>	\$3,000.00
			<b>Total</b>	<b>\$405,864.17</b>

**Comments**

Matching Grant Funds are available until October 25th, 2024 at 12PM EST **or** until Grant funds are no longer available. Approved grant application is required. To receive full grant funding, a check of \$136,399.16 **must be received at the time of order.**

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Shipment: Order shall ship within 12-14 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

NOTE: To qualify for the GameTime Grant, you must complete the application form for pre-approval. Upon approval, a Partial Matching Grant (reflected in the pricing shown above) is good toward the purchase of a new Powerscape, PrimeTime, XScope or Ionix Structure only. The order **MUST** be received no later than October 18th, with full payment to allow for processing, and your order will ship within 6-10 weeks from date of order placement. The Grant does not apply toward Freight, Freestanding Items, Surfacing or Installation. To qualify for the matching grant amount shown above, a check for the **full** amount **MUST** accompany your order.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

**NOTE:** PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.



GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

08/21 Item 9B.  
 Quote #  
 106612-01-01

## 2024 Playground Proposal - Grant Check with Order

**Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_

P.O. No: \_\_\_\_\_

**Please make P.O.s out to GameTime C/O Sinclair Recreation**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Purchase Amount: \$405,864.17

**REQUIRED ORDER INFORMATION:**

Bill To: \_\_\_\_\_

Ship To: \_\_\_\_\_

Contact: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

(For Accounts Payable)

(To call before delivery)

Email: \_\_\_\_\_

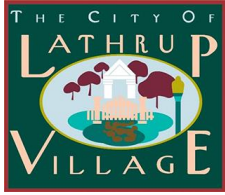
Email: \_\_\_\_\_

COLOR SELECTIONS: \_\_\_\_\_

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.





**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: November 18<sup>th</sup>, 2024  
RE: Lathrup Village Nature Group – Partnership Agreement

**Background Brief:** As the City has done with other groups this year, the Lathrup Village Nature Group (LVNG) is seeking to establish a partnership agreement with the City. This partnership would entitle LVNG free usage of City facilities in exchange for volunteer hours and event hosting as outlined in the enclosed agreement.

The proposed agreement is for the calendar year 2025 and would be subject to review and re-approval for the calendar year 2026.

**Previous Action:** 11-4-24 Study Session Discussion

**Economic Impact:** Limited. While the City could see a loss, specifically related to custodial and room monitoring costs (if deemed necessary), and no revenue to offset due to waving the fees, the City would have an indirect benefit of committed volunteer hours to assist with park maintenance and City programming.

**Recommendation:** It is my recommendation to approve the enclosed partnership agreement.

**Recommended Motion:**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the partnership agreement between the City of Lathrup Village and the Lathrup Village Nature Group with an expiration date of December 31<sup>st</sup>, 2025.

---

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



**Lathrup Village Nature Group Request for Partnership with the City of Lathrup Village**

To the City Council of Lathrup Village,

We respectfully submit to you our request for a Partnership with the City of Lathrup Village. Following is information about our overall purpose and our past and planned contributions to the City. We thank you kindly for your consideration.

**WHAT WE ARE**

Lathrup Village Nature Group (LVNG) is a group for like-minded people to discuss and simply enjoy the natural environment and cultivated gardens of Lathrup Village. We have a Facebook platform (Lathrup Village Nature Group, formed in March 2020) with about 270 members. Our Facebook group is very active and is a warm and welcoming environment for beginning and advanced gardeners. The platform also has many experts on a variety of subjects such as native plants, insects, garden design, pruning, trees, and more, who provide helpful information to members. We are planning to implement live meetings for the whole Group in 2025 to expand beyond just a Facebook group.

We have a Planning Committee of six (6) members who meet on a regular basis to formulate ideas and activities for the group. LVNG is a progressive garden group that is very much involved in sustainability, native plants, pollinators, organic growing techniques, vegetable gardening, and the natural environment, among other interests. We sponsored and produced the recent 2023 Garden Tour and the 2024 “Rock the Village” recognition of outstanding homes and gardens, both of which highlighted the beautiful neighborhoods of Lathrup Village.

Our Mission Statement is to encourage and support appreciation of and education about nature and the gardens of Lathrup Village.

LVNG is open to all people of Lathrup Village and outside of Lathrup Village. However, we do keep it Lathrup Village-focused.

**WHAT WE DO**

Besides the online platform, we have created and implemented the following for the City:

- Wrote an article about coyotes for the city.
- Presented Garden Tour Summer 2023.
- Hosted plant swap with DDA Spring 2024.
- Cleaned, weeded, and planted the Veteran’s Memorial Grove at City Hall in the Spring of 2024.
- Created a landscape plan and sourced plants for City Hall with DDA Beautification Spring 2024.
- Helped DDA Beautification to plant hanging baskets in Spring 2024.
- Presented “Rock the Village” Summer 2024 (home & garden excellence recognition).
- LVNG members installed the trees and shrubs at City Hall in Fall 2024 with DDA Beautification.

**PLANS FOR 2025**

- Manage the June 2025 Lathrup Village Garden Tour.
- Maintain the Prairie Garden by Goldengate NE at City Hall starting Spring 2025 (minimum 10 hours of maintenance).
- Maintain the Veteran’s Grove at City Hall (minimum 10 hours of maintenance).
- Present a seminar on a gardening/nature subject in the Community Room first quarter of 2025.

- Host three (3) live meetings in the Meeting Room at City Hall, topics to be determined.
- Partner with the DDA Beautification Committee to assist with hanging baskets.
- Host a Native plant sale at City Hall in Spring and possibly Fall.
- Collaborate with other groups in the City as needed/requested.

**OUR REQUESTS TO THE CITY**

The Lathrup Village Nature Group (LVNG) respectfully makes the following requests for the use of City Resources at no charge for our services to the City.

The use of the **Meeting Room three (3) times per year, M-Th only, after City Hall office hours.** We ask for a 3-hour time span which includes setup and cleanup. Usage is for LV Nature Group and open to all.

The use of the Community Room **one (1) time in the first quarter of 2025 after City Hall office hours, M-Th only.** We request a 4-hour time span to include set-up and cleanup and do not require kitchen facilities. Usage is for speaker presentations and is open to all. Light refreshments are to be provided by LVNG.

The Picnic Shelter **(2 times per year) Weekends (Saturday or Sunday) for activity TBD, 1x spring and 1x fall. 4 hours total including setup and cleanup.** Open to all.

**The use of the City Hall outside space (does not have to be a Gazebo or Picnic Shelter) for ticket sales of Garden Tour 2025 on Saturday, June 21, the day of the Tour from 9 am to 4 pm.** Open to all. We also request access to Public Restrooms in City Hall.

We respectfully ask that the **City promote our events** when scheduled, on the City website, email newsletter, and via banners/flyers (provided by LVNG).

Thank you kindly for your consideration and please advise with any questions or concerns you may have.

The Lathrup Village Nature Group.

**HOLD HARMLESS AGREEMENT**

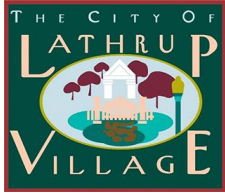
This Hold Harmless Agreement ("Agreement") is entered into as of August 19<sup>th</sup>, 2024, between The Lathrup Village Nature Group, hereinafter referred to as the "LVNG," and the City of Lathrup Village, located at 27400 Southfield Rd. Lathrup Village MI 48076 hereinafter referred to as the "City."

1. **Purpose:** LVNG and the City are entering into a collaborative effort for the purpose of community benefit.
2. **Hold Harmless Provision:** LVNG agrees to indemnify and hold harmless the City and its officers, employees, agents, and representatives (collectively, the "City Parties") from any and all claims, demands, suits, actions, liabilities, damages, losses, costs, and expenses, including attorney's fees (collectively, "Claims"), arising out of or in connection with LVNG activities, negligence, or breach of any obligation under this Agreement.
3. **Exceptions:** This indemnification obligation does not apply to Claims caused solely by the gross negligence or willful misconduct of the City Parties.
4. **Notice and Defense:** In the event of any Claim against the City Parties, LVNG agrees to promptly notify the City in writing. LVNG further agrees to assume the defense of such Claim, including the selection of legal counsel and shall keep the City reasonably informed of the progress of the defense.
5. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the state of Michigan, without regard to its conflict of law principles.

IN WITNESS WHEREOF, the parties hereto have executed this Hold Harmless Agreement as of the date first above written.

Lathrup Village Nature Group

\_\_\_\_\_  
Signature



**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: November 18<sup>th</sup>, 2024  
RE: Downtown Development Authority Appointments

**Background Brief:** Earlier this year the City Council updated the Downtown Development Authority ordinance to reflect the correct makeup of the board (8 members plus the Executive Director), the majority of which must have a business interest in the district. Based on the current makeup of the board, we have one seat to fill due to a recent board resignation.

City Staff has advertised this opening since August and believe we have enough applicants for the Council to consider.

**Previous Action:** 9-23-24 – Approved DDA Ordinance Update.

**Economic Impact:** N/A

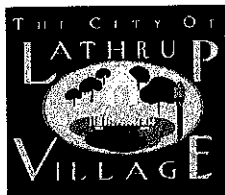
**Recommendation:** Recommendations for committee appointments come via the Mayor for consideration by the City Council.

**Recommended Motion:**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint \_\_\_\_\_  
to the Downtown Development Authority with a term ending on February 1, 2028.

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Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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**City of Lathrup Village**  
 27400 Southfield Road  
 Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

RECEIVED

Item 9D.

AUG 05 2024

City of Lathrup Village

**APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS**

Date of Application: 8-2-24

Please check the committee for which you are applying for:

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

Name: Lauren Beras

Address: 27450 Goldengate Dr. W., Lathrup Village 48076  
Street, City, State, Zip

Phone: 248-563-4461 Email: details@comcast.net

Are you at least 18 years of age: YES  NO

Are you a registered voter in Lathrup Village: YES  NO

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

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

Signature: Lauren M. Beras Date: 8-4-24

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

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

<b>Kelly Garrett</b> Mayor	<b>Bruce Kantor</b> Mayor Pro-Tem	<b>Jalen Jennings</b> Council Member	<b>Dalton Barksdale</b> Council Member	<b>Jason Hammond</b> Council Member
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RECEIVED

AUG 05 2024

Item 9D.

August 5, 2024

City of Lathrup Village

Dear DDA Board, Austin Colson, and Mike Greene:

I'm submitting my application and request to be considered for the DDA Board Member opening.

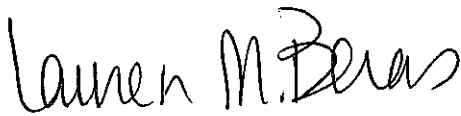
I have been actively going to city council meetings and (this year) the DDA meetings and I have been looking for a way to be more involved with our city.

I helped launch the Lathrup Village Music Festival in 2023 and we are looking forward to our 2<sup>nd</sup> annual festival this coming Saturday. I did this, as a gesture to draw the community together with an event that was as diverse as our audience. We definitely succeeded in our initial attempt and I feel strongly that it will just keep getting better. The DDA's sponsorship of this event meant we could actually make it happen.

This year, I found myself in an interesting position as both the DDA Director and Manager resigned. I had to pick up that ball and run with it if we were going to still have a festival. I did something I've never done before; I solicited sponsorships from small businesses, individuals, and large corporations. Guess what happened? I raised \$25,000 in four weeks. With the DDA's generous sponsorship, we found ourselves with \$35,000 to run a first class music festival.

This year's planning, has me looking at the future of Lathrup Village and how I might be a part of it. I hope you will consider my application. I would be honored to join the DDA team.

Sincerely,



Lauren M. Beras  
248-563-4461

# Lauren Beras

Lathrup Village, MI 48076  
248-563-4461 details@comcast.net

## PROFESSIONAL SUMMARY

Dynamic professional with a proven track record in event planning and retail management, notably at Lorla's. Excelled in optimizing e-commerce sales and spearheading the Northville Retailers Group, enhancing community engagement. Adept at fostering strong relationships with vendors, clients, and teams. Achieved significant growth for Details Party and Events through strategic marketing and meticulous coordination.

## SKILLS

- Client Relations
- Event Planning and Organizing
- Teamwork and Collaboration
- Organizational Development

## WORK HISTORY

### **FLEA MARKET MANAGER/ HANDCRAFTERS EVENT MANAGER** | 06/2023 to Current **Mercantile and Handcrafters - Detroit, MI**

#### **Flea Market:**

- Set up and breakdown Shed 5 at Eastern Market for Sunday Flea Market - 4x in the summer.
- Direct vendors to their booth locations.
- Troubleshoot throughout day as needed.
- Work as liaison between vendors and Shed 5 management.

#### **Handcrafters Market:**

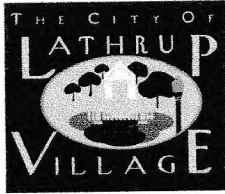
- Set up and breakdown the Handcrafters Market at Livonia Embassy Suites - Weekends 3x a year.
- Collect cash entry fee from attendees.
- Direct vendors to their booth locations.
- Troubleshoot throughout day as needed.

### **TRANSITION SPECIALIST** | 01/2023 to Current **Peace of Mind Living Solutions - Southfield, MI**

- Assist in transition of senior client's living situation.
- Pack and unpack client's personal possessions.
- Train new hires.

### **BOUTIQUE OWNER** | 10/2004 to 03/2021 **Lorla's - Northville, MI**

- Managed financial operations of boutique, ensuring accurate bookkeeping, timely payment processing, and great credit rating.
- Established strong relationships with vendors to negotiate favorable terms on orders.
- Monitored sales data to identify trends, optimize pricing strategy, and make informed decisions for future inventory purchases.
- Optimized website design and user experience for seamless online shopping, leading to increased e-commerce sales.



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

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: Aug. 2, 2024

Please check the committee for which you are applying for:

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

Name: Yolanda Arnold

Address: 27600 Goldengate Dr. W. Lathrup Vlg

Phone: 313-770-6308 Street, City, State, Zip Email: yocoa113@gmail.com

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

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

Signature: [Handwritten Signature] Date: 8/2/24

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

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

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



Yolanda Arnold  
27600 Goldengate Dr. W.  
Lathrup Vlg, MI 48076  
313-770-6308

August 7, 2024

City of Lathrup Village  
City Clerk- Alisa Emanuel  
Austin Colson – DDA Director

I am writing this to accompany my application for the DDA Board. I don't have a current resume but submit this letter in its stead.

I've lived in Lathrup Village since 2010 in a house that I own. I've been retired 10 years from my first job as Wayne County Probate Court Clerk. I volunteered part-time as a Prayer Counsellor at Providence Hospital for a few months before returning to the workforce in 2015 at a guardianship agency as their paralegal. I retired from that job in 2017 to spend more time with my mother.

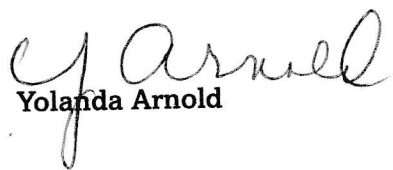
I have been a licensed Michigan realtor since the mid 2000's.

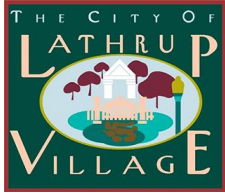
I've worked on the Election Board here in Lathrup Village under two city clerks and I was also a member of the Lathrup Village Homeowners Association before the pandemic.

Since then, I've joined the Board of Review and have been a member for two years now.

I, as a resident of the village, feel like I can offer information and opinions about our village from a residential point of view. Opinions that would be for the betterment of this community with a purpose and goal to improve on its appearance as well as the vitality and growth.

Thank you for taking the time to review my application and letter.

  
Yolanda Arnold



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

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 07/21/24

Please check the committee for which you are applying for:

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

Name: Brandon Wynn

Address: 18911 Bungalow Dr, Lathrup Village, Michigan 48076

Phone: 586-604-9544 Street, City, State, Zip treewardenwynn@gmail.com Email:

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

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

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

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

Signature: [Signature] Date: 07/21/2024

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

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

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

# Brandon D. Wynn

18911 Bungalow Drive  
Lathrup Village, MI 48076

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

LinkedIn: [www.linkedin.com/in/brandon-d-wynn](http://www.linkedin.com/in/brandon-d-wynn)

## Summary:

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

## Highlights:

Leadership Skills - Customer Service – Time Management – Detail Oriented – Event Planning - Tree Warden- Community Driven- Management Planning- Tree Inventory Management/Mapping

## Professional Experience:

### City of Birmingham (Birmingham, MI)

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

**Parks and Forestry: Technician** 01/2023-Present

Since starting with Birmingham, I have been involved with tasks including lawn care, tree and shrub trimming, planting flowers and trees, ground repair, street sign installation, pesticide application, irrigation repair, landscape design for new or improving areas, event set up and holiday lights. During my time with Birmingham, I obtained the required pesticide license and strived to attend every class and seminar I could for credit hours and new knowledge to use in the everyday work. I have taken an interest in the forestry part of the job with the trimming of trees and shrubs while always offering first to jump into the high ranger and to use all the equipment. In September 2023, I successfully obtained my ISA Certified Arborist certification taking the self-proclaimed title of “Tree Warden”. To expand on my forestry ambitions, I successfully added the ISA Municipal Specialist credential to my arborist inventory. With this specialist title, I add knowledge of internal and external municipal workings, including policy creation and enforcing, contract specifications, tree inventory, risk assessment and much more that benefits a municipality. I filled the lead role for the holiday light crew where I bring a combination of strategy and experience for completing the task of lighting the downtown area. Safety is a major responsibility I take very serious around low and high traffic areas. Comprising a new safety plan for high traffic zones was a major tool I used to maintain a safe and orderly work zone for my crew. I have been happy to be able to have my inputs and ideas executed with the tasks handed to me. I strive to have an open mind to bring new and improved ideas which adds character to the displays we put up for the residents. I am happy to feel, my work ethic and abilities are not over looked and knowing that I can be the go to person within the department for any tasks needed of me.



### City of Troy (Troy, MI)

Parks & Recreation; Weekend Supervisor

5/2018-08/2021

### City of Sterling Heights (Sterling Heights, MI)

Laborer Streets Department

11/2020-08/2021

### City of Oak Park (Oak Park, MI)

Recreation Field Supervisor

08/2023-11/2023

# Brandon D. Wynn

18911 Bungalow Drive  
Lathrup Village, MI 48076

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

LinkedIn: [www.linkedin.com/in/brandon-d-wynn](http://www.linkedin.com/in/brandon-d-wynn)

## City of Lathrup Village (Lathrup Village, MI)

Lathrup Village is the location of my home. Although, I have not worked for Lathrup Village on a compensation level, I strive to incorporate my professional work to help achieve new objectives for Lathrup. We moved to Lathrup Village in 2022 and since have been an active participant in the community. I put on community driven holiday displays that brings the community together. In 2023, I created Lathrup Village's first letters to Santa mailbox, where children and adults were able to deliver Christmas wish lists to be sent to North Pole. Each letter was responded to by Santa and personalized for each child. The community had great response to this new addition to our holiday display. In March of 2023, I was selected by the Mayor and approved by the Council to the inaugural Tree Committee. I was then elected as the Chair of the committee and hold that title currently. As Chair, I lead the monthly meetings, create minutes, discussion points and provide professional insight for each meeting. I was the leading drive to bring back the annual Arbor Day planting events and held our first one on April 27<sup>th</sup>, 2024 where we as a committee selected a River Birch to be planted. My goals for the committee is to push for the creation of an Urban Forest Master Plan which includes; creating and updating current and missing policy and ordinances for the city, create tree protection orders for construction zones, establish a tree inventory and installing a tree maintenance program. These are all long-term goals, but are vital to the sustainability of Lathrup's Urban Forest. With this role, I have had the pleasure of meeting and working with the city staff and administrators to begin these new goals. I have also been able to connect the other residents within the city and provide educational information and help to anyone in need. I created the Lathrup Village Tree Committee Facebook page where I provide industry information beneficial to trees and shrubs as well as an outlet for residents looking to reach out with questions or concerns regarding the city's Urban Forest.

### **Certifications;**

CDL A License with (N) Tanker Endorsement

ISA Certified Arborist: MI-4750AM

ISA Municipal Specialist

MDARD Commercial Pesticide Applicator: C003220278

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

NRA Instructor: #101000216089738 Certified Pistol/Personal Protection in the Home

### **Volunteering:**

- **WAHS 89.5** Avondale High Schools public radio station; DJ/Host, programmer, public relations, event planner
- **Lathrup Village Children Garden Committee:** With my background in ground keeping and knowledge in plant care, I joined this committee to help my community create new and improved features within the children garden located on the premises of the City of Lathrup Village City Hall on Southfield Rd
- **Letters to Santa** via the *North Pole Postal Service*, created 2023, allows families a fun experience of sending letters to the North Pole and receiving a written response from Santa.
- **Lathrup Village Tree Committee:** Joining the inaugural committee in March of 2024, I bring my professional experience to my home community to assist in community output and strategic planning on the city's future urban forestry program. I currently hold the Chair position on the committee



# The International Society of Arboriculture

Hereby Announces That

*Brandon Donald Wynn*

Has Earned the Credential

## ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council



Caitlyn Pollhan  
CEO & Executive Director

20 September 2023

31 December 2026

MI-4750A

Issue Date

Expiration Date

Certification Number



TM



ANSI National Accreditation Board

A C C R E D I T E D

ISO/IEC 17024

PERSONNEL CERTIFICATION  
BODY

#0847

ISA Certified Arborist



# The International Society of Arboriculture

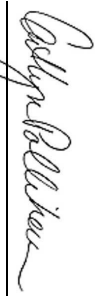
Hereby Announces That

*Brandon Donald Wynn*

Has Earned the Credential

## ISA Certified Arborist Municipal Specialist®

By successfully meeting ISA Certified Arborist Municipal Specialist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council



Caitlyn Pollihan  
CEO & Executive Director

4 May 2024	31 December 2026	MI-4750AM
Issue Date	Expiration Date	Certification Number



®



# Brandon D. Wynn

18911 Bungalow Drive  
Lathrup Village, MI 48076

email: treewardenwynn@gmail.com  
phone: (586) 604-9544

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July 21, 2024  
Lathrup Village DDA Board

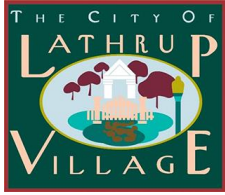
I am thrilled to apply for a potential position on the Lathrup Village Downtown Development Board, I am certain I have the right qualification and experience to fit the role perfectly and it would be an excellent opportunity to extend my network and skills.

I am currently the Parks and Forestry Technician for the City of Birmingham in the Department of Public Service. I have been in multiple roles in many municipalities. I started my career as a seasonal laborer for the City of Troy in the Parks department. I spend 4 years with Troy and move into the seasonal supervisor role at the beginning of my third year. I was entrusted with leading a crew with daily job assignments and execution for maintaining city parks and properties within the 33.63 square miles of the city. I also spend some time with the City of Sterling Heights in the streets department and City of Oak Park in the recreation department. I transitioned into my current role at the City of Birmingham in August of 2021. I joined Birmingham as an operator and within my first year was promoted to Technician which I currently hold. With Birmingham, I have been appointed to jobs such as, tree trimming and care, lawn maintenance, fertilizing, irrigation repair and installation, pesticide application, landscape design, as well as many other jobs throughout the city limits. My biggest task assigned to me has been the holiday light display with maintaining the crew provided and improving the display that lights downtown Birmingham. I am involved heavily in the forestry management side of the city with site plan reviews and tree evaluation and inventory technology. We strive to evolve and improve the Urban Forest of Birmingham and I am very community driven for connecting and educating the public to help with our process. I currently hold a CDL A license with Tanker Endorsement and MDARD Commercial Pesticide Applicator license. In September of 2023, I obtained my ISA certified Arborist license and added the ISA Municipal Specialist credential to my inventory. In my role as municipal arborist, I bring my eagerness for education for the public as well as my own. I have strived to be involved in every project and aspect within the public service department. I am actively pursuing the Tree Care Industry Association (TCIA)'s 'Certified Tree Care Professional' credential to expand on my growing knowledge of tree work within municipalities and interactions with the public.

Aside from work, in March of 2024, I was selected to the Lathrup Village Tree Committee where I was elected Chair. This public role was a major step in my professional career and excited to aid in the development of a forestry program within the City of Lathrup Village. I have vast experience in problem solving at and away from work sites and also handling complaints from the public. I am also excited to interact with the public and receive and provide feedback on current and future plans and goals of the city. I am able to work on projects alone and within a group, with also working amongst other department heads on collaboration projects. I know, with my experience and personality, I can provide new and improved ideas for current and future projects for the City of Lathrup Village and help evolve existing programs for future generations.

Thank you for your consideration. I look forward to hearing from you soon.

Sincerely, BRANDON WYNN



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

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 10/22/2024

Please check the committee for which you are applying for:

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

Name: Alex Green IV

Address: 26711 Southfield Rd., Ste. 101, Lathrup Village, MI 48076-4544

Phone: (248) 250-1296 Street, City, State, Zip Email: alex.green.iv@gmail.com

- Are you at least 18 years of age: YES [checked] NO [ ]
Are you a registered voter in Lathrup Village: YES [ ] NO [checked] Not a resident of the City of Lathrup Village
Have you been a resident of Lathrup Village for 1+ years: YES [ ] NO [checked] A commercial property/business owner in the City of Lathrup Village for approx. 28 years.

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

Signature: Alex Green IV Digitally signed by Alex Green IV Date: 2024.10.22 13:10:42 -04'00' Date: 10/22/2024

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

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

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



## ALEX GREEN IV

248.250.1296 | alex@alexgreenivpllc.com

### EDUCATION

#### **Wayne State University**, Detroit, MI

Master of Arts in Dispute Resolution, May 2021 (GPA: 4.0)

Scholarships: Stanley H. Marx Endowed Scholarship

#### **University of Detroit Mercy School of Law**, Detroit, MI

Juris Doctor, December 2017 (GPA: 3.33)

Law Review: Junior Member

Moot Court: Junior Member

Awards: Dean's List, Veterans' Law Clinic Book Award

Scholarships: Dean's Scholarship, Presidential Scholarship, Beverley Ann Jasper

Activities: Black Law Students' Association, President, Secretary

#### **Columbia University**, New York, NY

Bachelor of Arts, May 2006

Awards: King's Crown Leadership, Silver Pin Recipient

Activities: Office of Residential Programs, Resident Advisor

Columbia College Student Council, Student Services Representative

Black Students' Organization, Vice-President, Treasurer, Secretary

Activities Board at Columbia, Representative

#### **Supreme Court Administrative Office (SCAO) - approved Civil Mediator** (Oakland, Wayne, Livingston, and Genesee Counties)

### LEGAL EXPERIENCE

#### **Alex Green IV, PLLC**, Lathrup Village, MI

*Attorney-at-Law*, October 15, 2021-Present

- Represented private clients in probate, estates and trusts, landlord/tenant, real property, municipal, and contracts matters
- Provided clients with legal advice on the best strategies to achieve their objectives
- Drafted complaints, motions, orders, case evaluation and mediation summaries, and other filings before appearing for hearings
- Conducted depositions and engaged in discovery in preparation for trial

#### **Kitch Drutchas Wagner Valitutti & Sherbrook, P.C.**, Mt. Clemens, MI

*Associate Attorney*, February 1, 2021 – October 15, 2021

- Practiced personal injury and no-fault insurance defense for Farmers Insurance Exchange as the assigned insurer for the Michigan Assigned Claims Plan (MACP) administered by the Michigan Automobile Insurance Placement Facility (MAIPF)
- Reviewed and summarized claim file materials in connection with applications for personal injury protection (PIP) benefits; redacted confidential and privileged content and created privilege logs
- Prepared and appeared for hearings on dispositive and non-dispositive motions
- Conducted depositions and examinations under oath
- Interacted with insurance adjusters on initial litigation plans and to provide updates on open files/ongoing lawsuits

#### **Mediation Tribunal Association, Inc.**, Detroit, MI

*Staff Attorney*, November 2018-January 31, 2021

- Drafted pleadings including Summons, Complaints, Ex-Parte Motions, Proofs of Service, Orders of Dismissal and Orders to Show Cause in preparation for debt collection litigation
- Interfaced with Tribunal staff as well as attorneys and their law firms regarding case evaluation fees
- Prepared letters to attorneys and their law firms clarifying the Michigan Court Rule under which the Tribunal is authorized to charge case evaluation and mediation fees and to seek court intervention to recover unpaid fees
- Worked with the in-house accountant to reconcile outstanding invoices and billings

#### **Mungo & Mungo at Law, PLLC**, Bingham Farms, MI

*Document Reviewer*, October 2018-October 2018

- Performed a very short-term document review/e-discovery project for a solo-practice attorney specializing in civil rights and employment law

- Used various search criteria to mine for data in PDFs and Word documents to compile in a table, spreadsheet, or chart to determine the frequency of the occurrence or non-occurrence of an event to a statistically significant level in preparation for pending litigation

**Strategic Legal Solutions (DiscoverReady), Novi, MI**  
*Document Reviewer, May 2018-June 2018*

- Use electronic discovery (e-discovery) and documentation review software including Relativity 9.0 and Recommind Axcelerate 5 to search e-mails, letters, marketing and advertisement material, charts and reports, internal and external memoranda, personnel manuals, and other literature for relevant and responsive language or topics
- Perform first and second pass reviews on most projects and completed quality control to enhance coding accuracy
- Learn methods to open and view documents that had corrupt, unreadable/illegible, or oddly formatted content

**The Darren Findling Law Firm (The Probate Pro/Quiet Title.com), Royal Oak, MI**  
*Law Clerk, May 2017-November 2017*

- Worked on special projects including follow-up with new clients on completing and signing of paperwork for filing with the court to open new probate estates, closed-out files by preparing a final account, a Sworn Statement to Close, a final summary of administration, a Receipt of Distributive Share, a Settlement Statement, and an Amended Inventory
- Managed open probate administration files to remain current on required documents: Acceptance of Appointment, Annual Report of Guardian, Annual Accounts, Notice of Continued Administration, Letters of Authority, Proof of Restricted Annual Account Verification, Notice of Hearing, and Petition to Use Funds
- Filed Petitions, Motions, Complaints, Summons, Answers, and Settlement Agreements

**United States District Court for the Eastern District of Michigan, Detroit, MI**  
*Judicial Intern to the Hon. David M. Lawson, May 2016-August 2016*

- Researched and drafted legal memoranda on employment, due process, and civil rights claims
- Observed bench trials, jury trials, motions, and conferences

**BUSINESS EXPERIENCE**

**Alex Green III & Associates, Lathrup Village, MI**  
*Co-Owner/Manager, May 2010-Present*

- Manage a small, family-owned and operated business that offers tax preparation services and also has primarily commercial real estate holdings for rent in Detroit, Southfield, and Lathrup Village
- Conduct interviews and on-site visits to rental properties for potential occupants, prepare lease agreements, maintain rental accounts, and initiate eviction proceedings and civil cases for nonpayment of rent
- Interact with state, city, and private agencies to audit and review the status of utility bills, property taxes, insurance, and inspection fees for rental properties and establish an accurate accounting record of all monies owed and paid
- Communicate with contractors and vendors to request proposals and receive goods and services provided, including architectural drawings, installation of business fixtures, and renovation and routine maintenance of building structure for rental properties

**ADMISSIONS/MEMBERSHIPS**

<b>American Bar Association (ABA)</b>	Member, 2020-2024
<b>ABA Dispute Resolution Section</b>	Member, 2020-2024
	<i>Diversity Committee Fellow, 2020-2021, 2021-2022</i>
<b>Detroit Bar Association (DBA)</b>	Member, 2020-2024
<b>National Bar Association (NBA)</b>	Member, 2020-2024
<b>Oakland County Bar Association (OCBA)</b>	Member, 2020-2024
<b>Wolverine Bar Association (WBA)</b>	Member, 2020-2024
<b>State Bar of Michigan (SBM)</b>	Member, P82657 (July 24, 2018)
SBM 2020-2024 Practice Section Memberships (Alternative Dispute Resolution, Business, Family, Insurance and Indemnity, Labor and Employment, Negligence, Probate & Estate Planning, Real Property, Solo & Small Firm)	

**PUBLICATIONS**

Green IV, A., 2021. *Minorities in ADR: The Invisible Class*. [online] Just Resolutions - American Bar Association Dispute Resolution Section. Available at: <<https://www.americanbar.org/content/dam/aba/publications/just-resolutions/january-2021/green-minority-adr-neutrals-the-invisible-class.pdf>> [Accessed 15 March 2021].

Green IV, A., Bernstein, D., Gillespie, T. and Rigato-Piekarski, J., 2021. *How You Can Help Increase the Selection of Diverse Neutrals*. [online] americanbar.org. Available at: <<https://www.americanbar.org/content/dam/aba/publications/just-resolutions/january-2021/green-how-you-can-help-increase-selection-of-diverse-neutrals.pdf>> [Accessed 15 March 2021].