



City Council Regular Meeting Agenda

Updated 11.22.2021

Monday, November 22, 2021 at 7:00 PM
27400 Southfield Rd, Lathrup Village, MI
Remote Meeting via Zoom

ZOOM REMOTE MEETING INFORMATION

Webinar ID: 546 088 3579

Password: LV2021

CLICK HERE: [Online Link](#)

<https://us06web.zoom.us/j/5460883579?pwd=ejVINGVVS0ZKZU83Q1FTTjRNdDlxQT09>

Telephone: 646.558.8656 or 312.626.6799 | **Meeting ID:** 546 088 3579 | **Passcode:** 430069

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

In accordance with Emergency Orders issued by local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting electronically using www.Zoom.us for videoconference and public access.

1. **Call to Order of 2019-2021 City Council** by Mayor Garrett *(in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).*
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Presentations** - Rep. Kyra Harris Bolden
5. **Officials' Comments and Reports**
6. **Motion - Adjournment Sine Die of 2019-2021 Council**
7. **Call to Order of 2021-2023 City Council** by City Clerk Yvette Talley
8. **Clerk Announces Elections Results and Administers Oath of Office**
9. **Election of Mayor**
 - [A.](#) Election of Mayor by Ballot
10. **Election of Mayor Pro Tem**
 - A. Election of Mayor Pro Tem by Ballot

11. **Oath of Office for Mayor and Mayor Pro Tem**

12. **Call to Order** by Mayor

13. **Roll Call**

14. **Approval of Agenda**

15. **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

- Study Session Minutes - October 18, 2021
- Special City Council Meeting Minutes - November 1, 2021

16. **Disbursement Reports for Month of October 2021**

OCTOBER DISBURSEMENTS W/ SALARY INCLUDED			
FUND 101	GENERAL FUND	\$	489,748.53
FUND 202	MAJOR ROADS	\$	29,196.66
FUND 203	LOCAL ROADS	\$	29,196.66
FUND 258	CAPITAL FUND	\$	-
FUND 494	DOWNTOWN DEV. AUTH	\$	33,453.43
FUND 592	WATER & SEW	\$	148,974.93
TOTAL DISBURSEMENTS		\$	730,570.21

A.

17. **Department Reports**

A. DDA Report - Oct/Nov 2021

B. Police Department Monthly Reports

C. Police Departments Monthly Reports

D. Residential Code Enforcement Report – October 2021

E. Code Enforcement Report - October 2021

F. Building Dept. Report - Oct. 2021

18. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)
19. **Public Hearings**
 - [A.](#) Public Hearing – Community Development Block Grant – Program Year 2022
 - [B.](#) HAVEN – CDBG (written public comment)
20. **Action Requests - For Consideration / Approval**
 - [A.](#) Community Development Block Grant (CDBG) – Application Program Year 2022
 - [B.](#) RFP Responses for Real Estate Professional Services for House in Woods Property
 - [C.](#) Professional Services Contract with Hubbell, Roth & Clark -Environmental Engineering Services for MS4 & Stormwater Permit Requirements
 - [D.](#) 1st Reading – Amendment to Stormwater Management Ordinance – Chapter 30. Article II
21. **City Administrator Report**
 - [A.](#) City Administrator Report - Nov. 22, 2021
22. **City Attorney Report**
23. **Reports of Boards, Commissions, and Committees**
24. **Unfinished / New Business**
25. **Public Comment**
26. **Mayor and Council Comments**
27. **Adjourn**



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

RE: Election of Mayor and Mayor Pro Tem by Ballot

According to the City Charter:

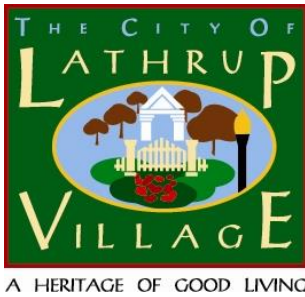
Section 3.4. Election of Mayor; Mayor Pro Tem.:

The Council shall, at its first meeting following each city election, and after the newly elected members take office, elect one of its members to serve as Mayor and one to serve as Mayor Pro Tem., both for a term expiring at the first Council meeting following each regular city election when the election of a Mayor and Mayor Pro Tem. shall be completed as hereinafter provided. Such election shall be by written ballot and by majority vote of the members of the Council in office at the time. Provided, however, each officer shall continue in office until his successor has been selected and sworn in.

In the event of absence or disability of both the Mayor and Mayor Pro Tem., the Council may designate another of its members to serve as Acting Mayor during such absence or disability.

Suggested Motion:

1. **Motion to NOMINATE _____ as Mayor (Pro Tem); with Second**
Ballots distributed, collected and results cast are read aloud for the record
2. **Motion to APPOINT _____ as Mayor (Pro Tem); with Second**
Roll Call Vote



City Council Study Session

DRAFT Minutes

Monday, October 18, 2021 at 7:00 PM
Remote Meeting via Zoom

In accordance with Emergency Orders issued by local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting electronically using www.Zoom.us for videoconference and public access.

1. **Call to Order** by Mayor Pro Tem Kantor (in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).

Meeting was called to order by Mayor Pro Tem Kantor at 7:07 p.m.

Present: Mayor Pro Tem Bruce Kantor

Council members present: Ian Ferguson, Dawn Medley and Saleem Siddiqi

Mayor Garrett – Excused

All City Council members announced that they are in Lathrup Village, Michigan – Oakland County. Bruce Kantor is located in Las Vegas, NV – Clark County. Dawn Medley is located in Setauket, NY – Suffolk County.

Present: City Administrator, Dr. Sheryl L. Mitchell Theriot, City Administrator/Treasurer, Pamela Bratschi, City Attorney, Scott Baker, Police Chief, Scott McKee, Director, Community and Economic Development/DDA, Susie Stec, Government Services, Kelda London and City Clerk, Yvette Talley

2. Discussion Items

- A. Cannabis – Scoring/Application Process
- B. Resolution Establishing Cannabis application period
- C. Resolution Establishing Cannabis application and scoring criteria

Discussion:

Side street parking - there have been conversations with road commission, planners and city engineers and discussed design standards with approval from Oakland County. Discussion of what the total allowable points could be. Placing a limit on points for building improvements, insurance while applying, market analysis, define terms and limits on points- will have further discussion.

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION OCTOBER 18, 2021

Community benefits, applicants will outline their plan on how they will contribute. Scott Baker stated he will have a draft of the Cannabis – Scoring/Application process for October 28 City Council meeting.

Discussion of the Capital Improvement Plan survey findings(34 people) were split between parks recreation and infrastructure.

D. Staff Re-organization – Director, Building Department – Discussion

Dr. Sheryl Mitchell Theriot gave an overview and answered specific questions. Due to the resignation of the Recreation Manager, there will be reorganization that will split job duties with Cori Dahl will take on the responsibilities for special events. Rami Sweidan will take on the responsibilities for maintenance of building & grounds and will continue to do code enforcement as well. There are upcoming meetings scheduled with the City of Southfield Recreation and SMART as to how transportation can be provided to various programs. Creating promotional opportunities helps keep the talent that we have invested in.

E. Indigenous Peoples Day – Observance 2nd Monday in October

Dr. Sheryl Mitchell Theriot gave an overview and answered specific questions.

Discussion of Indigenous Peoples Day if it should be a city holiday. Dr. Mitchell Theriot will do a survey on how we compare to other municipalities.

3. Mayor and Council Comments

Council member Ferguson stated – low lying area on Red River there is pool of water. Will ask City Engineer to take a look at it to get it resolved. Questions regarding San Rosa plan for leaf clean-up and other services. San Rosa & Wiltshire will be repaved next summer. Temporary asphalt will be put down in the interim.

Mayor Pro Tem Kantor – raising curb westbound entrance off 696/11Mile. Culvert assessing throughout the city – City Engineer will take the lead on this matter. Code enforcement should check on residents filling in culverts – following through with citations or permits. Discussion of a Police Department holding cell.

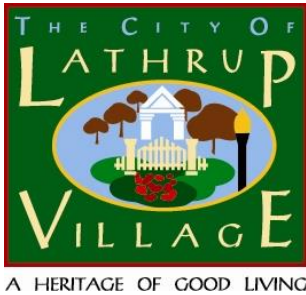
4. Public Comments

Howard Luckoff – 2977 Telegraph- New Standard cannabis facility – concerns of scoring matrix as it relates to community benefits.

CITY OF LATHRUP VILLAGE CITY COUNCIL STUDY SESSION OCTOBER 18, 2021

Adjourned:

Meeting adjourned at 6:51 p.m.



City Council Special Meeting **DRAFT** Meeting Minutes

Monday, November 1, 2021 at 6:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

In accordance with Emergency Orders issued local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's City Council will be meeting in person and electronically using www.Zoom.us for videoconference and public access.

- 1. Call to Order** by Mayor Pro Tem Kantor (in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).

Mary Pro Tem Kantor called the Special City Council meeting to order at 6:00 p.m.

- 2. Roll Call**

Present: Mayor Pro Tem Bruce Kantor

Council members Present: Ian Ferguson, Dawn Medley and Saleem Siddiqi

All City Council members announced they are in Lathrup Village, Michigan – Oakland County except

Council member Dawn Medley located in Setauket, NY-Suffolk County

Present: City Administrator, Dr. Sheryl L. Mitchell Theriot, Asst. City Administrator/Treasurer, Pamela

Bratschi, City Attorney, Scott Baker, Police Chief, Scott McKee, Director, Community and Economic

Development/DDA, Susie Stec, Government Services, Kelda London and City Clerk, Yvette Talley

Others Present: Ashley Frase and Alicia Watkins from Plante Moran

- 3. Pledge of Allegiance**

- 4. Approval of Agenda**

Motion by Council member Siddiqi, seconded by Council member Ferguson to approve the Agenda.

Yes: Ferguson, Kantor, Medley, Siddiqi

No: None

Motion carried.

CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING NOVEMBER 1, 2021

Motion to Excuse Mayor Garrett

Motion by Council member Ferguson, seconded by Council member Siddiqi to excuse Mayor Kelly Garrett from this meeting.

Ayes: Ferguson, Kantor, Medley, Siddiqi

No: None

Motion carried.

5. Public Comments for Items on the Agenda (Speakers are limited to 3 minutes)

Howard Luckoff from New Standard – He has concerns about the scoring criteria.

Lawrence Levy – has been a business owner in Lathrup Village for 20 years stated there should be scoring criteria for commercial and residential property owners.

Martha Moore, 28050 Red River Dr. N. – Why is the Cannabis issue being rushed? She's opposed to Cannabis in Lathrup Village.

6. Action Requests - For Consideration / Approval

A. Acceptance of Fiscal Year 2020/2021 Audit

Ashley Frase and Alicia Watkins – Plante Moran gave an overview and answered specific questions.

Motion by Council member Siddiqi, seconded by Council member Medley to accept the Fiscal Year 2020-2021 Audit as presented by Plante Moran.

Ayes: Ferguson, Kantor, Medley, Siddiqi

Nays: None

Motion carried.

B. Resolution Establishing Cannabis Application and Scoring Criteria

Scott Baker, City Attorney gave an overview and answered specific questions.

Discussed requirements for the scoring criteria.

CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING NOVEMBER 1, 2021

Council member Medley discussed side street parking lots, creating parking for another business why so many points for parking. Scott Baker said parking and the lack there of is a huge need for the city. Can we consider giving the same benefit to residents and commercial businesses. Add verbiage to say 25% of business owners has a primary and/or own property in Lathrup Village.

Council member Siddiqi asked about community benefits or partial points. There will be no partial points. Compliance will be done by a special land use component and conditions will be put into the agreement.

Mayor Pro Tem stated award women and minority owned businesses - the State of Michigan's certification will certify 51% we will award the points based on the State of Michigan's certification. Discussed the process and conceptual timeline.

Motion by Council member Medley, seconded by Council member Ferguson to accept establishing Cannabis application and scoring criteria with changes .

Ayes: Ferguson, Kantor, Medley, Siddiqi

Nays: None

Motion carried.

C. Resolution Establishing the Initial Cannabis Business License Application Period

Scott Baker – City Attorney gave an overview and answered specific questions. Proposing a 30-day application period January 3, 2022 – February 1, 2022.

Motion by Council member Siddiqi, seconded by Council member Ferguson to accept establishing initial cannabis business license application period.

Ayes: Ferguson, Kantor, Medley, Siddiqi

Nays: None

Motion carried.

7. Public Comment

Lawrence Levy – thanked everyone for being available.

CITY OF LATHRUP VILLAGE SPECIAL CITY COUNCIL MEETING NOVEMBER 1, 2021

8. Mayor and Council Comments

Council member Ferguson discussed a blighted home that had an occupant so he contacted Southfield code enforcement. The owner repaired the home and the Lathrup Village resident is pleased. He thanked the Jill Bahm – Giffels staff for her assistance over the years.

Dawn Medley stated the cannabis process was not rushed. There have been a lot of hard work and thought put into the process and keeping the best interest of the city first. Thanked everyone who participated in the process. Tomorrow is Election Day polls open at 7:00 a.m. – 8:00 p.m.

Mayor Pro Tem Kantor – trash truck was in the middle of the street and blocked in a resident. They should stay on one side of the street.

9. Adjourn- 7:58 p.m.

Motion by Council member Siddiqi, seconded by Council member Ferguson to adjourn this meeting.

Ayes: Ferguson, Kantor, Medley, Siddiqi

No: None

Motion carried.

Mayor Pro Tem- Bruce Kantor

Yvette Talley, City Clerk

Memorandum

To: Mayor and City Council

From: Pamela Bratschi, Treasurer/Assistant City Administrator

Date: November 17, 2021

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of October 2021.

MOTION:

To approve the Monthly Disbursements for the month of October 2021 as:

OCTOBER DISBURSEMENTS W/ SALARY INCLUDED			
FUND 101	GENERAL FUND	\$	489,748.53
FUND 202	MAJOR ROADS	\$	29,196.66
FUND 203	LOCAL ROADS	\$	29,196.66
FUND 258	CAPITAL FUND	\$	-
FUND 494	DOWNTOWN DEV. AUTH	\$	33,453.43
FUND 592	WATER & SEW	\$	148,974.93
TOTAL DISBURSEMENTS		\$	730,570.21

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 10/16/2021-10/31/2021

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$17,563.96	Bratschi, London, Mitchell Talley, Thornhill, Simpson, Sweidan
DDA	\$6,016.58	Stec, Dahl, Sweidan
Bldg Mnt	\$0.00	
Police	\$32,476.82	Becker, Button, Carmack, Gijsbers, Huston, Hutson, Knoll,Lask,Lawrence, McKee, Roberts, Tackett, Zang
DPS	\$0.00	
Water	\$473.39	Mitchell
Recreation	\$0.00	

Total Gross \$56,530.75

Deductions \$20,906.57

Net Payroll \$35,624.18

* Fund Totals Include Gross Payroll

General Fund	\$437,593.09
Major Road Fund	\$29,196.66
Local Road Fund	\$29,196.66
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$27,586.85
Water & Sewer Fund	\$148,501.54
Total	\$672,074.80

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-206.000	TAX OVERAGE REFUND	HENRY GEE	REFUND FOR OVERPAYMENT ON SUMMER TAX	1,167.44	45942
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	11.25	45897
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS. GF	POLICE OFFICERS GROUP BILLING	56.34	45904
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	VELO LAW OFFICE	WRIT FOR GARNISHMENT	422.52	45911
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	87.38	45926
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	MICHIGAN ST. DISBURSEMENT	CHILD SUPPORT	11.25	45946
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	VELO LAW OFFICE	WRIT FOR GARNISHMENT	460.00	45968
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CHELA BAKER	DEPOSIT REFUND	300.00	45882
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	GERI RINSCHLER	DEPOSIT REFUND	100.00	45890
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ERIKA BUTLER	DEPOSIT REFUND	300.00	45939
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. OF	COMMAND OFFICERS DUES FOR OCTOBER	127.68	45915
101-000.000-246.000	POLICE UNION DUES	POLICE OFFICERS ASSOC.	POLICE OFFICERS DUES FOR THE MONTH OF C	957.60	45919
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	ICMA DEF COMP 457	4,287.67	45892
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	ICMA RETIREMENT TRUST-457	300179 FOR 457 PLAN	5,418.34	45943
Total For Dept 000.000				13,707.47	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	QUARTERLY CONTRIBUTION	4.72	45896
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	136.44	45874
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	NSP SPECIAL SHIPPING	4.95	45907
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	NSP SPECIAL FLUORESCENT YELLO	20.21	45907
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	HP 410A TONER	358.58	45907
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	47.56	45920
101-100.000-726.000	OFFICE SUPPLIES	PINE STATE ENTERPRISES, IN	NAME BADGES	51.50	45954
101-100.000-726.000	OFFICE SUPPLIES	STAPLES	BLACK TONER	109.38	45961
101-100.000-732.000	CODE ENFORCEMENT	EXCELL SNOW & TURF MAINTEN	LAWN MAINTENANCE	160.00	45888
101-100.000-732.000	CODE ENFORCEMENT	EXCELL SNOW & TURF MAINTEN	LAWN MAINTENANCE	200.00	45888
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	159.00	45934
101-100.000-803.000	MEMBERSHIPS & MEETINGS	SEMCOG	ANNUAL MEMBERSHIP DUES	803.00	45956
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING INSPECTION	4,457.00	45895
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	TRADE INSPECTIONS	1,814.80	45895
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	PROGRAMMING	3,659.58	45872
101-100.000-805.000	CABLE TELEVISION	COMCAST	INTERNET	73.45	45885
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	PROGRAMMING	4,463.00	45933
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	525.00	45884
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	1,000.00	45972
101-100.000-822.000	TRAINING	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	1,037.91	45934
101-100.000-832.000	CITIZEN COMMUNICATION/PR	OAKLAND SCHOOLS	NEWS LETTER	2,860.00	45952
101-100.000-848.000	GOVERNMENT OPERATIONS	MUNETRIX LLC	RENEWAL	4,059.00	45898
101-100.000-848.000	GOVERNMENT OPERATIONS	POINT & PAY	MONTHLY SET UP FEE	50.00	45903
101-100.000-848.000	GOVERNMENT OPERATIONS	ZIP ETC.INC.	PRINTING	592.00	45921
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	118.21	45934
101-100.000-848.000	GOVERNMENT OPERATIONS	GRAPHIC SCIENCES, INC	SCANNING SERVICES	3,424.23	45941
101-100.000-848.000	GOVERNMENT OPERATIONS	POINT & PAY	MONTHLY SET UP FEE	50.00	45955
101-100.000-848.001	TECHNOLOGY	BS & A SOFTWARE	SPECIAL ASSESSMENT TRAINING	850.00	45880
101-100.000-848.001	TECHNOLOGY	BS & A SOFTWARE	PERMIT APPLICATION SERVICE FEE	140.00	45932
101-100.000-850.000	TELEPHONE EXPENDITURES	COMCAST	INTERNET	117.53	45885
101-100.000-850.000	TELEPHONE EXPENDITURES	WINDSTREAM	MONTHLY CHARGES	754.79	45912
101-100.000-850.000	TELEPHONE EXPENDITURES	WINDSTREAM	MONTHLY CHARGE	411.96	45912
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY CHARGES	186.43	45969
101-100.000-860.000	VEHICLE EXPENSE	SHERYL MITCHELL THERIOT	MONTHLY VEHICLE ALLOWANCE	400.00	45957
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	ADVERTISEMENT	296.00	4

11/17/2021 03:12 PM

User: PAM

DB: Lathrup

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE

EXP CHECK RUN DATES 10/01/2021 - 10/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 2/8

Item 16A.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-901.000	POSTAGE FEES	FEDEX	SHIPMENT	14.75	45889
Total For Dept 100.000 GOVERNMENT SERVICES				33,410.98	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803046	HEALTH SAVINGS 803046 FOR RHS PLAN	256.83	45909
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	4,657.43	45929
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	COVERAGE PERIOD: 11/1/21 - 11/30/21	448.56	45930
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	NOVEMBER PREMIUM	202.64	45960
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC 803046	FOR RHS PLAN	280.63	45967
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	PROFESSIONAL SERVICES	2,047.50	45877
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	LEGAL FOR AUG 1 - AUG 31, 2021	2,210.00	45913
101-101.000-718.000	ELECTIONS	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	9.48	45874
101-101.000-718.000	ELECTIONS	ANGELA BRUNKE	PAYROLL	1,100.75	45875
101-101.000-718.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	812.25	45905
101-101.000-718.000	ELECTIONS	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	21.18	45934
101-101.000-718.000	ELECTIONS	OFFICE MANAGEMENT & CONSUMERS ENERGY	PRE TESTING OF VOTING MACHINES	1,285.00	45953
101-101.000-718.000	ELECTIONS	STRAIGHT FROM THE HEART CAFE	ELECTION INSPECTORS MEAL FOR NOV 2 ELEI	180.00	45962
101-101.000-718.000	ELECTIONS	WILLIE WESLEY	VIRTUAL CLASS FOR E-POLL BOOK	200.00	45970
101-101.000-718.000	ELECTIONS	ANGELA BRUNKE	ELECTION SPECIALIST	2,210.17	45971
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	PROFESSIONAL SERVICE	2,500.00	45877
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL SERVICES	2,535.00	45877
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	LEGAL FOR AUG 1 - AUG 31, 2021	4,840.00	45913
Total For Dept 101.000 ADMINISTRATION				25,797.42	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES 10/1 - 10/15/2021	538.43	45884
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	45897
101-201.000-702.000	SALARIES PART-TIME	AFLAC	AFLAC INSURANCE	71.64	45926
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES 10/15/21 TO 10/31/21	538.43	45938
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMENT	SPOUSAL SUPPORT	649.75	45946
101-201.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE	WATER BILL	2,866.72	45883
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	MONTHLY GAS CHARGES	131.90	45886
101-201.000-920.000	UTILITIES	DTE ENERGY	SERVICE AUG 28 - SEPT 28, 2021	2,267.04	45916
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CLIFTON GRANT	PROPERTY MAINTENANCE AND CARPET CLEANIN	40.00	45884
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CLIFTON GRANT	SANITIZING CITY HALL 10/1 - 10-15/2021	252.00	45884
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	MAINTENANCE PERIOD: 10/1/21 - 10/31/21	215.00	45894
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	NICHOLS PAPER & SUPPLY CO	PAPER TOWEL	234.54	45899
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	TOWN LOCKSMITH	REKEY	203.25	45908
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ALLIED BUILDING SERVICES (	BUILDING MAINTENANCE	1,680.00	45927
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	110.10	45934
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CLIFTON GRANT	SANITIZING CITY HALL	252.00	45938
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH CO.INC	PEST MAINTENANCE SERVICE	49.00	45944
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH CO.INC	PEST MAINTENANCE AND BIRD CONTROL BAITI	95.00	45944
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	SOUTHFIELD LOCK & KEY INC.	BOLT JAM KITCHEN ENTRY	135.00	45959
101-201.000-938.000	PARKING LOT & GROUNDS	CLIFTON GRANT	PROPERTY MAINTENANCE AND CARPET CLEANIN	65.00	45884
101-201.000-938.000	PARKING LOT & GROUNDS	CLIFTON GRANT	PROPERTY MAINTENANCE	50.00	45938
Total For Dept 201.000 BUILDING & GROUNDS				11,094.55	
Dept 301.000 PUBLIC SAFETY					
101-301.000-702.000	SALARIES PART-TIME	TERANCE LAWRENCE	PAYMENT FOR 4/14/2020 SALARY PAY DATE	2,067.96	45963
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BRIAN AVEDISIAN	PRESCRIPTION AND MEDICAL REIMBURSEMENT	303.95	45879
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803061	HEALTH SAVINGS 803046 FOR RHS PLAN	39.95	45879
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC 803061	FOR RHS PLAN	565.10	45879

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BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	1,789.38	45929
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	COVERAGE PERIOD: 11/1/21 - 11/30/21	2,242.80	45930
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	COVERAGE PERIOD 11/1/21 - 11/30/21	12,181.96	45931
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	NOVEMBER PREMIUM	236.16	45960
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803061 FOR RHS PLAN	565.10	45967
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	39.95	45967
101-301.000-710.000	UNEMPLOYMENT INSURANCE	MICHIGAN MUNICIPAL LEAGUE	QUARTERLY CONTRIBUTION	9.16	45896
101-301.000-726.000	OFFICE SUPPLIES	CITY OF LATHRUP VILLAGE	PETTY CASH FOR POLICE	62.82	45937
101-301.000-726.000	OFFICE SUPPLIES	FIRE EXTINGUISHER SALES & S	FIRE EXTINGUISHER INSPECTION	61.60	45940
101-301.000-822.000	TRAINING	FBINAA MICHIGAN CHAPTER	BASIC CRISIS NEGOTIATION TRAINING	140.00	45925
101-301.000-822.000	TRAINING	MICHIGAN ASSOC OF CHIEFS (	CONFERENCE REGISTRATION - MICHAEL ZANG	280.00	45945
101-301.000-823.000	FIREARMS TRAINING	ACTION TARGET	CARDBOARD BACKERS	84.37	45873
101-301.000-823.000	FIREARMS TRAINING	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	84.37	45934
101-301.000-823.000	FIREARMS TRAINING	VANCE OUTDOORS, INC.	AMMO	1,158.40	45966
101-301.000-825.000	ANIMAL CONTROL	OAKLAND COUNTY	ANIMAL CONTROL POUND FEES	168.00	45901
101-301.000-826.000	COMMUNITY POLICING	CITY OF LATHRUP VILLAGE	PETTY CASH FOR POLICE	28.53	45937
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	OAKLAND COMMUNITY COLLEGE	JULY - DEC 2021 MCOLES DISBURSEMENT	763.62	45950
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	CITY OF SOUTHFIELD	FIRE SERVICE CONTRACT	159,808.64	45914
101-301.000-829.000	POLICE UNIFORMS & CLEANING	HURON VALLEY GUNS	INV # 176486, 176485, 182932, 182933	1,528.42	45917
101-301.000-829.000	POLICE UNIFORMS & CLEANING	PRIORITY ONE EMERGENCY, IN	FREEZE PLUS SPRAY	179.90	45924
101-301.000-836.000	PRISONER LOCKUP	CITY OF BERKLEY	JULY AND SEPT PRISONER BOARD	400.00	45936
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	MONTHLY CHARGE	55.90	45876
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	INTERNET	73.46	45885
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	MONTHLY PAYMENT TV:DIGITAL STARTER	16.20	45885
101-301.000-850.000	TELEPHONE EXPENDITURES	WINDSTREAM	MONTHLY CHARGES	583.00	45912
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY CHARGES	186.22	45969
101-301.000-851.000	RADIO COMMUNICATIONS	MOBILE COMMUNICATION SALES	VEHICLE RADIO MAINTENANCE	147.28	45947
101-301.000-851.000	RADIO COMMUNICATIONS	OAKLAND COUNTY TREASURER	BILLING PERIOD JUL - SEPT 2021	2,667.00	45951
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENT	OIL CHANGE	72.95	45878
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY	WIPER BLADE	48.58	45900
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY	VEHICLE EQUIPMENT	45.87	45922
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY	MOTORPOOL EXT PRODUCTIVE LABOR	17.71	45923
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENT	OIL CHANGE	97.94	45928
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CENT	OIL CHANGE	56.97	45928
101-301.000-860.000	VEHICLE EXPENSE	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	916.96	45934
101-301.000-860.000	VEHICLE EXPENSE	THE REINALT-THOMAS CORPOR	DISCOUNT TIRES	850.00	45964
Total For Dept 301.000 PUBLIC SAFETY				190,626.18	
Dept 401.000 PUBLIC SERVICE					
101-401.000-892.000	SIDEWALK MAINTENANCE	KD CEMENT INC	2021 SIDEWALK REPAIR	72,639.00	45893
101-401.000-920.000	UTILITIES	CITY OF LATHRUP VILLAGE	WATER BILL	134.44	45883
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	MONTHLY GAS CHARGES	125.34	45886
101-401.000-920.000	UTILITIES	WINDSTREAM	MONTHLY CHARGES	183.96	45912
101-401.000-920.000	UTILITIES	DTE ENERGY	SERVICE AUG 28 - SEPT 28, 2021	36.51	45916
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES	10,436.61	45918
Total For Dept 401.000 PUBLIC SERVICE				83,555.86	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL WASTE - SEPT 2021	245.07	45958
Total For Dept 501.000 LEAF COLLECTION				245.07	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE COLLECTION/DISPOSAL	15,604.00	4

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE

EXP CHECK RUN DATES 10/01/2021 - 10/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Item 16A.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE AND YARD WASTE COLLECTION OCTOBE	13,956.00	45958
Total For Dept 502.000				29,560.00	
Dept 601.000 RECREATION					
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	(640.50)	45929
101-601.000-811.000	SENIOR ACTIVITIES	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	20.90	45934
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	145.00	45972
101-601.000-817.000	FITNESS CENTER EXP	COMCAST	INTERNET	29.38	45885
Total For Dept 601.000 RECREATION				(445.22)	
Total For Fund 101 GENERAL FUND				387,552.31	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	75.72	45929
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	NOVEMBER PREMIUM	2.69	45960
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES	5,388.25	45918
Total For Dept 702.000				5,466.66	
Dept 702.100 CAPITAL IMP - STREET BOND					
202-702.100-970.000	CAPITAL EXPENDITURE	NICO INCORPORATED	STREET BOND	23,730.00	45948
Total For Dept 702.100 CAPITAL IMP - STREET BOND				23,730.00	
Total For Fund 202 MAJOR ROAD FUND				29,196.66	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	75.72	45929
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	NOVEMBER PREMIUM	2.69	45960
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES	5,388.25	45918
Total For Dept 703.000				5,466.66	
Dept 703.100 CAPITAL IMP - STREET BOND					
203-703.100-970.000	CAPITAL EXP - STREET BOND	NICO INCORPORATED	STREET BOND	23,730.00	45948
Total For Dept 703.100 CAPITAL IMP - STREET BOND				23,730.00	
Total For Fund 203 LOCAL ROAD FUND				29,196.66	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803	HEALTH SAVINGS 803046 FOR RHS PLAN	77.41	45909
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	1,642.13	45929
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY	NOVEMBER PREMIUM	60.97	45960
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	101.99	45967
494-000.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	15.89	45934
494-000.000-802.000	TAX TRIBUNAL RETURNS	OAKLAND COUNTY TREASURER	2020 TAX	137.89	45902
494-000.000-844.000	MAIN STREET PROGRAM	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	202.81	45934
494-000.000-845.000	STREETSCAPING	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	394.52	45934
494-000.000-845.000	STREETSCAPING	CHRISTMAS DECOR	HOLIDAY DECORATIONS	3,096.37	45935
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	PROFESSIONAL SERVICES THROUGH 9/18/2021	1,545.00	45891
494-000.000-933.000	REPAIRS & MAINTENANCE	DTE ENERGY	STREET LIGHTS	1,803.53	45887
494-000.000-933.000	REPAIRS & MAINTENANCE	EXCELL SNOW & TURF MAINTEN	FERTILIZER	200.00	45888
494-000.000-933.000	REPAIRS & MAINTENANCE	EXCELL SNOW & TURF MAINTEN	LAWN MAINTENANCE	800.00	4
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	CARDMEMBER SERVICE	OCTOBER 2021 STATEMENT	351.76	4

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-971.000	SIGN GRANT PROGRAM	THE US REHABILITATION & HESIGN GRANT REIMBURSEMENT		2,000.00	45965
494-000.000-971.001	FACADE GRANT PROGRAM	O'DELL FAMILY CHIROPRACTIC SITE BEAUTIFICATION GRANT REIMBURSEMENT		9,140.00	45949
		Total For Dept 000.000		21,570.27	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY		21,570.27	
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803046 HEALTH SAVINGS 803046 FOR RHS PLAN		5.68	45909
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK COVERAGE PERIOD 11/1/21 - 11/30/21		3,386.47	45929
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPANY NOVEMBER PREMIUM		3.22	45960
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC 803046 FOR RHS PLAN		5.68	45967
592-536.000-902.000	BILLING SERVICES	POSTMASTER MAILING WATER BILLS		700.00	2662
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC PUBLIC SERVICES		6,054.70	45918
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS WALL MIU		567.84	2665
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS METER		791.61	2665
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS METER		813.46	2665
592-536.000-937.000	WATER SYSTEM MAINTENANCE	FERGUSON WATERWORKS METER		85.31	2665
592-536.000-937.000	WATER SYSTEM MAINTENANCE	CAROLYN GANDY SPRINKLER LINE REPAIR FOR 17600 MARGATE		658.00	2673
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY METER		34,216.11	2669
		Total For Dept 536.000 WATER DEPARTMENT		47,288.08	
Dept 536.400 WATER DEPARTMENT					
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	HYD/VALVES SANROSA AND WILTSHIRE		4,131.90	2671
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	P190430 HYD/VALVES WATERMAIN		13,786.80	2671
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	12 MILE MH RISER & CONE STORM		4,125.00	2671
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	HYD/VALVES		8,964.96	2671
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	EJ HYD W/STZ		9,774.02	2671
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EJ USA INC	GRADELOCK		747.68	2672
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EJ USA INC	HL 1 DEPT OF WATER SUPPLY		189.97	2672
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EJ USA INC	EJ 12-30D10 OP NUT OR		14.70	2672
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	COPPER TUBE		2,055.32	2675
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	DBL STRAP BRNZ		2,861.08	2675
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE CORE&MAIN	COPPER TUBE		2,817.66	2675
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	DOWN LIMESTONE		258.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 395669 FILL SAND		1,330.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 395670 FILL SAND		1,030.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 395672 AND 395671 FILL SAND		2,160.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	FILL SAND		90.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 20969-74 DEBRIS HAULED AND FILL		4,890.00	2676
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	FILL SAND		90.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	DOWN LIMESTONE		258.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	DOWN LIMESTONE		258.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	FILL SAND		90.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	FILL SAND		90.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	DOWN LIMESTONE		258.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	FILL SAND		90.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 20839 FILL SAND		1,630.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 20840, 20841 AND 20842 FILL SAND		4,890.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 395743, 395744, 20843 AND 20844		10,825.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TICKET 395745, 20849, 20848, 20847, 20848		9,950.00	2679
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	TOP SOIL		48.00	
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY	DOWN LIMESTONE		258.00	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 536.400 WATER DEPARTMENT					
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY DOWN LIMESTONE			258.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY DOWN LIMESTONE			258.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY DOWN LIMESTONE			258.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY DOWN LIMESTONE			258.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY FILL SAND			90.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY FILL SAND			90.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY FILL SAND			90.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY DOWN LIMESTONE			258.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY CRUSHED CONCRETE			144.00	2680
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 20960-20962 AND 395748 DEBRIS HF			5,790.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 395749			5,720.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 395989 AND 20963-20968 AND 39575			10,345.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 20925-31 DEBRIS HAULED AND FILL			5,790.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 20932-34 FILL SAND AND DEBRIS HF			2,530.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY WEEKLY TRACTOR CHARGE			7,500.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 395753 AND 20900			3,430.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 395754 AND 20901 FILL SAND			1,460.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TICKET 395756 FILL SAND DEBRIS HAULED			6,520.00	2681
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE EAGLE LANDSCAPING & SUPPLY TRACTOR			250.00	2681
Total For Dept 536.400 WATER DEPARTMENT				139,001.09	
Dept 536.500 WATER DEPARTMENT					
592-536.500-970.000	CAPITAL FIRE HYDRANTS	CORE&MAIN	HYDRANTS/VALVES	2,350.62	2671
592-536.500-970.000	CAPITAL FIRE HYDRANTS	CORE&MAIN	CONVERSION HYDRANT	35,996.49	2671
Total For Dept 536.500 WATER DEPARTMENT				38,347.11	
Dept 536.600 WATER DEPARTMENT					
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EJ USA INC	GV CORE BLUE	132.43	2672
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EJ USA INC	OP NUT OR	317.87	2672
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EAGLE LANDSCAPING & SUPPLY	DEBRIS HAULED OUT AND FILL SAND TICKET	1,630.00	2676
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EAGLE LANDSCAPING & SUPPLY	FILL SAND TICKET 20722	730.00	2676
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EAGLE LANDSCAPING & SUPPLY	TOP SOIL	96.00	2676
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EAGLE LANDSCAPING & SUPPLY	DOWN CR CONCRETE	120.00	2676
592-536.600-970.000	CAPITAL EXP - GATE VALVES	EAGLE LANDSCAPING & SUPPLY	DOWN CONCRETE	120.00	2676
Total For Dept 536.600 WATER DEPARTMENT				3,146.30	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFER 803	HEALTH SAVINGS 803046 FOR RHS PLAN	5.68	45909
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 11/1/21 - 11/30/21	90.87	45929
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPAN	NOVEMBER PREMIUM	3.22	45960
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	VANTAGEPOINTE TRANSFERR AC	803046 FOR RHS PLAN	5.68	45967
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES	6,054.70	45918
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE ENERGY	SEWER - REMOTE METER	16.06	2663
592-537.000-939.000	SEWER SYTEM MAINTENANCE	OAKLAND COUNTY WATER RESOU	MAINTENANCE OF SEWAGE FROM 7/1 - 9/30/2	18,750.00	2668
592-537.000-939.000	SEWER SYTEM MAINTENANCE	CITY OF SOUTHFIELD	SEWER JETTING	2,762.24	2674
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	WASTEWATER DISPOSAL	88,068.75	2667
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	SERVICE AUG 28 - SEPT 28, 2021	992.94	45916
592-537.000-946.000	RETENTION TANK UTIL-WATER	CITY OF LATHRUP VILLAGE	WATER BILL	165.70	45883
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	MONTHLY GAS CHARGES	16.03	45886
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	REGULAR MONTHLY CHARGES	113.35	2670
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	GREAT LAKES WATER AUTHORITY	9/1/21 - 9/30/21 CHARGES	1,400.07	2677
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	INSPECTION AND REPORTING SERVICES SEPTE	460.00	
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	STATE OF MICHIGAN	WSSN: 03800	1,340.28	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
EXP CHECK RUN DATES 10/01/2021 - 10/31/2021
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Item 16A.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592	WATER & SEWER FUND				
Dept 537.000	SEWER DEPARTMENT				
		Total For Dept 537.000 SEWER DEPARTMENT		120,245.57	
		Total For Fund 592 WATER & SEWER FUND		348,028.15	

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DB: Lathrup

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LATHRUP VILLAGE
EXP CHECK RUN DATES 10/01/2021 - 10/31/2021
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Item 16A.

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:		
Fund 101 GENERAL FUND	387,552.31	
Fund 202 MAJOR ROAD FUNI	29,196.66	
Fund 203 LOCAL ROAD FUNI	29,196.66	
Fund 494 DOWNTOWN DEVELC	21,570.27	
Fund 592 WATER & SEWER I	348,028.15	
Total For All Funds:		815,544.05

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-401.000	CITY TAXES	2,734,128.00	2,734,128.00	2,622,650.93	11,271.79	111,477.07	95.92
101-000.000-402.000	REFUSE COLLECTION TAXES	410,097.00	410,097.00	394,764.28	1,690.63	15,332.72	96.26
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,000.00	3,000.00	1,893.57	1,893.57	1,106.43	63.12
101-000.000-414.000	TAX PENALTIES	35,000.00	35,000.00	3,354.62	857.25	31,645.38	9.58
101-000.000-415.000	MISCELLANEOUS REVENUE	9,000.00	9,000.00	2,787.39	2,042.04	6,212.61	30.97
101-000.000-416.001	PROPERTY & LIABLITY DIVIDEND REVENUE	6,500.00	6,500.00	5,610.00	5,610.00	890.00	86.31
101-000.000-419.000	AT & T LEASE PAYMENTS	60,889.00	60,889.00	20,296.44	5,074.11	40,592.56	33.33
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	45,000.00	45,000.00	10,342.14	3,447.38	34,657.86	22.98
101-000.000-446.000	INVESTMENT INTEREST	15,000.00	15,000.00	2,681.22	698.04	12,318.78	17.87
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	81,000.00	81,000.00	72,760.51	307.38	8,239.49	89.83
101-000.000-448.000	INSURANCE REIMBURSEMENT	0.00	0.00	1,680.13	0.00	(1,680.13)	100.00
101-000.000-455.000	METRO AUTHORITY-FEE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	95,000.00	95,000.00	28,926.97	4,039.35	66,073.03	30.45
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	9,000.00	9,000.00	1,630.00	87.00	7,370.00	18.11
101-000.000-458.000	PLUMBING/HEATING PERMITS	24,500.00	24,500.00	3,842.00	590.00	20,658.00	15.68
101-000.000-459.000	ELECTRICAL PERMITS	16,000.00	16,000.00	2,396.00	662.00	13,604.00	14.98
101-000.000-460.000	LICENSES & REGISTRATIONS	14,000.00	14,000.00	4,660.00	1,235.00	9,340.00	33.29
101-000.000-461.000	DOG & CAT LICENSES	1,100.00	1,100.00	273.00	75.00	827.00	24.82
101-000.000-465.000	CABLE TV REVENUES	120,000.00	120,000.00	27,586.53	5,446.00	92,413.47	22.99
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	15,000.00	15,000.00	1,236.98	115.00	13,763.02	8.25
101-000.000-470.001	DOG PARK REVENUE	1,500.00	1,500.00	1,495.00	0.00	5.00	99.67
101-000.000-471.000	DONATIONS-OTHER	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	15,000.00	15,000.00	19,357.50	2,050.00	(4,357.50)	129.05
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-542.000	SMART CREDITS	8,700.00	8,700.00	0.00	0.00	8,700.00	0.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00	15,000.00	3,689.71	844.46	11,310.29	24.60
101-000.000-574.000	STATE SHARED REVENUES	409,118.00	409,118.00	82,854.00	0.00	326,264.00	20.25
101-000.000-612.000	DISTRICT COURT FINES	120,000.00	120,000.00	13,865.20	4,571.67	106,134.80	11.55
101-000.000-626.000	COMMUNITY DEVELOPMENT	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-000.000-627.000	SIDEWALK REVENUES	15,000.00	15,000.00	1,852.00	1,852.00	13,148.00	12.35
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	20,000.00	20,000.00	1,114.77	788.25	18,885.23	5.57
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	4,917.00	0.00	0.00	4,917.00	0.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 000.000		4,337,349.00	4,337,349.00	3,333,600.89	55,247.92	1,003,748.11	76.86
TOTAL REVENUES		4,337,349.00	4,337,349.00	3,333,600.89	55,247.92	1,003,748.11	76.86
Expenditures							
Dept 100.000 - GOVERNMENT SERVICES							
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	30,000.00	30,000.00	38,003.00	0.00	(8,003.00)	126.68
101-100.000-710.000	UNEMPLOYMENT INSURANCE	50.00	50.00	4.72	4.72	45.28	9.44
101-100.000-712.000	WORKER'S COMP INSURANCE	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	6,000.00	2,257.57	728.62	3,742.43	37.63
101-100.000-726.001	SUPPLIES - COVID 19	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-100.000-732.000	CODE ENFORCEMENT	2,000.00	2,000.00	2,762.50	360.00	(762.50)	138.13
101-100.000-802.000	TAX TRIBUNAL RETURNS	1,500.00	1,500.00	276.69	0.00	1,223.31	18.45
101-100.000-803.000	MEMBERSHIPS & MEETINGS	6,000.00	6,000.00	4,231.26	962.00	1,768.74	70.52
101-100.000-804.000	BUILDING TRADE INSPECTION	70,000.00	70,000.00	28,459.83	6,271.80	41,540.17	40.66
101-100.000-805.000	CABLE TELEVISION	40,000.00	40,000.00	18,510.77	4,536.45	21,489.23	46.28
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	20,000.00	20,000.00	9,642.13	1,525.00	10,357.87	48.71
101-100.000-810.000	AUDITING & ACCOUNTING	24,875.00	24,875.00	17,981.50	0.00	6,893.50	72.35

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PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-100.000-822.000	TRAINING	2,500.00	2,500.00	3,266.79	1,037.91	(766.79)	130.67
101-100.000-832.000	CITIZEN COMMUNICATION/PR	20,000.00	20,000.00	3,601.25	2,860.00	16,398.75	18.01
101-100.000-840.000	LIBRARY PAYMENT	152,930.00	152,930.00	0.00	0.00	152,930.00	0.00
101-100.000-848.000	GOVERNMENT OPERATIONS	35,000.00	35,000.00	14,564.18	9,148.97	20,435.82	41.61
101-100.000-848.001	TECHNOLOGY	45,000.00	45,000.00	20,919.83	990.00	24,080.17	46.49
101-100.000-850.000	TELEPHONE EXPENDITURES	18,000.00	18,000.00	6,613.33	1,470.71	11,386.67	36.74
101-100.000-860.000	VEHICLE EXPENSE	7,500.00	7,500.00	3,950.11	400.00	3,549.89	52.67
101-100.000-880.000	CDBG EXPENDITURES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-100.000-882.000	PLANNING/CONSULTING FEES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-100.000-883.000	CITY BEAUTIFICATION	500.00	500.00	0.00	0.00	500.00	0.00
101-100.000-900.000	PRINTING/PUBLICATION COSTS	12,000.00	12,000.00	3,674.43	296.00	8,325.57	30.62
101-100.000-901.000	POSTAGE FEES	6,500.00	6,500.00	2,304.33	(35.25)	4,195.67	35.45
Total Dept 100.000 - GOVERNMENT SERVICES		516,855.00	516,855.00	181,024.22	30,556.93	335,830.78	35.02
Dept 101.000 - ADMINISTRATION							
101-101.000-701.000	SALARIES FULL-TIME	389,700.00	389,700.00	127,681.29	33,251.74	262,018.71	32.76
101-101.000-702.000	SALARIES PART-TIME	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	222,856.00	222,856.00	37,914.68	8,428.65	184,941.32	17.01
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00	20,000.00	5,817.50	4,257.50	14,182.50	29.09
101-101.000-718.000	ELECTIONS	10,000.00	10,000.00	14,566.13	5,818.83	(4,566.13)	145.66
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	35,350.00	35,350.00	563.74	0.00	34,786.26	1.59
101-101.000-722.000	LEGAL SERVICES	50,000.00	50,000.00	16,438.75	9,875.00	33,561.25	32.88
101-101.000-723.000	BOARD OF REVIEW	600.00	600.00	0.00	0.00	600.00	0.00
Total Dept 101.000 - ADMINISTRATION		743,506.00	743,506.00	202,982.09	61,631.72	540,523.91	27.30
Dept 201.000 - BUILDING & GROUNDS							
101-201.000-702.000	SALARIES PART-TIME	31,600.00	31,600.00	9,972.61	2,448.00	21,627.39	31.56
101-201.000-920.000	UTILITIES	45,000.00	45,000.00	14,897.87	5,265.66	30,102.13	33.11
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	38,000.00	38,000.00	11,084.90	3,094.65	26,915.10	29.17
101-201.000-930.001	BUILDING - GRANTS	0.00	0.00	5,610.65	0.00	(5,610.65)	100.00
101-201.000-930.002	COVID EXP - BUILDING	10,000.00	10,000.00	277.00	0.00	9,723.00	2.77
101-201.000-936.000	EQUIPMENT MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-201.000-938.000	PARKING LOT & GROUNDS	15,000.00	15,000.00	300.67	115.00	14,699.33	2.00
101-201.000-970.000	CAPITAL EXPENDITURE	7,928.00	7,928.00	0.00	0.00	7,928.00	0.00
Total Dept 201.000 - BUILDING & GROUNDS		149,028.00	149,028.00	42,143.70	10,923.31	106,884.30	28.28
Dept 301.000 - PUBLIC SAFETY							
101-301.000-701.000	SALARIES FULL-TIME	830,042.00	830,042.00	236,221.36	56,820.45	593,820.64	28.46
101-301.000-702.000	SALARIES PART-TIME	50,000.00	50,000.00	37,228.43	9,456.61	12,771.57	74.46
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	527,148.00	527,148.00	123,662.23	23,294.15	403,485.77	23.46
101-301.000-704.000	SALARIES-OVERTIME	50,000.00	50,000.00	13,283.16	3,125.88	36,716.84	26.57
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	25,594.00	25,594.00	25,594.00	0.00	0.00	100.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00	100.00	9.16	9.16	90.84	9.16
101-301.000-712.000	WORKER'S COMP INSURANCE	15,800.00	15,800.00	0.00	0.00	15,800.00	0.00
101-301.000-726.000	OFFICE SUPPLIES	4,000.00	4,000.00	261.71	(275.58)	3,738.29	6.54
101-301.000-726.001	SUPPLIES - COVID 19	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-301.000-727.000	ROAD SUPPLIES	2,000.00	2,000.00	67.98	0.00	1,932.02	3.40
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00	1,000.00	(128.75)	0.00	1,128.75	(12.88)
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	3,000.00	3,000.00	835.05	0.00	2,164.95	27.83
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00

PERIOD ENDING 10/31/2021

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00	3,500.00	250.00	0.00	3,250.00	7.14
101-301.000-821.000	POLICE RESERVES	500.00	500.00	0.00	0.00	500.00	0.00
101-301.000-822.000	TRAINING	15,500.00	15,500.00	2,635.13	420.00	12,864.87	17.00
101-301.000-823.000	FIREARMS TRAINING	4,500.00	4,500.00	6,210.14	1,327.14	(1,710.14)	138.00
101-301.000-824.000	CRIME PREVENTION	2,000.00	2,000.00	36.00	0.00	1,964.00	1.80
101-301.000-825.000	ANIMAL CONTROL	200.00	200.00	168.00	168.00	32.00	84.00
101-301.000-826.000	COMMUNITY POLICING	500.00	500.00	28.53	28.53	471.47	5.71
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	2,000.00	2,000.00	1,343.62	763.62	656.38	67.18
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	695,462.00	695,462.00	319,617.28	159,808.64	375,844.72	45.96
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	4,598.12	1,306.32	10,401.88	30.65
101-301.000-836.000	PRISONER LOCKUP	6,000.00	6,000.00	400.00	400.00	5,600.00	6.67
101-301.000-850.000	TELEPHONE EXPENDITURES	8,000.00	8,000.00	3,631.14	914.78	4,368.86	45.39
101-301.000-851.000	RADIO COMMUNICATIONS	16,200.00	16,200.00	2,814.28	2,814.28	13,385.72	17.37
101-301.000-860.000	VEHICLE EXPENSE	37,000.00	37,000.00	13,513.82	2,106.98	23,486.18	36.52
Total Dept 301.000 - PUBLIC SAFETY		2,321,046.00	2,321,046.00	792,280.39	262,488.96	1,528,765.61	34.13
Dept 401.000 - PUBLIC SERVICE							
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
101-401.000-890.000	PARK MAINTENANCE	7,000.00	7,000.00	929.52	0.00	6,070.48	13.28
101-401.000-892.000	SIDEWALK MAINTENANCE	90,000.00	90,000.00	78,657.00	72,639.00	11,343.00	87.40
101-401.000-920.000	UTILITIES	21,000.00	21,000.00	6,098.89	480.25	14,901.11	29.04
101-401.000-921.000	CONTRACTUAL SERVICES	125,239.00	125,239.00	41,746.44	10,436.61	83,492.56	33.33
101-401.000-936.000	EQUIPMENT MAINTENANCE	7,000.00	7,000.00	140.00	0.00	6,860.00	2.00
Total Dept 401.000 - PUBLIC SERVICE		262,239.00	262,239.00	127,571.85	83,555.86	134,667.15	48.65
Dept 501.000 - LEAF COLLECTION							
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	6,500.00	6,500.00	2,047.97	245.07	4,452.03	31.51
Total Dept 501.000 - LEAF COLLECTION		6,500.00	6,500.00	2,047.97	245.07	4,452.03	31.51
Dept 502.000							
101-502.000-801.001	SOCRRA	379,440.00	379,440.00	102,881.07	29,560.00	276,558.93	27.11
Total Dept 502.000		379,440.00	379,440.00	102,881.07	29,560.00	276,558.93	27.11
Dept 601.000 - RECREATION							
101-601.000-701.000	SALARIES FULL-TIME	45,518.00	45,518.00	8,042.59	0.00	37,475.41	17.67
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	10,242.00	10,242.00	1,291.77	(640.50)	8,950.23	12.61
101-601.000-712.000	WORKER'S COMP INSURANCE	800.00	800.00	0.00	0.00	800.00	0.00
101-601.000-806.000	ADULT PROGRAMS	2,000.00	2,000.00	350.00	0.00	1,650.00	17.50
101-601.000-807.000	BUS TRANSPORTATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-811.000	SENIOR ACTIVITIES	1,500.00	1,500.00	20.90	20.90	1,479.10	1.39
101-601.000-812.000	COMMUNITY EVENTS	8,500.00	8,500.00	3,102.79	145.00	5,397.21	36.50
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-815.000	COMMUNITY GARDEN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-817.000	FITNESS CENTER EXP	0.00	0.00	117.54	29.38	(117.54)	100.00
101-601.000-843.000	DOG PARK EXPENSES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-601.000-884.000	CONCERTS IN THE PARK	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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Item 16A.

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 601.000 - RECREATION		75,060.00	75,060.00	12,925.59	(445.22)	62,134.41	17.22
Dept 811.000							
101-811.000-970.000 CAPITAL EXPENDITURE		110,450.00	110,450.00	0.00	0.00	110,450.00	0.00
Total Dept 811.000		110,450.00	110,450.00	0.00	0.00	110,450.00	0.00
TOTAL EXPENDITURES		4,564,124.00	4,564,124.00	1,463,856.88	478,516.63	3,100,267.12	32.07
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		4,337,349.00	4,337,349.00	3,333,600.89	55,247.92	1,003,748.11	76.86
TOTAL EXPENDITURES		4,564,124.00	4,564,124.00	1,463,856.88	478,516.63	3,100,267.12	32.07
NET OF REVENUES & EXPENDITURES		(226,775.00)	(226,775.00)	1,869,744.01	(423,268.71)	(2,096,519.01)	824.49

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR ROAD FUND							
Revenues							
Dept 702.000							
202-702.000-574.000	STATE SHARED REVENUES	357,000.00	357,000.00	68,754.28	0.00	288,245.72	19.26
202-702.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
202-702.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	1,058,201.00	1,058,201.00	0.00	0.00	1,058,201.00	0.00
Total Dept 702.000		1,415,801.00	1,415,801.00	68,754.28	0.00	1,347,046.72	4.86
TOTAL REVENUES		1,415,801.00	1,415,801.00	68,754.28	0.00	1,347,046.72	4.86
Expenditures							
Dept 702.000							
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	15,143.00	15,143.00	557.94	114.63	14,585.06	3.68
202-702.000-705.000	SALARIES-ADMIN	5,569.00	5,569.00	1,893.52	473.38	3,675.48	34.00
202-702.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
202-702.000-810.000	AUDITING & ACCOUNTING	5,521.00	5,521.00	5,521.00	0.00	0.00	100.00
202-702.000-856.000	ADMINISTRATION & ENGINEERING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	221.95	0.00	778.05	22.20
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	1,193.38	0.00	23,806.62	4.77
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
202-702.000-870.000	FORESTRY	36,000.00	36,000.00	6,108.74	0.00	29,891.26	16.97
202-702.000-921.000	CONTRACTUAL SERVICES	64,659.00	64,659.00	21,553.00	5,388.25	43,106.00	33.33
Total Dept 702.000		270,725.00	270,725.00	37,049.53	5,976.26	233,675.47	13.69
Dept 702.100 - CAPITAL IMP - STREET BOND							
202-702.100-970.000	CAPITAL EXPENDITURE	1,058,201.00	1,058,201.00	181,204.42	23,730.00	876,996.58	17.12
Total Dept 702.100 - CAPITAL IMP - STREET BOND		1,058,201.00	1,058,201.00	181,204.42	23,730.00	876,996.58	17.12
TOTAL EXPENDITURES		1,328,926.00	1,328,926.00	218,253.95	29,706.26	1,110,672.05	16.42
Fund 202 - MAJOR ROAD FUND:							
TOTAL REVENUES		1,415,801.00	1,415,801.00	68,754.28	0.00	1,347,046.72	4.86
TOTAL EXPENDITURES		1,328,926.00	1,328,926.00	218,253.95	29,706.26	1,110,672.05	16.42
NET OF REVENUES & EXPENDITURES		86,875.00	86,875.00	(149,499.67)	(29,706.26)	236,374.67	172.09

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL ROAD FUND							
Revenues							
Dept 703.000							
203-703.000-415.000	MISCELLANEOUS REVENUE	13,603.00	13,603.00	0.00	0.00	13,603.00	0.00
203-703.000-574.000	STATE SHARED REVENUES	169,000.00	169,000.00	30,073.15	0.00	138,926.85	17.79
203-703.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
203-703.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	1,058,201.00	1,058,201.00	0.00	0.00	1,058,201.00	0.00
Total Dept 703.000		1,241,404.00	1,241,404.00	30,073.15	0.00	1,211,330.85	2.42
TOTAL REVENUES		1,241,404.00	1,241,404.00	30,073.15	0.00	1,211,330.85	2.42
Expenditures							
Dept 703.000							
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	15,143.00	15,143.00	557.94	114.63	14,585.06	3.68
203-703.000-705.000	SALARIES-ADMIN	5,569.00	5,569.00	1,893.52	473.38	3,675.48	34.00
203-703.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
203-703.000-810.000	AUDITING & ACCOUNTING	3,381.00	3,381.00	3,381.00	0.00	0.00	100.00
203-703.000-861.000	ROAD MAINTENANCE	250,000.00	250,000.00	2,094.11	0.00	247,905.89	0.84
203-703.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	221.95	0.00	778.05	22.20
203-703.000-864.000	TRAFFIC CONTROLS	4,000.00	4,000.00	1,193.38	0.00	2,806.62	29.83
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	5,000.00	5,000.00	5,247.50	0.00	(247.50)	104.95
203-703.000-870.000	FORESTRY	36,000.00	36,000.00	6,108.76	0.00	29,891.24	16.97
203-703.000-921.000	CONTRACTUAL SERVICES	64,659.00	64,659.00	21,553.00	5,388.25	43,106.00	33.33
Total Dept 703.000		490,085.00	490,085.00	42,251.16	5,976.26	447,833.84	8.62
Dept 703.100 - CAPITAL IMP - STREET BOND							
203-703.100-970.000	CAPITAL EXP - STREET BOND	1,058,201.00	1,058,201.00	181,204.42	23,730.00	876,996.58	17.12
Total Dept 703.100 - CAPITAL IMP - STREET BOND		1,058,201.00	1,058,201.00	181,204.42	23,730.00	876,996.58	17.12
TOTAL EXPENDITURES		1,548,286.00	1,548,286.00	223,455.58	29,706.26	1,324,830.42	14.43
Fund 203 - LOCAL ROAD FUND:							
TOTAL REVENUES		1,241,404.00	1,241,404.00	30,073.15	0.00	1,211,330.85	2.42
TOTAL EXPENDITURES		1,548,286.00	1,548,286.00	223,455.58	29,706.26	1,324,830.42	14.43
NET OF REVENUES & EXPENDITURES		(306,882.00)	(306,882.00)	(193,382.43)	(29,706.26)	(113,499.57)	63.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 258 - CAPITAL ACQUISITION FUND							
Revenues							
Dept 000.000							
258-000.000-446.000	INVESTMENT INTEREST	400.00	400.00	107.50	27.10	292.50	26.88
258-000.000-690.101	TRANSFER IN FROM GENERAL FUND	110,450.00	110,450.00	0.00	0.00	110,450.00	0.00
Total Dept 000.000		110,850.00	110,850.00	107.50	27.10	110,742.50	0.10
TOTAL REVENUES		110,850.00	110,850.00	107.50	27.10	110,742.50	0.10
Expenditures							
Dept 000.000							
258-000.000-970.000	CAPITAL EXPENDITURE	110,450.00	110,450.00	6,803.46	0.00	103,646.54	6.16
Total Dept 000.000		110,450.00	110,450.00	6,803.46	0.00	103,646.54	6.16
TOTAL EXPENDITURES		110,450.00	110,450.00	6,803.46	0.00	103,646.54	6.16
Fund 258 - CAPITAL ACQUISITION FUND:							
TOTAL REVENUES		110,850.00	110,850.00	107.50	27.10	110,742.50	0.10
TOTAL EXPENDITURES		110,450.00	110,450.00	6,803.46	0.00	103,646.54	6.16
NET OF REVENUES & EXPENDITURES		400.00	400.00	(6,695.96)	27.10	7,095.96	1,673.99

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 397 - ROAD MILLAGE BOND FUND							
Revenues							
Dept 000.000							
397-000.000-446.000	INVESTMENT INTEREST	0.00	0.00	268.21	81.10	(268.21)	100.00
Total Dept 000.000		0.00	0.00	268.21	81.10	(268.21)	100.00
TOTAL REVENUES		0.00	0.00	268.21	81.10	(268.21)	100.00
Fund 397 - ROAD MILLAGE BOND FUND:							
TOTAL REVENUES		0.00	0.00	268.21	81.10	(268.21)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	268.21	81.10	(268.21)	100.00

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	305,000.00	305,000.00	51,173.73	0.00	253,826.27	16.78
494-000.000-410.000	TAX COLLECTED OTHER	24,643.00	24,643.00	4,712.59	0.00	19,930.41	19.12
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	1,145.25	288.73	8,854.75	11.45
Total Dept 000.000		347,443.00	347,443.00	57,031.57	288.73	290,411.43	16.41
TOTAL REVENUES		347,443.00	347,443.00	57,031.57	288.73	290,411.43	16.41
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	116,174.00	116,174.00	51,391.00	11,983.18	64,783.00	44.24
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	3,602.55	0.00	1,397.45	72.05
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	11,776.60	2,759.14	22,223.40	34.64
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	1,480.00	1,480.00	167.66	15.89	1,312.34	11.33
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	13,791.37	137.89	(11,791.37)	689.57
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	0.00	0.00	800.00	0.00
494-000.000-822.000	TRAINING/MEMBERSHIP	4,500.00	4,500.00	54.29	0.00	4,445.71	1.21
494-000.000-844.000	MAIN STREET PROGRAM	16,500.00	16,500.00	1,761.86	202.81	14,738.14	10.68
494-000.000-845.000	STREETSCAPING	24,000.00	24,000.00	9,110.76	3,490.89	14,889.24	37.96
494-000.000-882.000	PLANNING/CONSULTING FEES	42,100.00	42,100.00	14,839.27	1,545.00	27,260.73	35.25
494-000.000-900.000	PRINTING/PUBLICATION COSTS	1,500.00	1,500.00	2,069.71	0.00	(569.71)	137.98
494-000.000-901.000	POSTAGE FEES	200.00	200.00	50.00	0.00	150.00	25.00
494-000.000-933.000	REPAIRS & MAINTENANCE	19,500.00	19,500.00	10,591.78	2,803.53	8,908.22	54.32
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	6,100.00	6,100.00	389.72	351.76	5,710.28	6.39
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	2,000.00	2,000.00	8,000.00	20.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	9,140.00	9,140.00	10,860.00	45.70
Total Dept 000.000		304,754.00	304,754.00	130,736.57	34,430.09	174,017.43	42.90
TOTAL EXPENDITURES		304,754.00	304,754.00	130,736.57	34,430.09	174,017.43	42.90
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		347,443.00	347,443.00	57,031.57	288.73	290,411.43	16.41
TOTAL EXPENDITURES		304,754.00	304,754.00	130,736.57	34,430.09	174,017.43	42.90
NET OF REVENUES & EXPENDITURES		42,689.00	42,689.00	(73,705.00)	(34,141.36)	116,394.00	172.66

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PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Revenues							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00	40,000.00	7,125.00	1,780.00	32,875.00	17.81
592-536.000-640.000	WATER SERVICE	674,280.00	674,280.00	244,578.90	53,138.52	429,701.10	36.27
592-536.000-640.001	BOND REVENUE	227,268.00	227,268.00	76,258.90	19,067.40	151,009.10	33.55
592-536.000-640.002	CAPITAL BOND REVENUE	2,149,600.00	2,149,600.00	0.00	0.00	2,149,600.00	0.00
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00	25,000.00	8,691.35	2,750.86	16,308.65	34.77
592-536.000-642.000	METER CHARGE REVENUE	80,645.00	80,645.00	22,937.48	5,730.75	57,707.52	28.44
592-536.000-643.000	REPLACEMENT RESERVE REVENUE	180,838.00	180,838.00	0.00	0.00	180,838.00	0.00
592-536.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	647.90	173.02	3,852.10	14.40
Total Dept 536.000 - WATER DEPARTMENT		3,382,131.00	3,382,131.00	360,239.53	82,640.55	3,021,891.47	10.65
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-640.002	CAPITAL BOND REVENUE	696,000.00	696,000.00	0.00	0.00	696,000.00	0.00
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00	43,000.00	11,304.05	4,153.00	31,695.95	26.29
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,673,588.00	1,673,588.00	483,603.33	103,988.59	1,189,984.67	28.90
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00	43,000.00	9,910.34	2,480.09	33,089.66	23.05
592-537.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	647.83	173.00	3,852.17	14.40
Total Dept 537.000 - SEWER DEPARTMENT		2,460,088.00	2,460,088.00	505,465.55	110,794.68	1,954,622.45	20.55
TOTAL REVENUES		5,842,219.00	5,842,219.00	865,705.08	193,435.23	4,976,513.92	14.82
Expenditures							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-701.000	SALARIES FULL-TIME	19,652.00	19,652.00	2,272.24	568.06	17,379.76	11.56
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	168,991.00	168,991.00	13,897.35	3,444.51	155,093.65	8.22
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	7,959.00	7,959.00	7,803.00	0.00	156.00	98.04
592-536.000-810.000	AUDITING & ACCOUNTING	5,232.00	5,232.00	5,232.00	0.00	0.00	100.00
592-536.000-902.000	BILLING SERVICES	10,000.00	10,000.00	2,658.72	700.00	7,341.28	26.59
592-536.000-921.000	CONTRACTUAL SERVICES	72,656.00	72,656.00	24,218.80	6,054.70	48,437.20	33.33
592-536.000-935.000	EQUIPMENT REPLACEMENT	2,000.00	2,000.00	573.42	0.00	1,426.58	28.67
592-536.000-937.000	WATER SYSTEM MAINTENANCE	90,000.00	90,000.00	6,421.22	2,916.22	83,578.78	7.13
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00	4,917.00	0.00	0.00	4,917.00	0.00
592-536.000-944.000	WATER PURCHASES	403,000.00	403,000.00	104,846.95	34,216.11	298,153.05	26.02
592-536.000-955.000	MISCELLANEOUS EXPENDITURES	1,880.00	1,880.00	0.00	0.00	1,880.00	0.00
592-536.000-970.000	CAPITAL EXPENDITURE	0.00	0.00	745.00	0.00	(745.00)	100.00
592-536.000-974.000	WATER MAIN PROJECT	356,600.00	356,600.00	169.84	0.00	356,430.16	0.05
Total Dept 536.000 - WATER DEPARTMENT		1,142,887.00	1,142,887.00	168,838.54	47,899.60	974,048.46	14.77
Dept 536.100 - WATER DEPARTMENT							
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEMENT	50,000.00	50,000.00	3,363.20	0.00	46,636.80	6.73
Total Dept 536.100 - WATER DEPARTMENT		50,000.00	50,000.00	3,363.20	0.00	46,636.80	6.73
Dept 536.200 - WATER DEPARTMENT							
592-536.200-970.000	CAPITAL EXP - LEAD & COPPER LINE REPLACE	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 536.200 - WATER DEPARTMENT		100,000.00	100,000.00	0.00	0.00	100,000.00	0

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 592 - WATER & SEWER FUND							
Expenditures							
Dept 536.300 - WATER DEPARTMENT							
592-536.300-970.000	CAPITAL EXP - WATER METER REPLACE	860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Total Dept 536.300 - WATER DEPARTMENT		860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Dept 536.400 - WATER DEPARTMENT							
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE	475,000.00	475,000.00	220,157.43	139,001.09	254,842.57	46.35
Total Dept 536.400 - WATER DEPARTMENT		475,000.00	475,000.00	220,157.43	139,001.09	254,842.57	46.35
Dept 536.500 - WATER DEPARTMENT							
592-536.500-970.000	CAPITAL FIRE HYDRANTS	84,000.00	84,000.00	80,791.24	38,347.11	3,208.76	96.18
Total Dept 536.500 - WATER DEPARTMENT		84,000.00	84,000.00	80,791.24	38,347.11	3,208.76	96.18
Dept 536.600 - WATER DEPARTMENT							
592-536.600-970.000	CAPITAL EXP - GATE VALVES	224,000.00	224,000.00	12,337.40	3,146.30	211,662.60	5.51
Total Dept 536.600 - WATER DEPARTMENT		224,000.00	224,000.00	12,337.40	3,146.30	211,662.60	5.51
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-701.000	SALARIES FULL-TIME	19,652.00	19,652.00	2,272.24	568.06	17,379.76	11.56
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	53,332.00	53,332.00	714.92	148.91	52,617.08	1.34
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	7,803.00	7,803.00	7,959.00	0.00	(156.00)	102.00
592-537.000-720.000	INTEREST EXPENSE	174,679.00	174,679.00	9,893.75	0.00	164,785.25	5.66
592-537.000-725.000	PAYING AGENT FEES	1,500.00	1,500.00	750.00	0.00	750.00	50.00
592-537.000-810.000	AUDITING & ACCOUNTING	5,232.00	5,232.00	5,232.00	0.00	0.00	100.00
592-537.000-921.000	CONTRACTUAL SERVICES	72,656.00	72,656.00	24,218.80	6,054.70	48,437.20	33.33
592-537.000-939.000	SEWER SYTEM MAINTENANCE	273,000.00	273,000.00	21,575.34	21,528.30	251,424.66	7.90
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	1,049,794.00	1,049,794.00	264,206.25	88,068.75	785,587.75	25.17
592-537.000-945.000	RETENTION TANK-UTIL ELEC	18,707.00	18,707.00	3,041.86	992.94	15,665.14	16.26
592-537.000-946.000	RETENTION TANK UTIL-WATER	5,000.00	5,000.00	902.98	165.70	4,097.02	18.06
592-537.000-947.000	RETENTION TANK UTIL-GAS	1,200.00	1,200.00	47.95	16.03	1,152.05	4.00
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	3,000.00	3,000.00	336.55	113.35	2,663.45	11.22
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	9,078.00	9,078.00	9,078.00	0.00	0.00	100.00
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	20,000.00	20,000.00	4,228.65	1,400.07	15,771.35	21.14
592-537.000-970.000	CAPITAL EXPENDITURE	145,000.00	145,000.00	0.00	0.00	145,000.00	0.00
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	30,000.00	30,000.00	6,350.08	1,800.28	23,649.92	21.17
592-537.000-977.003	BOND EXPENSE - CONSTRUCTION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 537.000 - SEWER DEPARTMENT		1,897,633.00	1,897,633.00	360,808.37	120,857.09	1,536,824.63	19.01
Dept 537.200 - SEWER DEPARTMENT							
592-537.200-970.000	CAPITAL EXP - RETENTION TANK REPAIRS	550,000.00	550,000.00	0.00	0.00	550,000.00	0.00
Total Dept 537.200 - SEWER DEPARTMENT		550,000.00	550,000.00	0.00	0.00	550,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Expenditures							
TOTAL EXPENDITURES		5,383,520.00	5,383,520.00	846,296.18	349,251.19	4,537,223.82	15.72
Fund 592 - WATER & SEWER FUND:							
TOTAL REVENUES		5,842,219.00	5,842,219.00	865,705.08	193,435.23	4,976,513.92	14.82
TOTAL EXPENDITURES		5,383,520.00	5,383,520.00	846,296.18	349,251.19	4,537,223.82	15.72
NET OF REVENUES & EXPENDITURES		458,699.00	458,699.00	19,408.90	(155,815.96)	439,290.10	4.23
TOTAL REVENUES - ALL FUNDS		13,295,066.00	13,295,066.00	4,355,540.68	249,080.08	8,939,525.32	32.76
TOTAL EXPENDITURES - ALL FUNDS		13,240,060.00	13,240,060.00	2,889,402.62	921,610.43	10,350,657.38	21.82
NET OF REVENUES & EXPENDITURES		55,006.00	55,006.00	1,466,138.06	(672,530.35)	(1,411,132.06)	2,665.41

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED OCTOBER 31, 2021

	<u>Revenues Through 10/31/2021</u>	<u>Expenses Through 10/31/2021</u>	<u>Revenues Over (Under) Expenses</u>
101-GENERAL FUND	3,333,601	1,463,857	1,869,744
202-MAJOR STREET FUND	68,754	218,254	(149,500)
203-LOCAL STREET FUND	30,073	223,456	(193,382)
258-CAPITAL ACQUISITION FUND	108	6,803	(6,696)
397-ROADS MILLAGE BOND FUND	268	-	268
494-DOWNTOWN DEVELOPMENT AUTHORITY	57,032	130,737	(73,705)
592-WATER & SEWER FUND	865,705	846,296	19,409
GRAND TOTAL ALL FUNDS	<u>4,355,541</u>	<u>2,889,403</u>	<u>1,466,138</u>

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 10/1/2021-10/15/2021

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$17,297.28	Bratschi, London, Mitchell Talley, Thornhill, Simpson, Sweidan
DDA	\$5,866.58	Stec, Dahl, Sweidan
Bldg Mnt	\$0.00	
Police	\$34,858.16	Becker, Button, Carmack, Gijbsbers, Huston, Hutson, Knoll,Lask,Lawrence, Mckee, Roberts, Tackett, Zang
DPS	\$0.00	
Water	\$473.39	Mitchell
Recreation	\$0.00	

Total Gross \$58,495.41

Deductions \$22,339.97

Net Payroll \$36,155.44

*** Fund Totals Include Gross Payroll**

General Fund	\$52,155.44
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$5,866.58
Water & Sewer Fund	\$473.39
Total	\$58,495.41



LAW OFFICE

BAKER & ELOWSKY, PLLC

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SCOTT R. BAKER
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

October 13, 2021

Via Email

Sheryl Mitchell, DBA, MSA
City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Pam Bratschi, MiCPT, CPFA
City Treasurer
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Re: Legal Department Billing for September 1 through September 30, 2021

Dear Dr. Mitchell and Ms. Bratschi:

The following is our law firm's billing to the City of Lathrup Village for the month of September, 2021:

1. General Retainer	\$2,500.00
2. Special Legal Services	\$2,535.00
3. Downtown Development Authority	\$
4. Project Reimbursement	\$
5. Prosecution/Code Enforcement	<u>\$2,047.50</u>
	\$7,082.50

If you should have any questions, please feel free to contact me.

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker

Enclosures



LAW OFFICE

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October 13, 2021

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

Invoice Number: 1181

Invoice Period: 09-01-2021 - 09-30-2021

RE: General Retainer**Time Details**

Date	Professional	Description	Hours	Amount
09-01-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from Admin re: external candidate review	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from Admin re: 26711 Southfield road	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from S. Stec Re: Precise MRI	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from S. Stec Re: Precise MRI	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from K. London re JMC litigation	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from K. London re Meeting with Butzel Attorney	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from K. London re registered voter list	0.25	No Charge
09-01-2021	SRB	Review and respond to correspondence from K. London re Metro Act permit	0.25	No Charge
09-02-2021	SRB	Review and respond to correspondence from K. London re	0.25	No Charge

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amount	Item 16A.
		election commission meeting			
09-02-2021	SRB	Review and respond to correspondence from Admin re: DTE update	0.25	No Charge	
09-02-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-02-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-02-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting agenda	0.25	No Charge	
09-02-2021	SRB	Review and respond to correspondence from Admin re: external candidate review	0.25	No Charge	
09-02-2021	SRB	Review and respond to correspondence from Admin re: external candidate review	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: external candidate review	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: external candidate review	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: Angela Brunke contract	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Admin re: CIP update	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from K. London re registered voter list	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Clerk re: Minutes from election commission meeting	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amount	Item 16A.
09-03-2021	SRB	Review and respond to correspondence from Clerk re: registered voter list	0.25	No Charge	
09-03-2021	SRB	Review and respond to correspondence from Clerk re: affidavit of identity	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Clerk re: Butzel long opinion letter	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Clerk re: Minutes from election commission meeting	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from S. Stec Re: 17600 W. Eleven Mile ZBA	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from S. Stec Re: cannabis scoring matrix	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: Election commission meeting	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: external candidate review opinion letter	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: external candidate review opinion letter	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: DTE update	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-07-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: Brunke contract	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: revised opinion letter	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: fall your town	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Admin re: cannabis resolutions	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amou	Item 16A.
09-08-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Clerk re: Brunke contract	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Mayor Re: cannabis	0.25	No Charge	
09-08-2021	SRB	Review and respond to correspondence from Mayor Re: resident correspondence	0.25	No Charge	
09-09-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-10-2021	SRB	Review and respond to correspondence from Admin re: IPMC ordinance version	0.25	No Charge	
09-10-2021	SRB	Review and respond to correspondence from Admin re: FOIA response	0.25	No Charge	
09-11-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-11-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-11-2021	SRB	Review and respond to correspondence from Admin re: Council study session agenda	0.25	No Charge	
09-11-2021	SRB	Review and respond to correspondence from Admin re: IPMC version	0.25	No Charge	
09-11-2021	SRB	Review and respond to correspondence from Admin re: write in candidates	0.25	No Charge	
09-12-2021	SRB	Review and respond to correspondence from Admin re: Butzel Long onion letter	0.25	No Charge	
09-13-2021	SRB	Review and respond to correspondence from Admin re: Butzel Long onion letter	0.25	No Charge	
09-13-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-13-2021	SRB	Review and respond to correspondence from Admin re: JMC HVAC permits	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amount	Item 16A.
09-13-2021	SRB	Review and respond to correspondence from Admin re: Council eligibility requirements	0.25	No Charge	
09-13-2021	SRB	Review and respond to correspondence from Mayor Re: resident correspondence	0.25	No Charge	
09-13-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-13-2021	SRB	Prepare for and participate in study session of City Council	2.00	No Charge	
09-13-2021	SRB	Prepare for and participate in study session of City Council	2.00	No Charge	
09-13-2021	SRB	Review and respond to correspondence from S. Stec Re: cannabis scoring matrix	0.25	No Charge	
09-14-2021	SRB	Review and respond to correspondence from S. Stec Re: stormwater permit	0.25	No Charge	
09-14-2021	SRB	Review multiple correspondence from Council member Ferguson re Cannabis	0.50	No Charge	
09-14-2021	SRB	Review correspondence from Planning Commission member Hammond re Election review	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Mayor Re: resident correspondence	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Mayor Re: resident correspondence	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from S. Stec Re: Precise MRI	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Clerk re: Write-in candidate information	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Clerk re: rock the vote	0.25	No Charge	
09-15-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-16-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-16-2021	SRB	Review and respond to correspondence from Admin re: water main project	0.25	No Charge	
09-16-2021	SRB	Review and respond to correspondence from Admin re: administrator updates	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amount	Item 16A.
09-16-2021	SRB	Review and respond to correspondence from S. Stec Re: flag poles	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: tree inquiry	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: cannabis	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from Clerk re: proof of notice	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from S. Stec Re: 17600 W Eleven Mile	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from S. Stec Re: Planning Commission meeting	0.25	No Charge	
09-17-2021	SRB	Review and respond to correspondence from Admin re: ZBA publication	0.25	No Charge	
09-18-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: southfield schools	0.25	No Charge	
09-20-2021	SRB	Review and respond to correspondence from Admin re: Resident correspondence	0.25	No Charge	
09-20-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-20-2021	SRB	Review and respond to correspondence from Admin re: water shut-off	0.25	No Charge	
09-20-2021	SRB	Review and respond to correspondence from Admin re: Beaumont correspondence	0.25	No Charge	
09-20-2021	SRB	Review and respond to correspondence from Admin re: Realtor RFQ	0.25	No Charge	
09-21-2021	SRB	Review and respond to correspondence from Admin re: Council agenda	0.25	No Charge	
09-21-2021	SRB	Review and respond to correspondence from Admin re: stamped concrete	0.25	No Charge	
09-21-2021	SRB	Review and respond to correspondence from Admin re: building codes	0.25	No Charge	
09-21-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: stamped concrete	0.25	No Charge	
09-21-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amount	Item 16A.
09-22-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	
09-22-2021	SRB	Review and respond to correspondence from S. Stec Re: Sidewalk assessment	0.25	No Charge	
09-22-2021	SRB	Review and respond to correspondence from S. Stec Re: Sidewalk assessment	0.25	No Charge	
09-22-2021	SRB	Review and respond to correspondence from S. Stec Re: Sidewalk assessment	0.25	No Charge	
09-22-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: southfield schools	0.25	No Charge	
09-22-2021	SRB	Review and respond to correspondence from Mayor Re: resident correspondence	0.25	No Charge	
09-23-2021	SRB	Review and respond to correspondence from Mayor Pro Tem Re: southfield schools	0.25	No Charge	
09-24-2021	SRB	Review correspondence from Treasurer re school millage.	0.25	No Charge	
09-24-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	
09-24-2021	SRB	Review and respond to correspondence from Clerk re: FOIA request	0.25	No Charge	
09-24-2021	SRB	Review and respond to correspondence from Admin re: school tax	0.25	No Charge	
09-24-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-25-2021	SRB	Review and respond to correspondence from Admin re: City Council Agenda	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from Admin re: BP update	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from Admin re: budget comparison	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from Admin re: American Tower offer	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from Admin re: community benefits survey	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Date	Professional	Description	Hours	Amou	Item 16A.
09-27-2021	SRB	Review and respond to correspondence from S. Stec Re: Council meeting agenda	0.25	No Charge	
09-27-2021	SRB	Review and respond to correspondence from S. Stec Re: Council meeting agenda	0.25	No Charge	
09-27-2021	SRB	Prepare for and participate in study session of City Council	1.00	No Charge	
09-27-2021	SRB	Prepare for and participate in regular meeting of City Council	1.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from K. London re Metro Act permit	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Mayor Re: zoom meeting format	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from S. Stec Re: cannabis scoring matrix	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from S. Stec Re: Sidewalk assessment	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from S. Stec Re: JMC litigation	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Admin re: zoom meetings	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Admin re: JMC litigation	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Admin re: JMC litigation	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Admin re: census results	0.25	No Charge	
09-28-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-29-2021	SRB	Review and respond to correspondence from Admin re: cannabis scoring matrix	0.25	No Charge	
09-29-2021	SRB	Review and respond to correspondence from Admin re: traffic detour	0.25	No Charge	
09-29-2021	SRB	Review and respond to correspondence from Admin re: Metro Act permits	0.25	No Charge	
09-29-2021	SRB	Review and respond to correspondence from Admin re: FOIA request	0.25	No Charge	
09-29-2021	SRB	Review and respond to correspondence from S. Stec Re: cannabis scoring matrix	0.25	No Charge	

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Date	Professional	Description	Hours	Amount
09-30-2021	SRB	Review and respond to correspondence from S. Stec Re: cannabis scoring matrix	0.25	No Charge
09-30-2021	SRB	Review and respond to correspondence from Admin re: Council meetings	0.25	No Charge
09-30-2021	SRB	Review and respond to correspondence from Admin re: traffic control devices	0.25	No Charge
09-30-2021	SRB	Review and respond to correspondence from Admin re: election commission meeting	0.25	No Charge
09-30-2021	SRB	Services Rendered		2,500.00
			Total	2,500.00

Time Summary

Professional	Hours	Amount
Scott Baker	41.50	2,500.00
Total		2,500.00

Total for this Invoice 2,500.00



LAW OFFICE

BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207
 NOVI, MICHIGAN 48375
 Phone: (248) 230-4103 Fax: (248) 929-0835
www.bakerelowsky.com

October 13, 2021

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

Invoice Number: 1182

Invoice Period: 09-01-2021 - 09-30-2021

RE: Prosecution/Code Enforcement**Time Details**

Date	Professional	Description	Hours	Amount
09-01-2021	SRB	Review and respond to correspondence from Chief McKee re leaving scene of property damage accident	0.25	32.50
09-01-2021	SRB	Participate in stakeholder zoom meeting for 46th District Court re pandemic response	0.75	97.50
09-02-2021	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 21LV01069B	0.50	65.00
09-07-2021	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 21LV00951A	0.50	65.00
09-08-2021	SRB	Appear for prosecution docket via Zoom in 46th District Court	2.75	357.50
09-09-2021	SRB	Review multiple correspondence from Sgt. Zang and property owner re 26711 Southfield	0.50	65.00
09-10-2021	SRB	Review correspondence and motion filed by defense attorney re 18LV00986	0.25	32.50
09-13-2021	SRB	Review and respond to correspondence from police clerk re traffic control ordinance	0.25	32.50
09-13-2021	SRB	Review of file materials and Notices to Appear for 09/15/2021 docket and correspondence to Police Clerk concerning records re: 20LV02136A, 21LV01098A, 21LV00866,67,68, 21LV00992A, 20LV00885A, 20LV02029B, 20LV01309B, 21LV00603A,B,	1.25	162.50

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 1 of 3

Date	Professional	Description	Hours	Amount	Item 16A.
		21LV00887B.			
09-14-2021	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 2LV00992A	0.50	65.00	
09-14-2021	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 2LV01098A	0.50	65.00	
09-14-2021	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 21L0001726	0.50	65.00	
09-14-2021	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 21LV02136A	0.50	65.00	
09-14-2021	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 21LV00603 A/B	0.50	65.00	
09-14-2021	SRB	Review and respond to correspondence from code officer re 21L0001726	0.25	32.50	
09-15-2021	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 21LV00887B	0.50	65.00	
09-15-2021	SRB	Attempted phone contact with Defendant re 20LV00885A	0.25	32.50	
09-15-2021	SRB	Attempted phone contact with Defendant re 21LV00866 A, 21LV000867A and 21LV00868A	0.25	32.50	
09-15-2021	SRB	Attempted phone contact with Defendant re 20LV01309B	0.25	32.50	
09-15-2021	SRB	Attempted phone contact with Defendant re 20LV0209B	0.25	32.50	
09-15-2021	SRB	Appear for prosecution docket via Zoom in 46th District Court	3.50	455.00	
09-24-2021	SRB	Review correspondence from 46th District Court re tax garnishments	0.25	32.50	
09-24-2021	SRB	Review correspondence from 46th District Court re nolle Prosequi re 11L199296	0.25	32.50	
09-28-2021	SRB	Review and respond to correspondence from Sgt. Zang re suspicious circumstance	0.25	32.50	
09-29-2021	SRB	Review and respond to correspondence from Sgt. Zang re TCO	0.25	32.50	
			Total	2,047.50	

Time Summary

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 2 of 3

Professional	Hours	Amou
Scott Baker	15.75	2,047.50
Total		2,047.50
Total for this Invoice		2,047.50



LAW OFFICE

BAKER & ELOWSKY, PLLC

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October 13, 2021

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

Invoice Number: 1183

Invoice Period: 09-01-2021 - 09-30-2021

RE: Special Legal Services**Time Details**

Date	Professional	Description	Hours	Amount
09-01-2021	SRB	Review and respond to correspondence from planner re ordinance updates	0.25	32.50
09-01-2021	SRB	Meeting with Staff re Cannabis scoring and application	2.00	260.00
09-01-2021	SRB	Meeting with Staff and attorney from Butzel Long re Election Review	0.25	32.50
09-01-2021	SRB	Review and respond to correspondence from attorney from Butzel Long re Election Review	0.25	32.50
09-01-2021	SRB	Review and respond to correspondence from planner re cannabis applications	0.25	32.50
09-02-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.50	65.00
09-03-2021	SRB	Prepare for and participate in special meeting of City Election Commission	1.50	195.00
09-03-2021	SRB	Telephone conference with Attorney's from Butzel Long re Election Commission Meeting	0.50	65.00
09-03-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.75	97.50
09-03-2021	SRB	Review and respond to correspondence from Planner re JMC litigation	0.25	32.50

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 1 of 4

Date	Professional	Description	Hours	Amount	Item 16A.
09-03-2021	SRB	Review and respond to correspondence from resident	0.25	32.50	
09-03-2021	SRB	Review and respond to correspondence from resident	0.25	32.50	
09-04-2021	SRB	Review and respond to correspondence from resident	0.25	32.50	
09-07-2021	SRB	Review and respond to correspondence from resident re Election commission meeting	0.25	32.50	
09-07-2021	SRB	Review and respond to correspondence from resident re Election commission meeting	0.25	32.50	
09-07-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.50	65.00	
09-08-2021	SRB	Prepare for and participate in special meeting of City Election Commission	1.50	195.00	
09-08-2021	SRB	Review and respond to correspondence from planner re cannabis applications	0.25	32.50	
09-08-2021	SRB	Review and respond to correspondence from resident re Election commission meeting	0.25	32.50	
09-08-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.50	65.00	
09-09-2021	SRB	Meeting with Staff, Mayor and Mayor Pro-Tem re study session agenda	1.00	130.00	
09-09-2021	SRB	Meeting with Attorney's from Butzel Long re Election Commission review letter.	0.25	32.50	
09-10-2021	SRB	Review and respond to correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
09-10-2021	SRB	Review and respond to correspondence from resident re Election commission meeting	0.25	32.50	
09-10-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	
09-10-2021	SRB	Review and respond to correspondence from Butzel attorney re candidate issues	0.25	32.50	
09-10-2021	SRB	Review and respond to correspondence from building official re code versions	0.25	32.50	
09-13-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	
09-13-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

Page 2 of 4

Date	Professional	Description	Hours	Amount	Item 16A.
09-13-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.50	65.00	
09-14-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	
09-14-2021	SRB	Review and respond to multiple correspondence from attorney from Butzel Long re Election Review	0.50	65.00	
09-15-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	
09-15-2021	SRB	Review and respond to correspondence from resident re candidate issues	0.25	32.50	
09-15-2021	SRB	Draft notice of public hearing re 17600 E 11 Mile Road ZBA request	0.50	65.00	
09-18-2021	SRB	Review correspondence from resident re: FOIA request	0.25	32.50	
09-20-2021	SRB	Review correspondence from resident re: FOIA request	0.25	32.50	
09-21-2021	SRB	Review and respond to multiple correspondence from liability carrier attorney re JMC litigation	0.50	65.00	
09-21-2021	SRB	Review correspondence from building official re JMC expired permits.	0.25	32.50	
09-22-2021	SRB	Review correspondence from representative for JMC re expired permits.	0.25	32.50	
09-23-2021	SRB	Review correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
09-27-2021	SRB	Review correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
09-27-2021	SRB	Review correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
09-27-2021	SRB	Review correspondence from Building official re: JMC	0.25	32.50	
09-28-2021	SRB	Review correspondence from Planner re cannabis scoring matrix	0.25	32.50	
09-28-2021	SRB	Review correspondence from Planner re cannabis scoring matrix	0.25	32.50	
09-28-2021	SRB	Review correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
09-29-2021	SRB	Review correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
			Total	2,535.00	

We appreciate your business. Checks may be made payable to Baker & Elowsky, PLLC.

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Time Summary

Professional	Hours	Amount
Scott Baker	19.50	2,535.00
Total		2,535.00
Total for this Invoice		2,535.00



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

MEMORANDUM

To: LVDDA Board of Directors

From: Susie Stec, DDA and CED Director

Date: November 18, 2021

RE: Department/Director Report

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

Upcoming Events

- **FIRESIDE FRIDAYS** in back! Every Friday (weather-dependent) from **11 am – 1 pm at the Pavilion** through the end of November. We'll take a winter break and start up again in March.
- **Winter Market will be Saturday, November 27th.**
- **Christmas Tree Lighting will be Saturday, December 11th from 5 – 8 pm.**
- **Breakfast with Santa will be Saturday, December 18th from 10 am – 12 Noon.**

Past Events

- Zing! Customer Service Training was held October 28th; a dozen people attended
- Fall Fest was Saturday, October 30th; over 60 people attended

Grants

- Oakland County has partner with LVDDA on a Community Navigator Program. The grant aims to provide direct support to under-served and micro-businesses in the area. OC staff will be embedded in LV for 4 years. OC is holding interviews in December and it is anticipated that this individual will start in January
- CED/Parks & Rec applied for DNR Recreation Passport Grant to renovate Sarrackwood Park. Awards to be announced in November
- CED has submitted a request for ARP state-level funds to install HAWK signal crossings near Margate/Meadowood and City Hall.



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Commercial Business/Property Updates

- **OPEN! Ruby Lee's Honey Chicken & Shrimp (26780 Southfield Road)**
- New Business: 27051 Southfield Road (Chinese Succulents & Pots) – opening soon
- New Business: 26710 Southfield Road (Beauty Hunters) – finishing work on interior improvements; opening in November
- New Business: 28851 Southfield Road (Fish Market) – working on interior improvements
- New Business: 26079 Southfield Road (US Rehab) – working on interior improvements
- 26727 Southfield Road (BP Gas) – work is progressing. Contractor provides regular updates.
- Lathrup Village Apartments will be installing the screen wall soon. The final building phase is delayed until Spring 2022 due to material and contractor shortages

Cannabis

- Application materials are on the city's website
- Application Period is scheduled for January 3 – February 1, 2022

Infrastructure

- Sidewalk Replacement Program began in late August. Work will be along Southfield Road and in the neighborhoods south of I-696. There have been delays which will push final completion of Year 1 project areas to Spring 2022.
- Roads: Alley approaches between Sunnybrook & Cambridge (east of Southfield Rd) are complete
- GIS mapping & data collection system is in place to track excavations, fire hydrants, and gate valves
- Water Main Replacements on Wiltshire (Southfield to Lathrup Blvd) and San Rosa (Southfield to Lathrup Blvd) is complete.

Miscellaneous

- Holiday banners were installed in early November. Garland and lights throughout the district and at City Hall will be installed November 30th
- The city was notified that our Redevelopment Ready Communities (RRC) Certification is valid through 11/30/2023.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	15	33	30	28	2	20	53	10	5	11			207
Tackett warnings	11	0	1	5	0	7	12	2	1	4			
UPSHAW	13	8	11	8	3	1	1	0	0	0			45
Upshaw warnings	1	1	2	1	0	0	0	0	0	0			
BECKER	75	60	51	58	12	5	5	55	51	65			437
Becker warnings	3	2	0	0	0	0	0	0	0	0			
ROBERTS	22	20	18	29	15	18	7	16	24	10			179
Roberts warnings	24	4	4	12	7	7	2	4	9	3			
CARMACK	30	42	28	43	27	32	55	30	45	42			374
Carmack warnings	12	9	10	11	12	8	18	6	16	15			
HUSTON	29	9	6	14	1	22	19	19	5	8			132
Huston warnings	3	5	0	1	1	7	4	2	0	0			
HUTSON					1	37	49	39	19	34			179
Hutson warnings					1	13	19	7	2	8			
GIJSBERS						23	57	31	48	47			206
Gijsbers warnings						9	12	9	17	16			
LAWRENCE	5	12	15	5	23	6	13	16	3	5			103
Lawrence warnings	1	1	0	0	3	0	0	0	0	0			
BUTTON	6	17	14	10	13	21	5	9	3	9			107
Button warnings	3	8	5	3	8	16	3	5	1	5			
LASK	10	23	12	10	15	8	1	0	1	3			83
Lask warnings	10	0	1	3	5	2	0	0	1	0			

2052

2021 ACTIVITY TOTALS

Item 17B.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	YTD
SGT. TACKETT	113	92	67	64	68	22	13	22	19	62			542
UPSHAW	24	21	39	37	26	25	37	0	0	0			209
BECKER	84	68	53	75	38	71	64	97	17	121			688
ROBERTS	128	65	137	168	116	139	57	36	158	152			1156
CARMACK	351	305	332	323	256	168	131	97	244	310			2517
HUSTON	85	129	135	80	80	16	27	12	24	66			654
HUTSON					14	131	164	173	143	221			846
GIJSBERS						53	107	169	233	130			692
LAWRENCE	30	83	166	87	131	83	110	125	67	69			951
BUTTON	39	63	54	47	68	110	27	63	22	41			534
LASK	48	54	53	55	69	48	16	34	29	32			438

OCTOBER 2021 WARNING VIOLATIONS

Item 17B.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	21LV01361	10/1/2021	LATHRUP VILLAGE	MI	BUNGALOW	18800 BUNGALOW	NO PARKING 3AM-6AM	CAR
2	21LV01362	10/1/2021	LATHRUP VILLAGE	MI	SAN QUENTIN	SANTA BARBARA	NO PARKING 3AM-6AM	GIJ
3	21LV01369	10/2/2021	LATHRUP VILLAGE	MI	GOLDENGATE	BUNGALOW	DISOBEY STOP SIGN	BUT
4	21LV01370	10/2/2021	LATHRUP VILLAGE	MI	GOLDENGATE	BUNGALOW	DISOBEY STOP SIGN	BUT
5	21LV01373	10/4/2021	ROCHESTER	MI	11 MILE	LATHRUP	DISOBEY STOP SIGN	HUT
6	21LV01376	10/4/2021	LATHRUP VILLAGE	MI	SANTA BARBARA	SAN JOSE	DISOBEY STOP SIGN	ROB
7	21LV01380	10/5/2021	LATHRUP VILLAGE	MI	SUNNYBROOK	SOUTHFIELD	PROHIBITED TURN	GIJ
8	21LV01383	10/6/2021			18513 SAN QUENTIN	STANFORD CT	IMPROPER PARKING	HUT
9	21LV01389	10/6/2021	SOUTHFIELD	MI	11 MILE	LATHRUP	NO PROOF INSURANCE	GIJ
10	21LV01391	10/7/2021	LATHRUP VILLAGE	MI	BUNGALOW	18586 BUNGALOW	NO PARKING 3AM-6AM	CAR
11	21LV01394	10/8/2021	LATHRUP VILLAGE	MI	AVILLA	17415 AVILLA	NO PARKING 3AM-6AM	CAR
12	21LV01397	10/9/2021	LATHRUP VILLAGE	MI	LATHRUP	27791 LATHRUP	NO PARKING 3AM-6AM	CAR
13	21LV01398	10/9/2021	LATHRUP VILLAGE	MI	SAN ROSA	SOUTHFIELD	NO PARKING 3AM-6AM	CAR
14	21LV01407	10/10/2021	SOUTHFIELD	MI	BLOOMFIELD	WILTSHIRE	DISOBEY STOP SIGN	BUT
15	21LV01414	10/12/2021	LATHRUP VILLAGE	MI	SANTA BARBARA	SAN JOSE	DISOBEY STOP SIGN	ROB
16	21LV01423	10/14/2021	FARMINGTON HILLS	MI	SOUTHFIELD	WILTSHIRE	EXPIRED PLATES	BUT
17	21LV01424	10/14/2021	FARMINGTON HILLS	MI	SUNSET BLVD	SARATOGA BLVD	EXPIRED PLATES	BUT
18	21LV01437	10/19/2021	REDFORD	MI	11 MILE	SOUTHFIELD	DISOBEY STOP SIGN	ROB
19	21LV01439	10/19/2021	SOUTHFIELD	MI	SOUTHFIELD	12 MILE	PROHIBITED TURN	CAR
20	21LV01442	10/20/2021	REDFORD	MI	SOUTHFIELD	AVILLA	EXPIRED PLATES	HUT
21	21LV01443	10/20/2021	LATHRUP VILLAGE	MI	SANTA BARBARA	GLENWOOD	NO PARKING 3AM-6AM	HUT
22	21LV01452	10/21/2021	LATHRUP VILLAGE	MI	SAN QUENTIN	BLOOMFIELD	NO PARKING 3AM-6AM	CAR
23	21LV01482	10/24/2021	OAK PARK	MI	EVERGREEN	SARATOGA BLVD	EXPIRED PLATES	GIJ
24	21LV01483	10/24/2021	HARPER WOODS	MI	SOUTHFIELD	CAMBRIDGE	DROVE WITHOUT LIGHTS	GIJ
25	21LV01507	10/27/2021	LINDEN	MI	SOUTHFIELD	SUNNYBROOK	PROHIBITED TURN	GIJ
26								
27								

OCTOBER 2021 WARNING VIOLATIONS

Item 17B.

[illegible]

OCTOBER 2021 WARNING VIOLATIONS

Item 17B.

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ALARM SUMMARY FOR OCTOBER 2021

0	burglar alarms	(C3902)	(October 1 – October 31)
20	false alarms	(L5060)	(October 1 – October 31)

All alarms were considered false or operator error

of these alarms were un-registered

4 commercial

6 residential

2 citations issued for unregistered alarms in September:

18100 W. Eleven Mile – Chase Bank – **did not appear/ was issued a fine by the court**

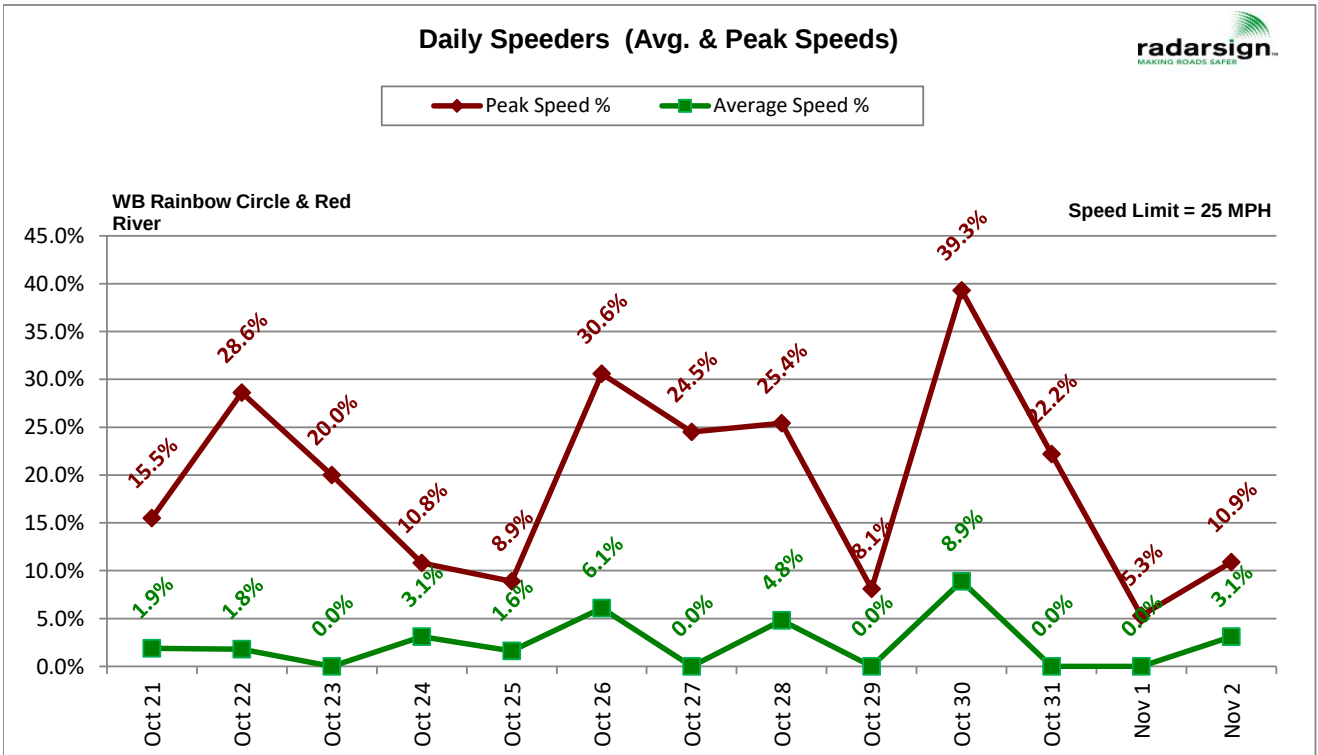
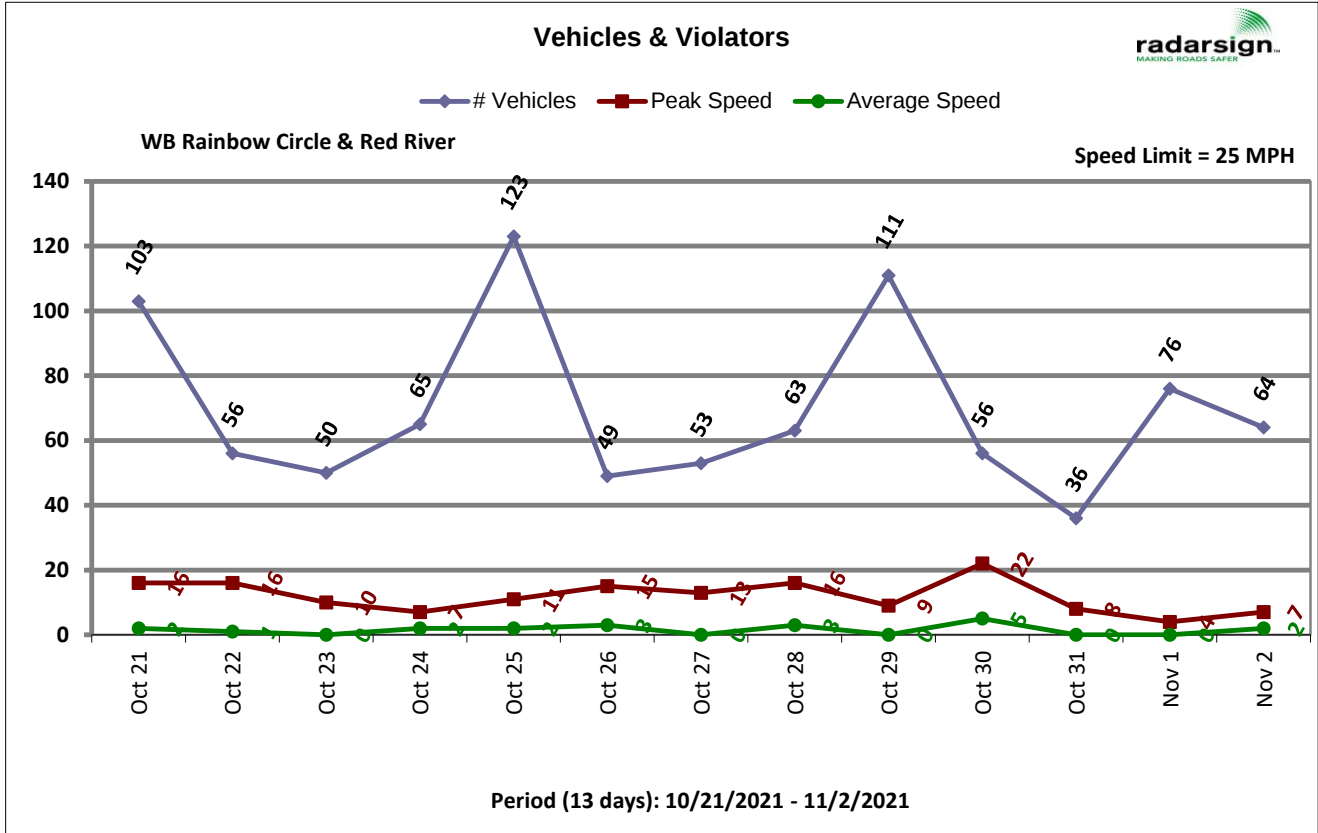
Chase has had 8 alarms in 2021

Chase was provided 2 alarm registrations, neither was returned

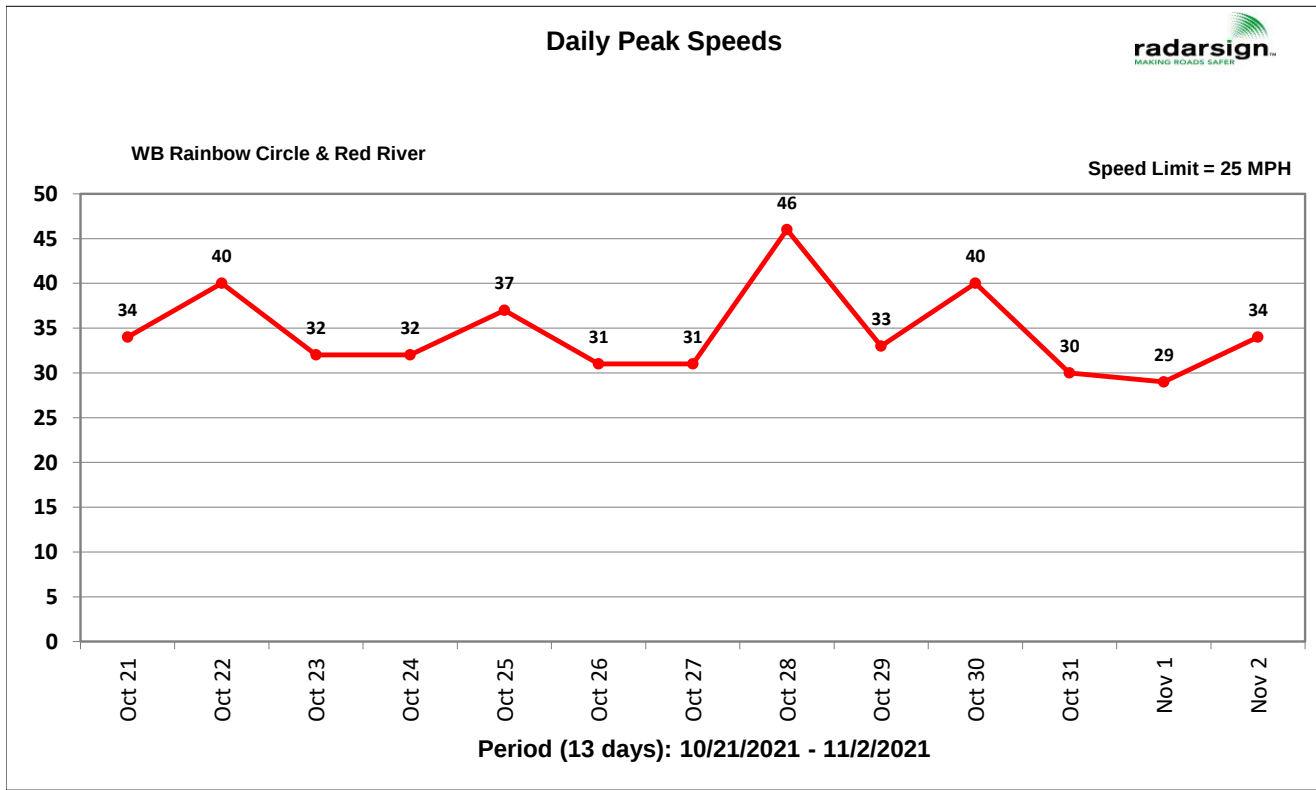
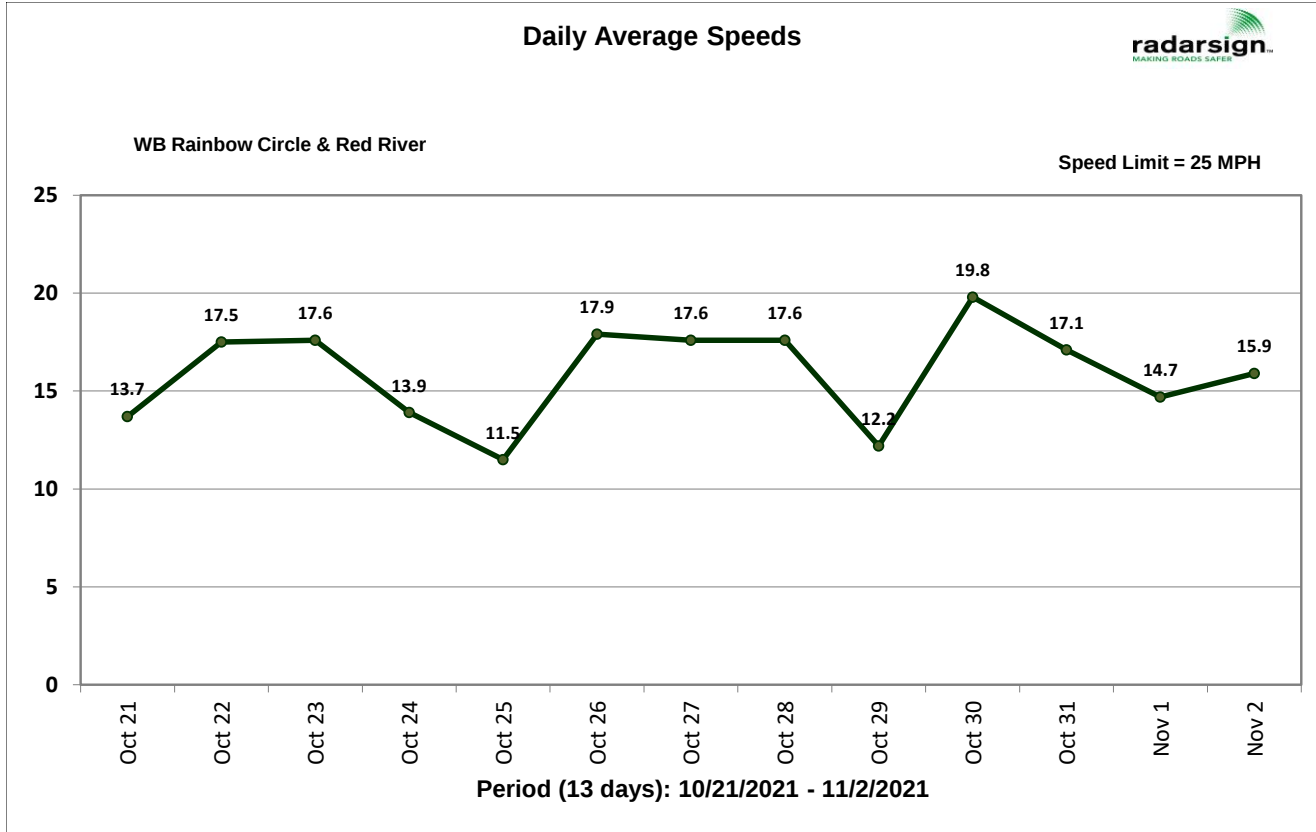
26612 Southfield Road – The Candy Shop – **did not appear/ was issued a fine by the court**

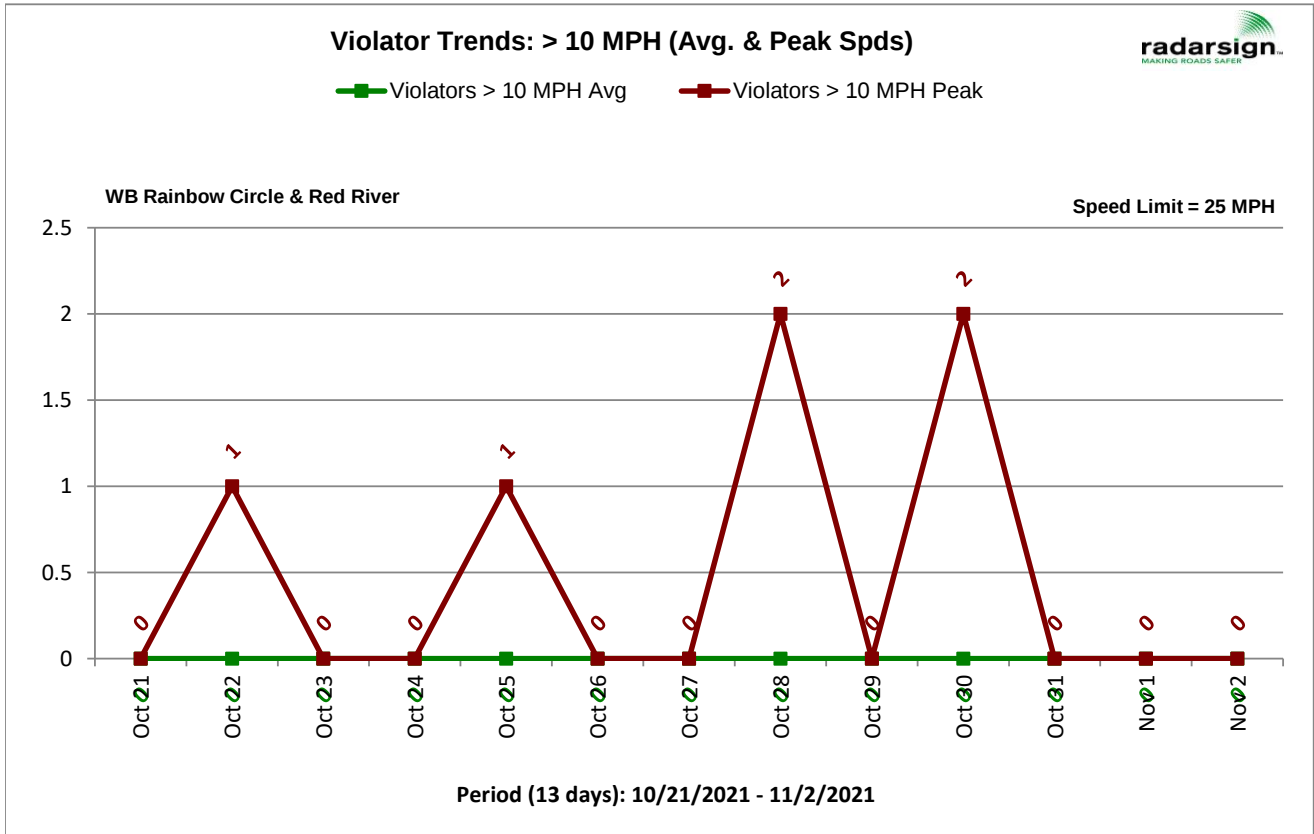
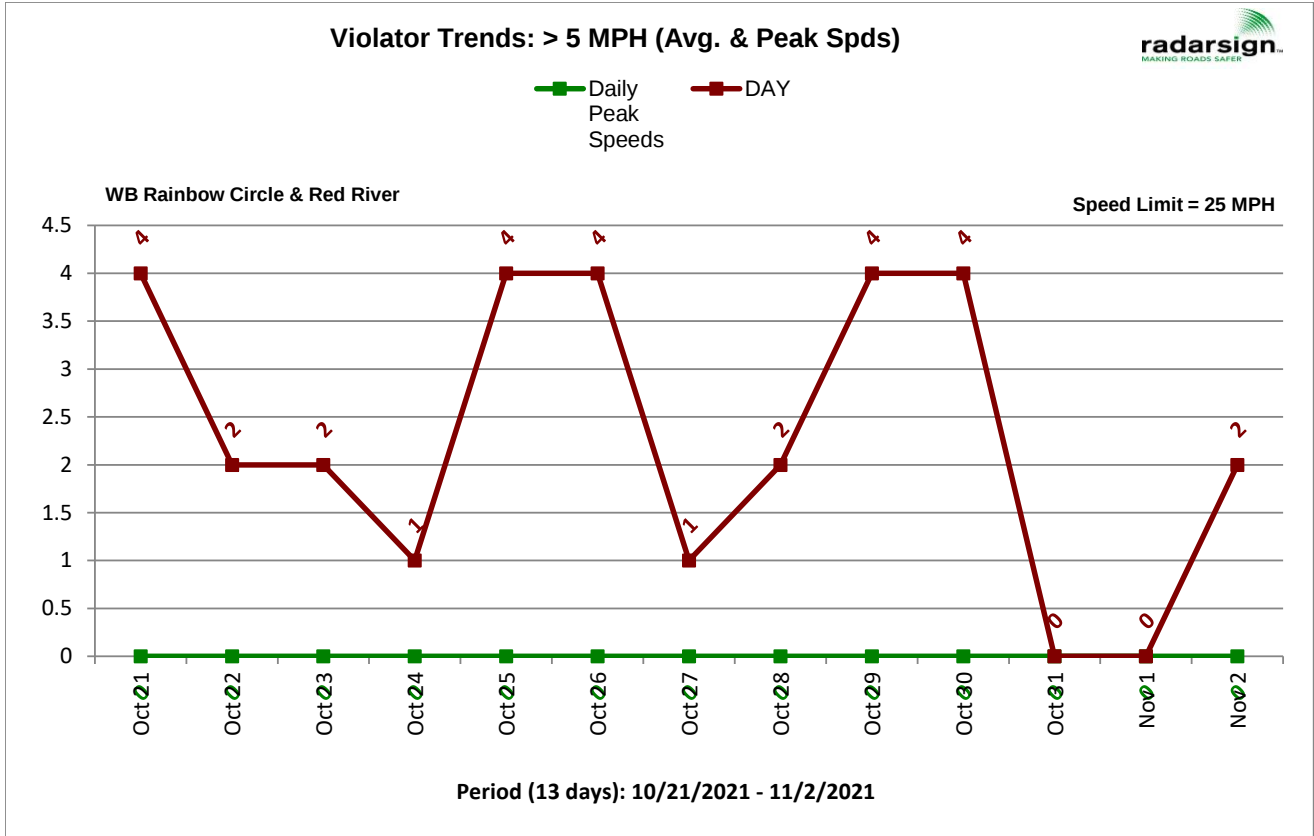
DeMaggio has had 6 alarms in 2021, 3 in October

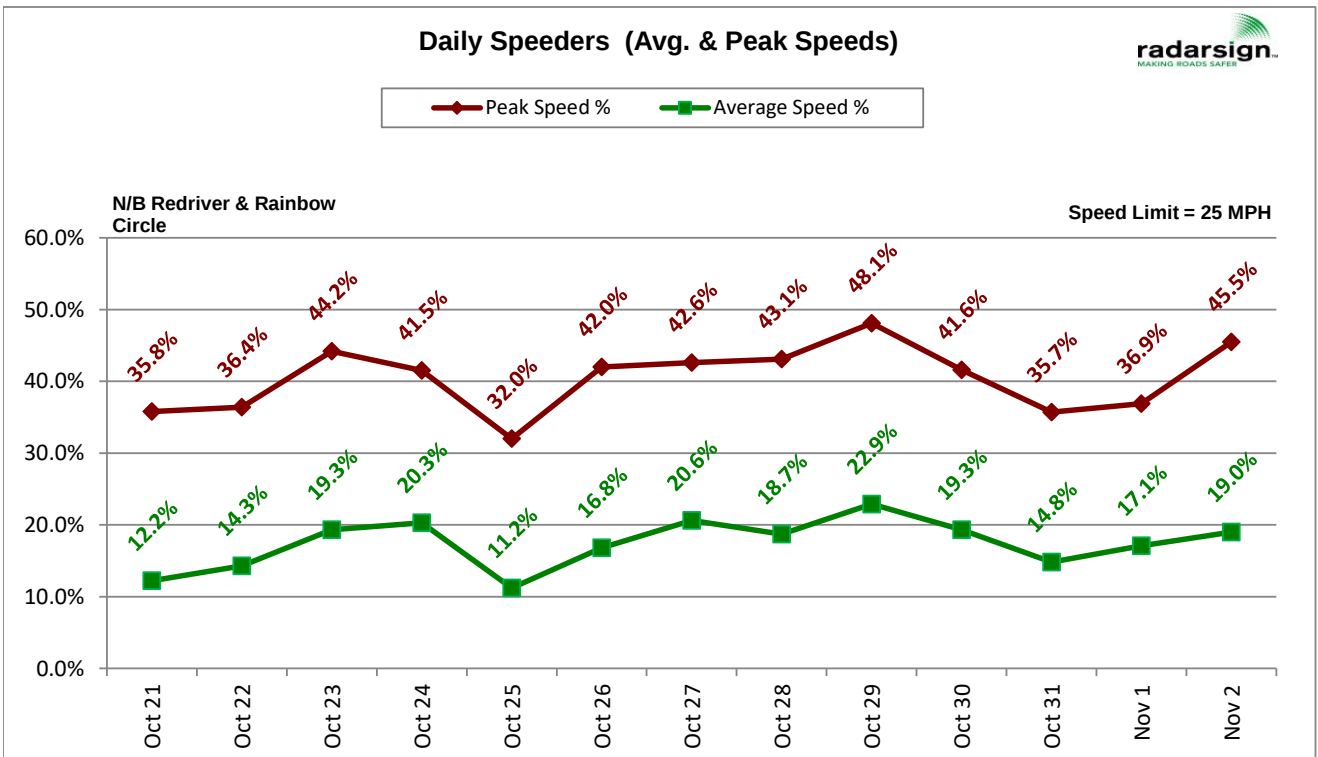
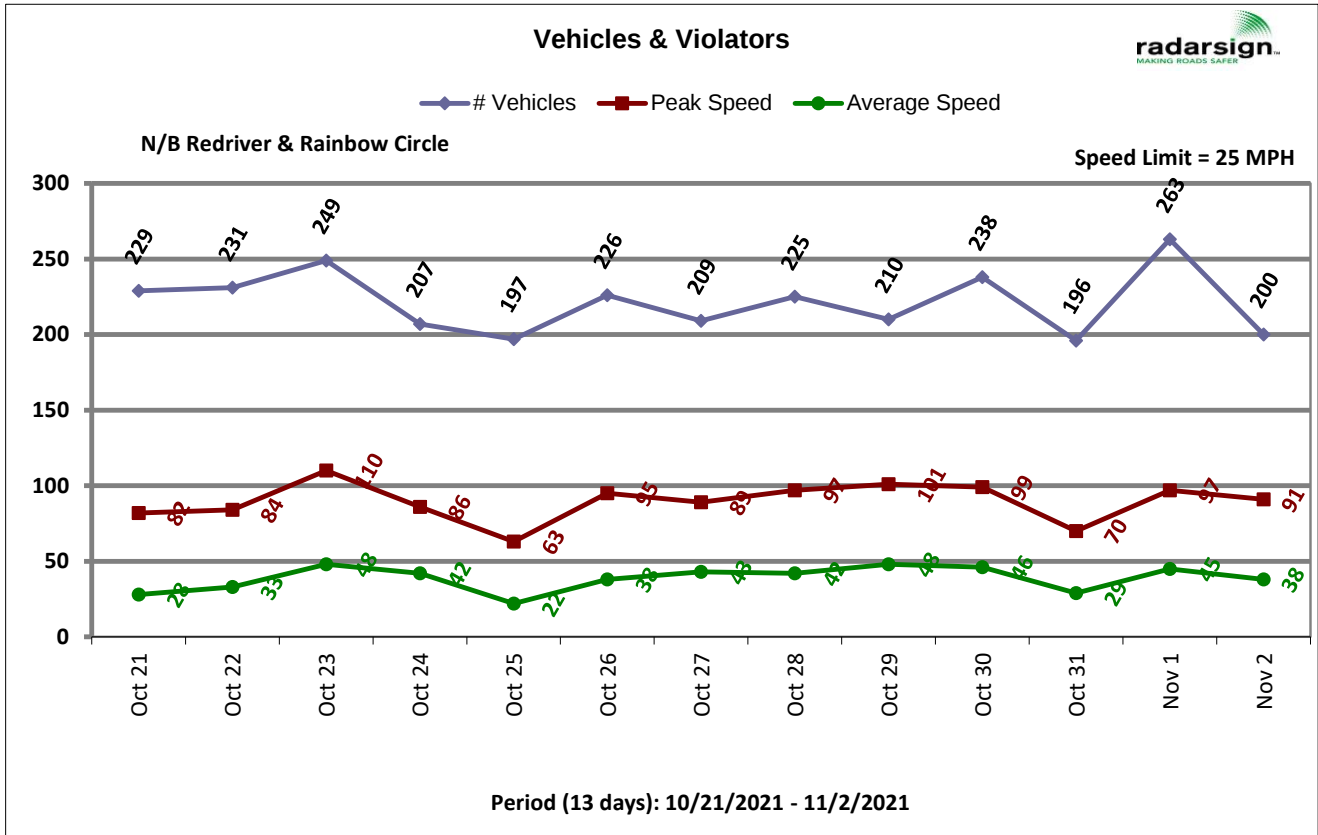
AT&T has had 9 alarms in 2021



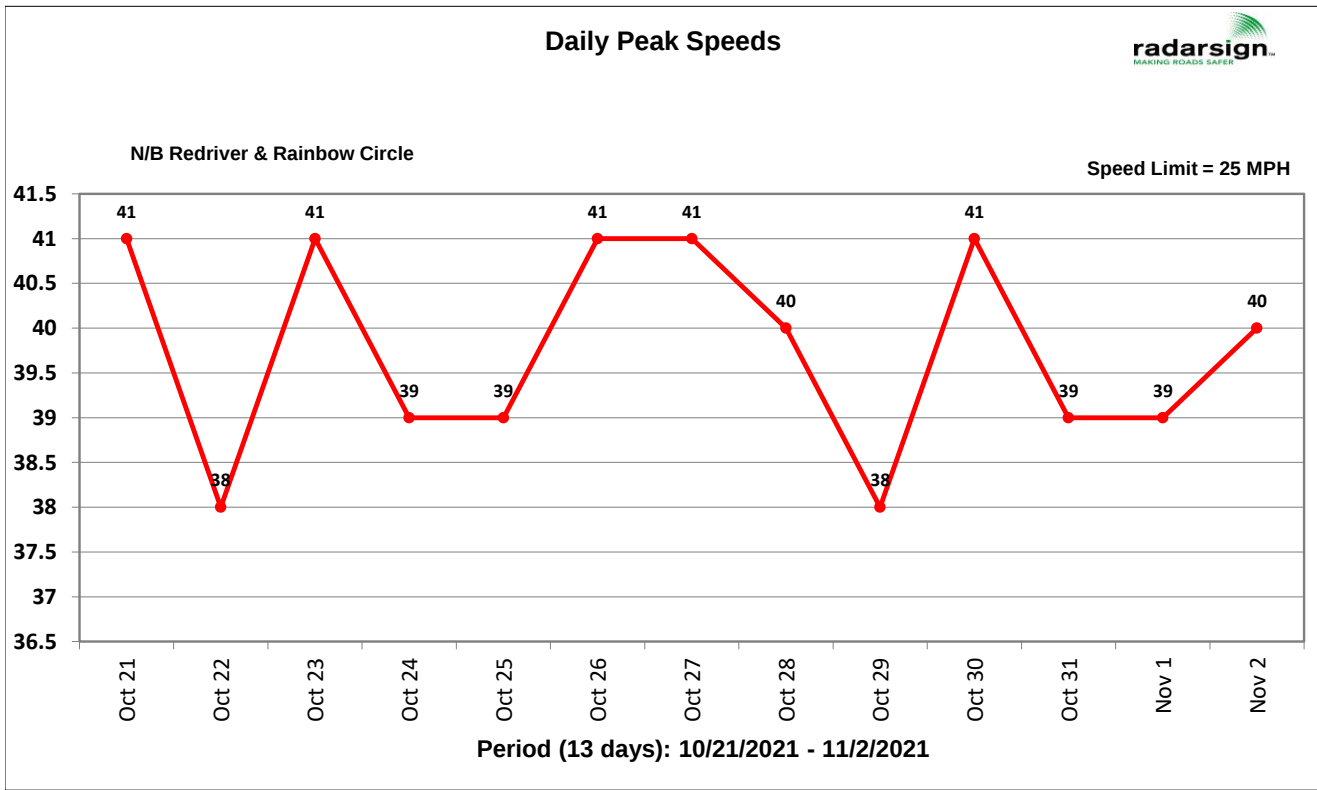
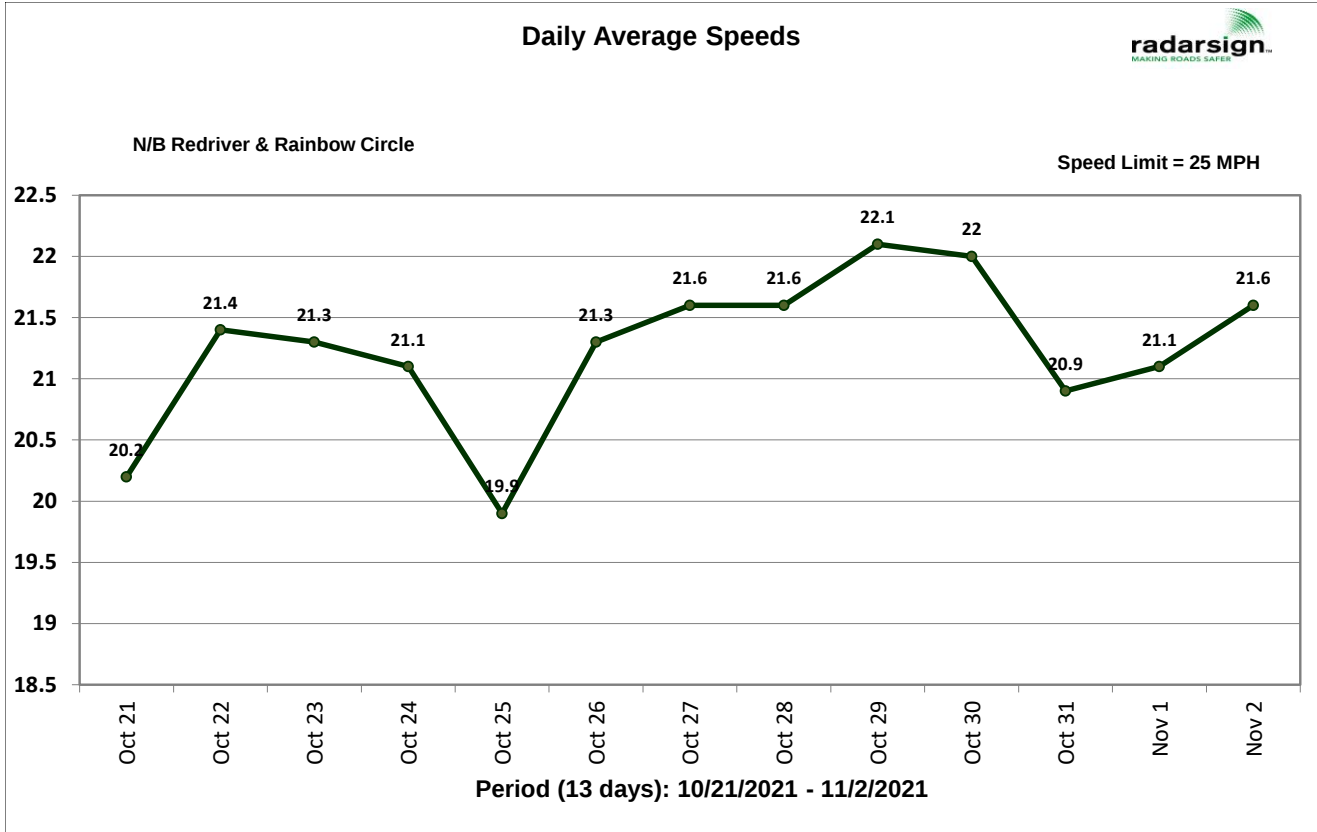
Period (13 days): 10/21/2021 - 11/2/2021







Period (13 days): 10/21/2021 - 11/2/2021



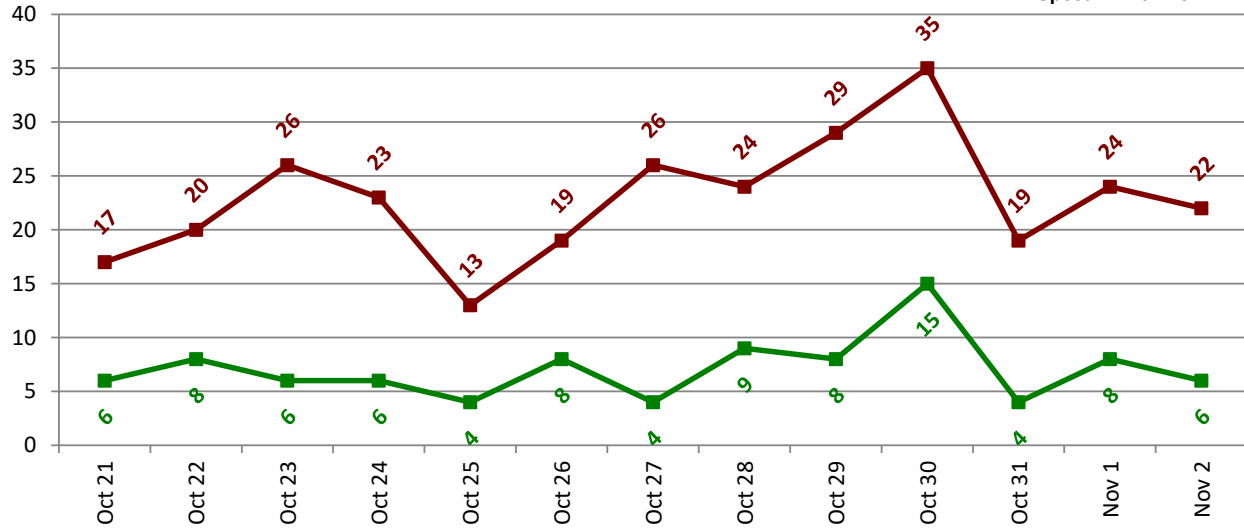
Violator Trends: > 5 MPH (Avg. & Peak Spds)



■ Daily Peak Speeds
■ DAY

N/B Redriver & Rainbow Circle

Speed Limit = 25 MPH



Period (13 days): 10/21/2021 - 11/2/2021

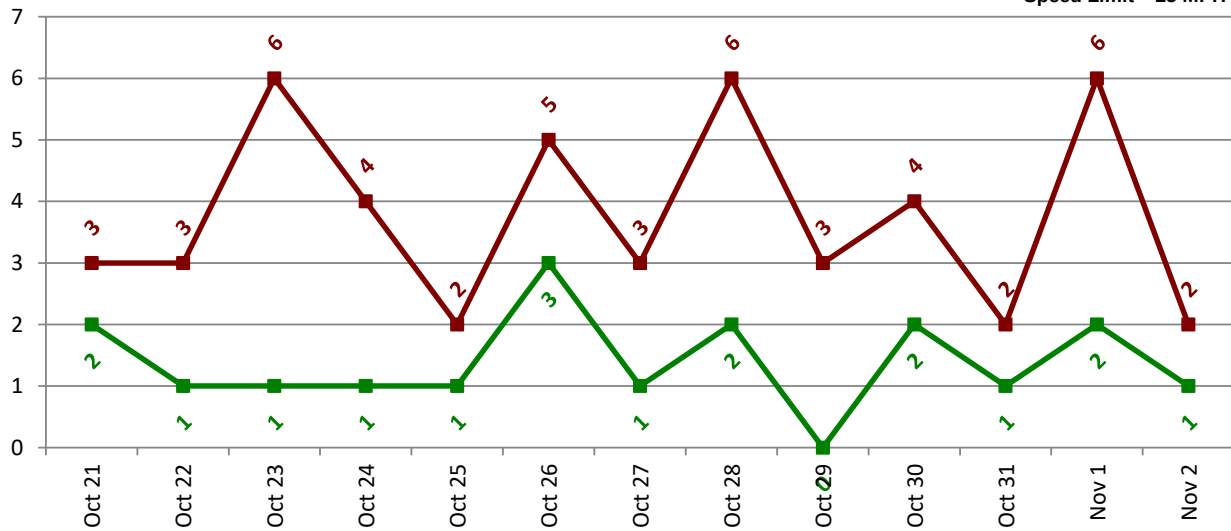
Violator Trends: > 10 MPH (Avg. & Peak Spds)



■ Violators > 10 MPH Avg
■ Violators > 10 MPH Peak

N/B Redriver & Rainbow Circle

Speed Limit = 25 MPH



Period (13 days): 10/21/2021 - 11/2/2021

DATE	EVENT	WHO PARTICIPATED	ACTIONS
10/2/2021	new tablet for senior	various members	Bikes and BBQ
10/13/2021	OCACP	McKee/Zang	October Oakland Co Chief's meeting
10/14-15 2021	Active Assailant Conference	McKee/Zang	National training conference to debrief recent acts of terrorism
10/14/2021	Clemis Advisory meeting	McKee	Board meeting followed by county wide update on Clemis projects
10/20/2021	Verkada	McKee/Zang	Install an updated camera to see the updated quality and features
10/20/2021	MML Loss control meeting	McKee	Met with MML rep to discuss past claims and training options
10/21/2021	Commercial Building meeting	McKee	Zoom meeting to discuss Commercial Building enforcement
10/26/2021	P25 Radio update	McKee	Oakland County radio project update
10/28/2021	Zingermans training	McKee/Zang	Customer service training
10/30/2021	Trunk or Treat	various members	Halloween trunk or treat at City Hall
10/30/2021	TIA	McKee	Update on light sequence changes at 11 mile / Southfield
weekly	Mrs. Bloom	various members	check on adopt a senior member
weekly	Mrs. McReynolds	various members	check on adopt a senior member
weekly	Mrs. Egan	various members	Mrs. Egan recently had a stroke so in addition to weekly phone calls, she has needed assistance with getting her trash wheeled out.
weekly	Mrs. Brady	Carmack	check on adopt a senior member
weekly	Mrs. Rasmussen	Knoll	Mrs. Rasmussen gets a weekly phone call to check on her.
weekly	Mrs. Gore	various members	check on adopt a senior member
monthly	Mrs. Erwin	Knoll	just wants a monthly phone check up. Has a neighbor that checks on her regularly / Mrs. Erwin is moving to independent living but keeping her home here for a year

City of Lathrup Village Police Department - Monthly Activity Summary

October 2021

10/02/2021 21-8566 DWLS Arrest

An Officer initiated a traffic stop for red light violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/02/2021 21-8589 Civil Matter

A resident came into LVPD to make a report concerning an argument with a contractor she hired to do work at her home. She was advised it was a civil matter and told how to proceed.

10/05/2021 21-8697 Mental Health Call

An Officer responded to a call that a daughter was arguing with her mother over the distribution of an inheritance. The mother stated her daughter was not mentally stable but Officers confirmed that she did not meet the criteria for a commitment. Officers mediated the situation.

10/06/2021 21-8762 DWLS Arrest

An Officer initiated a traffic stop for an expired license plate violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene. The subject was also verbally served a PPO which was approved and valid.

10/07/2021 21-8783 Sudden Death – Natural

An Officer was sent to investigate a sudden death. It was determined to be natural. Medical Examiner was advised and the proper paperwork was completed.

10/09/2021 21-8866 Lost Property

A citizen came in to report that she lost her drivers license and it was last seen at a local restaurant. She was advised on how to obtain a new one.

10/09/2021 21-8877 DWLS Arrest

An Officer initiated a traffic stop for an expired license plate violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/10/2021 21-8885 Reckless Driving

An Officer initiated a traffic stop on a vehicle which was driving at a high rate of speed through a neighborhood. The driver was given a misdemeanor citation for Reckless Driving.

10/11/2021 21-8909 Traffic complaint

An Officer Impounded a vehicle which was found broken down on the roadway. The vehicle had no license plate on it.

10/12/2021 21-8975 Threats Complaint

An Officer responded to a local health care facility to take a report of threats which came from a woman who was upset that the facility could not do anything further to help her boyfriend, who was a former client.

10-12/2021 21-8995 Suspicious Person

An Officer located a suspicious man behind a local business after hours. The man was apparently casing the premises for a future larceny. He was temporarily detained due to multiple warrants, but was released when no agency holding a warrant wished to pick him up.

10/13/2021 21-8992 Traffic Arrest

An Officer initiated a traffic stop for an improper lane usage violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/13/2021 21-9014 Mental Health Call

Officers responded with a court order to check in a female for a psychological evaluation. The woman, was being accused by her niece of mistreating her mother, who was elderly. She was taken to Common Ground in Pontiac by Officers. (Related to 21-9016 & 21-9060)

10/13/2021 21-9016 Welfare Check

Officers responded to the same residence where a woman was taken in for a commitment by a court order due to a boyfriend of the committed women causing a disturbance. The man asked to leave and order was restored. (Related to 21-9014 and 21-9060)

10/14/2021 21-9060 Civil Matter

Officers arrived at a residence where a daughter was concerned that her mother was being taken advantage of. The reporting party had just been released from a psychological evaluation. Officers confirmed that the woman was being well taken care of. Twenty-four-hour care was beginning this week. (Related to 21-9014 & 21-9016)

10/15/2021 21-9090 Suspicious Circumstances

Officer responded to a residence where a woman was beating on the doors and windows attempting to gain entry. It was determined that the woman was attempting to get her personal items from a man, the homeowner's nephew, whom she had relations with earlier in the night. The items were located and given to her. She was transported to a bus stop outside of the city.

10/16/2021 21-9116 Suspicious Circumstances

An Officer took a report from a subject who was previously committed for a psychological evaluation. She believed that while she was at that facility, family members or health care workers which were in her home may have taken a folder which she cannot locate.

10/17/2021 21-9138 DWLS Arrest

An Officer initiated a traffic stop for a stop sign violation. It was determined that the driver had a suspended drivers license. He was issued a misdemeanor citation for DWLS and the vehicle was released to another licensed driver who was on scene.

10/17/2021 21-9140 Assist other Law Enforcement Agency

An Officer assisted Southfield PD locate an unoccupied vehicle, in the city, which fled from that Officer and Southfield Officers after ramming multiple Southfield Patrol Units.

10/18/2021 21-9176 Found Property

A subject turned in a set of lost keys found in a nearby parking lot. The owner was unable to be determined. They were help in property for safekeeping.

10/18/2021 21-9177 Suspicious Person

A subject came into LVPD to report that while traveling in the city, her vehicle was being followed by a man who was taking photos of her. She was concerned because of an ongoing investigation concerning her ex-husband. She acquired a good license plate. Officers were able to speak to the man who stated he was not following her or taking photos of her and would be willing to come in and write out a statement if necessary.

10/18/2021 21-9181 Abandoned Auto

A stalled and blocking vehicle was located on a public roadway by an Officer. The owner was not able to be contacted. The vehicle was impounded.

10/18/2021 21-9190 Juvenile Complaint

An Officer responded to a local residence where a young juvenile was knocking on a door asking for help. The boy was found, who directed the Officer down the road to the home he lives in. Contact was made with the adopted parents of the boy. They advised that they recently adopted the boy, who also has a history of running away from his previous foster family.

10/19/2021 21-9214 DWLS Arrest

An Officer initiated a traffic stop for a speeding violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and the subject was given a ride home by Officers.

10/19/2021 21-9216 Assist other Government Agency

An Officer went to a residence for a welfare check which was requested by Adult Protective Services. An officer investigated and conveyed information back to APS. APS advised that a competency evaluation was going to be conducted in preparation for a court hearing to determine a future caretaker situation.

10/19/2021 21-9224 Assist other Government Agency

Officers attempted multiple time to serve a cease and desist order from the State of Michigan in reference to a subject who was running a hair salon from a local business without a license. Since contact could not be made the order was posted on the exterior building doors and the door to the salon.

10/19/2021 21-9232 Welfare Check / APS Notification

An Officer was sent to a local residence to conduct a welfare check on a subject. The Officer investigated but did not take action that day. LVPD Detective later contacted Adult Protective Services and requested they look into the matter. They did, however they closed the case and denied any assistance.

10/20/2021 21-9250 DWLS Arrest

An Officer initiated a traffic stop for an expired license plate violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and the subject was given a ride home by Officers.

10/20/2021 21-9276 Mental Health Call

Officers responded to a residence where a subject with known mental health issues and a crack-cocaine addiction had caused a disturbance and thrown a flower pot through a front window. The subject was persuaded into voluntarily going to a local hospital for a psychological evaluation.

10/20/2021 21-9283 DWLS Arrest

An Officer initiated a traffic stop for disregarding a traffic control device. It was determined that the driver of the vehicle had a suspended drivers license. Due to extenuating circumstances, the

vehicle was parked in a nearby lot and the driver was advised to have a licensed driver come and retrieve it. He was cited for DWLS and released at the scene.

10/22/2021 21-9353 Hospice Death

An Officer responded to a local residence where a hospice patient passed away. An investigation was conducted and it was deemed to be natural. Medical Examiner was contacted by the Officer.

10/23/2021 21-9396 Mental Health Call

An Officer responded to a residence where a welfare check was requested on a subject. The subject advised the Officer that she was hearing gunshots, seeing dead bodies. The subject was transported to a local hospital where she could receive a psychological examination.

10/24/2021 21-9433 DWLS Arrest

An Officer initiated a traffic when it was determined by LEIN that the registered owner had a suspended rivers license. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/24/2021 21-9440 DWLS Arrest

An Officer initiated a traffic stop for a stop sign violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/24/2021 21-9453 Fraud

A resident reported that she received a call from a local bank indicating that her credit card drawn on the account had been compromised. After reporting this to the bank directly, it was found that an employee of the bank may be defrauding members. LVPD Detective is currently working with the bank and the investigation is still open.

10/25/2021 21-9469 Vehicle Impound

An Officer initiated a traffic stop for a red-light violation. It was determined that the license plate on the vehicle was to be confiscated for fraudulent applicant or insurance. It was also determined that the vehicle had no insurance currently. The vehicle was towed and the driver was cited for no insurance and a red-light violation.

10/25/2021 21-9454 DWLS Arrest

An Officer initiated a traffic when it was determined by LEIN that the registered owner had a suspended rivers license. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offence. His vehicle was impounded and he was released at the scene.

10/26/2021 21-9508 Flee and Elude

An Officer attempted to initiated a traffic stop on a vehicle, which subsequently fled at a high rate of speed. The pursuit was terminated upon leaving the city.

10/26/2021 21-9535 Welfare Check

An Officer was called to a home to check on an elderly resident who had not been heard from in a few days. Verbal contact was made with the subject inside the garage, but he indicated he could not get to the door. Officers along with Firefighters, were able to get into a window and find the man. He had fallen and was on the ground for an estimated 2 days. He was transported by SFD for treatment.

10/26/2021 21-9537 DWLS Arrest

An Officer investigated an incident where the driver of a vehicle would not initially stop for them, but did not actively flee. It was determined that the driver had a suspended license. The vehicle was impounded and the driver was issued a citation for DWLS, Careless Driving, Unregistered Vehicle and No Insurance.

10/26/2021 21-9538 Suspicious Circumstance

One party from a previous traffic related incident came into LVPD to report that the other party was harassing them. They stopped after a minor collision, exchanged information and left. A report was not going to be made. The second party later came in to give their side of the story. Both parties maintain that the other party is harassing them. The incident was documented.

10/27/2021 21-9580 DWLS Arrest

An Officer initiated a traffic stop for an expired license plate violation. It was later determined that the driver did not have a driver's license. He was given a misdemeanor citation for the offense. His vehicle was impounded and he was released at the scene.

10/27/2021 21-9608 Felony Arrest Warrant

An Officer initiated a traffic stop for a moving violation. It was found during an investigation that the driver had a felony warrant for embezzlement out of another jurisdiction. That jurisdiction wanted the subject. The Officer met that department and turned over the subject to them.

10/29/2021 21-9688 Traffic Accident / Domestic

While an Officer was investigating a traffic crash, parties involved, who had a domestic relationship became engaged in an argument, which one party claimed was physical. Due to parties being injured from the accident, medical attention was sought and the incident was documented.

10/29/2021 21-9693 Domestic Assault and Battery

An Officer responded to a local business where a woman was assaulted by her ex-boyfriend after meeting in the parking lot. The woman was physically assaulted and her phone was destroyed by the man. The man had fled the scene prior to the Officers arrival. The incident was documents and sent to the Oakland County Prosecutors Office for review.

10/31/2021 21-9739 Family Trouble

Officers responded to a residence where an argument was happening between an ex-boyfriend and ex-girlfriend. It was determined that nothing physical occurred and no other crime had occurred. The parties were separated. No arrests were made.

10/31/2021 21-9747 Hospice Death

An Officer responded to a local residence where a hospice patient passed away. An investigation was conducted and it was deemed to be natural. Medical Examiner was contacted by the Officer.

11/16/2021

Residential Enforcement List

Item 17D.

Address	Business Name	Violation Violation	Category	Status	Date Closed
18741 SAN JOSE BLVD	PLUMMER, FRANCIS R	9/8/2021 received a complaint of debris on Westside side of the house. Good afternoon, I've tried calling several times regarding the home at 18741 San Jose. As discussed previously, there are several code violations besides the tall grass. On the side of the house looks like a junk yard and is a breeding ground for rodents. Please address. Pictures are attached On Aug 31, 2021, at 09:33, Sharonda Powers <spowers2311@gmail.com> wrote:	DEBRIS	VIOLATION	
18819 SUNNYBROOK AVE	MACK, APRIL	9/10/2021 Dead tree's must be removed within 10 days.	Dead Tree	VIOLATION	
26811 BLOOMFIELD S DR	MARSHALL, JAMES	9/20/2021 Orange fence put up behind property to dictate property line. also, debris (concrete, and branches in a pile beaver dam). Spoke with the homeowner stated the orange fence will remove today, and the pile of debris needed time of 3 weeks.	COMPLAINT -	SANITATION	

11/16/2021

Residential Enforcement List

Item 17D.

Address

Business Name

Violation
Violation

Category

Status

Date Closed

28860 LATHRUP BLVD

FIELDS, DONYA C

9/23/2021 Culvert is clogged must clean to make storm water flow freely.

Tree Branches

VIOLATION

ARTICLE II. - S7

28860 LATHRUP BLVD

FIELDS, DONYA C

9/23/2021 Tree branches must be trimmed 8' from sidewalk.

Tree Branches

VIOLATION

It shall be the duty

17387 ROSELAND BLVD

MCCAIN, BOOKER

9/23/2021 Must clean culvert of all debris for water to flow freely.

Property Maintenance VIOLATION

17401 ROSELAND BLVD

SADLER, JAMES L

9/23/2021 Must clean culvert from debris for water to flow freely.

Ditch and Culvert VIOLATION

11/16/2021

Residential Enforcement List

Item 17D.

Address	Business Name	Violation Violation	Category	Status	Date Closed
18520 LINCOLN DR	SIMS JR, CLEOTHA	9/28/2021 Remove all top soil from the ditch area, per section 30-45 Restricting flow or filling of ditches, , it shall be unlawful to cover over or fill any roadside drainage ditch. 10/5/2021 Spoke with homeowner to remove all topsoil from the ditch area. I told DPS to cut the tree root covering the culvert.	Ditch and Culvert	VIOLATION	

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Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
26021 SOUTHFIELD RD	KATTOUAH, ANDROS	9/20/2021 Tall weeds along sidewalk and parking blocks must cut down.	Tall Grass/ Weeds	VIOLATION	
Tall Grass and Weeds Grass and weeds have exceeded a height of 7 inches. If not cut within 48 hours the violation will be corrected by the City's Contractor at homeowner's expense.					
302.1 Sanitation All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.					
28050 SOUTHFIELD RD ST SHEMSAN INVESTMENT		9/22/2021 Tree branches in the rear of the property has to be removed.	Tree Branches	VIOLATION	
82-70 Maintenance of property (a) Every property owner and other person in possessory control of a parcel of private property shall maintain such parcel and the adjoining right-of-way as follows: (1) There shall be a clear space upwards from the ground to eight feet above all public streets, alleys and sidewalks. (2) No broken, dead, diseased, or decayed limbs, branches, or trees which are likely to fall upon any public street or public sidewalk shall be permitted to exist. (3) No plant materials which interfere with or obscure the view of any traffic control device or street, alley, or sidewalk in such fashion as to constitute a hazard to the travelling public shall be permitted to exist. (b) All properties found to be in a condition violative of this section are declared to be public nuisances. (Code 1991, art. V, ch. 7, § 111)					
28601 SOUTHFIELD RD	JAGGED FORK HOLDING	9/21/2021 In front of Jagged Fork there was garbage and debris on the corridor. Spoke to the owner of Jagged Ford, She immediately had employees go out and remove all garbage and debris from the corridor.	DEBRIS	SANITATION	
Trash at Curb Trash items have been placed at curb before 4:00pm on Thursday.					
302.1 Sanitation All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.					

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
28505 SOUTHFIELD RD	HELP CENTER INVESTM	9/23/2021 Front window is broken, must repair.	Property Maintenance	VIOLATION	

11/2/2021 No change

14-403 Maintenance requirements.

(a) Properties subject to this section shall be, in comparison to the neighborhood standard, kept free of weeds, dry brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state or local law, discarded personal items, including but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

(b) The property shall be maintained free of graffiti, tagging or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

(c) Visible front and side yards shall be landscaped and maintained to the neighborhood standard at the time registration was required. Landscape includes, but is not limited to, grass, groundcovers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Landscape does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, mulch, indoor-outdoor carpet or any similar material.

(d) Maintenance includes, but is not limited to, regular watering, irrigation, cutting, pruning and mowing of required landscape and removal of all trimmings.

(e) Pools and spas shall be kept in working order so the water mains are clear and free of pollutants and debris or drained and kept dry. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the State of Michigan and local ordinance.

(f) Adherence to this section does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions and restrictions and/or homeowners' association rules and regulations which may apply to the property.

(g) In addition to the above set forth requirements properties shall be maintained in accordance with the standards set forth under chapter 14 article VI, section 14-151 of the City of Lathrup Village Code of Ordinances.

(Ord. No. 404-09, pt. III, 12-21-2009)

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.

28505 SOUTHFIELD RD	HELP CENTER INVESTM	9/23/2021 Soffits on rear of the building needs repair.	Property Maintenance	VIOLATION	
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11/1/2021 No change

302.9 Defacement of property.

Commercial Enforcement List

Address	Business name	Violation	Category	Status	Date Closed
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A person shall not willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair

26820 SOUTHFIELD RD	26820 INVESTMENTS LLC	9/23/2021 garbage bags on the ground surrounding dumpster. spoke to the manager about the issue, and stated will remove immediately.	Dumpster Enclosure	Resolved	10/27/2021
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54-35. - Dumpsters

Any business establishment generating more waste than can be stored within its building between collections shall contract privately with rubbish collectors for pickup. Dumpsters can be used by business establishments for outside storage by obtaining necessary permits in conformity with the zoning ordinance.

(Code 1991, art. VIII, ch. 4, § 303)

26021 SOUTHFIELD RD 10	KATTOUAH, ANDROS	9/20/2021 Ditch area is full of garbage, must be cleaned.	Ditch and Culvert Maintenance	Resolved	10/21/2021
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30-41 Maintenance of ditches and culverts

ARTICLE II. - STORMWATER MANAGEMENT

It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.

(Ord. No. 409-10, pt. II, 10-18-2010)

Records: 7

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		CODE ENFORCEMENT OCTOBER REPORT							
Business Name	Property Address	Date	Violation(s)	Ordinance Section	Code Enforcement Action Taken	Timeframe to Resolve Violation	Citation Issued (y/n)	Resolved (y/n)	Notes
Help center investments	28505 Southfield	9/23/2021	Broken front window	14-403	sent letter, spoke with Nona about the issue		N	N	
Help center investments	28505 Southfield	9/23/2021	Eaves needs repair	14-403	sent letter, spoke with Nona about the issue		N	N	
Danobay Properties	26333 Southfield	7/9/2021	ditch and culvert needs attention	30-41	spoke with Dr. Obayan about the issue, states will have parking lot and culvert done at the same time.		Y	N	
Skyway travel	28551 Southfield	10/4/2021	parking block not in place	302.1	spoke with Shyla about the parking block needs to be secured in place. Printed documents from property gateway to give to shyla. The documents shows the property line, which indicated the property owner is responsible for the parking block.		Y	Y	
Lathrup Family Dentistry	28625 Southfield	10/5/2021	dumpster enclosure is full of garbage	54-35	Spoke with one of the nurses and stated they were cleaning up some of the office items, but a lot of the garbage outside the dumpster is not theirs. people are dumping garbage around their dumpster especially oil. The nurse did say they will clean up the dumpster enclosure and getting a dumpster with a lock to eliminate others dumping into their dumpster.		N	Y	
Belle Esprit Salon	26441 Southfield	10/11/2021	dumpster enclosure needs repair	302.1 / 304.1	The gate on the enclosure is broken, needs repair. Sent violation letter to the Salon.	7 days	N	Y	10/19/2021 Dr. Samad came to city hall to register his business. I spoke to Dr. Samad about all the violations at his property, some were taken care of and some he said, will look into to solve those issues.
Medical office	26411 SOUTHFIELD RD	10/11/2021	tall weeds, and debris		landscaping bed is full of garbage. Sent letter	7 days	N	Y	
Jet	28000 Southfield Rd	10/11/2021	Property maintenance	14-403;	the gutters needs repair, Eaves in the rear of the building is falling off, and front spot light needs repair its falling apart.	14 days	N	Y - partially complied	gutters fixed; spot light fixed, Eaves need work. Mr Tarik called to assure the city the building is going to get New eaves and gutters this spring.
Primarica	26060 Southfield rd	10/13/2021	ditch and culvert needs attention	30-41	Left a text message to the property manager to have the ditch cleaned out.	7 days	N	Y	
Danobay Properties	26333 Southfield	10/15/2021	ditch and culvert and parking lot	30-41	Called Dr. Dianne to get status on permit, no answer left message		N	N	10/19/2021 inspected ditch filled with water. Dr. Obayan just called me and told me that the company that he hired just increased the contract by \$70,000, which Dr. Obayan stated he is no longer going to do the entire parking lot. Dr. Obayan stated they will only do the Culvert now, and today Dr. Obayan is having a contractor look at it.
QMJ building	26237 Southfield	10/19/2021	ditch and culvert	30-41	inspected ditch area, cut and all debris removed		N	Y	Cleaned
Dr. Samad	26635 Southfield	10/19/2021	Landscaping beds need attention		Weeds growing in landscaping beds.		N	Y	
Dr. Samad	26411 SOUTHFIELD RD	10/21/2021	ditch and culvert	30-41	ditch needs to be cleaned		N	N	
spyops	26600 Southfield Rd.	10/21/2021	ditch and culvert	30-41	ditch needs to be cleaned		N	N	
	26333 Southfield	10/21/2021	ditch and culvert	30-41	ditch needs to be cleaned		N	N	
	26237 Southfield	10/21/2021	ditch and culvert	30-42	ditch needs to be cleaned		N	N	
	26060 Southfield rd	10/22/2021	ditch and culvert	30-43	ditch needs to be cleaned		N	N	
	26400 Southfield	10/21/2021	ditch and culvert	30-44	ditch needs to be cleaned		N	N	
Upshaw law firm	17373 W. 12 Mile Rd.	10/21/2021	Over grown shrubs, and weeds	82-87	Overgrown shrubs and weeds along the concrete wall	7 days	N	Y	Spoke with the office manager, stated will be taken care of within 7 days
BP Gas station	Southfield Rd.	10/21/2021	Silt Fence removed		Called Sharif no answer, left him a text message to put up the silt fence.	2 days	N	Y	Sharif called me back and did say the silt fence will be up before Monday 10/25/2021.
Spy Ops	26606 Southfield		Front Façade	3.1.8 E-2i	Front windows need to be Glass Windows, instead of the plastic windows. Glass shall be clear or lightly tinted. E. BUILDING ELEMENTS The requirements listed in this subsection, shall apply to all front-facing and exterior-side facing facades as well as facades that directly face a park or plaza. Walls shall not be blank. Walls shall include windows and architectural features customarily found on the front of a building in a traditional downtown setting such as awnings, edge detailing, cornice work, decorative materials, and decorative lighting. The following additional requirements shall apply:		N	N	The owner of the business explained to me that the business was broken into and instead of replacing the windows the owner of the building built a plywood wall on the inside and left the outside looking like windows, replaced with plastic windows, is the reason the windows are covered with signs

[illegible]



Enforcements By Code Officer

11/18/21

Item 17F.

Jim Wright

Enforcement Number	Address	Status	Filed	Closed
E21-0230	28840 SOUTHFIELD RD	Complaint Recieved	10/29/21	11/10/21
Total Enforcements for Jim Wright:				1

RAMI SWEIDAN

Enforcement Number	Address	Status	Filed	Closed
E21-0205	28625 SOUTHFIELD RD	VIOLATION	10/05/21	
E21-0206	26441 SOUTHFIELD RD	VIOLATION	10/11/21	
E21-0207	26411 SOUTHFIELD RD	VIOLATION	10/11/21	
E21-0208	28000 SOUTHFIELD RD	VIOLATION	10/12/21	
E21-0209	26530 MEADOWOOD N CT	VIOLATION	10/13/21	
E21-0210	17551 REDWOOD AVE	VIOLATION	10/13/21	
E21-0211	17600 RAINBOW DR	VIOLATION	10/14/21	
E21-0212	17590 RAINBOW DR	VIOLATION	10/14/21	
E21-0213	27385 RAINBOW CIR	VIOLATION	10/14/21	
E21-0214	18800 SAN JOSE BLVD	VIOLATION	10/14/21	
E21-0215	18815 SARATOGA BLVD	VIOLATION	10/14/21	
E21-0216	18841 HAMPSHIRE ST	Complaint Recieved	10/18/21	
E21-0217	18860 SUNBRIGHT AVE	VIOLATION	10/18/21	
E21-0218	18865 SUNBRIGHT AVE	VIOLATION	10/19/21	
E21-0219	26231 MEADOWBROOK WAY	VIOLATION	10/18/21	
E21-0220	19050 WILTSHIRE BLVD	VIOLATION	10/19/21	
E21-0222	18865 SUNBRIGHT AVE	VIOLATION	10/20/21	
E21-0223	26400 SOUTHFIELD RD	VIOLATION	10/21/21	
E21-0224	26237 SOUTHFIELD	VIOLATION	10/21/21	
E21-0225	17651 Twelve Mile	VIOLATION	10/26/21	

Enforcements By Code Officer

11/18/21

Item 17F.

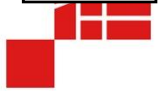
E21-0226	28860 SOUTHFIELD RD	VIOLATION	10/26/21
E21-0227	18831 W 12 MILE RD	VIOLATION	10/26/21
E21-0228	28860 SOUTHFIELD RD	VIOLATION	10/26/21

Total Enforcements for RAMI SWEIDAN: 23

Total Records: 24

Enforcement.DateFiled Between 10/1/2021 12:00:00 AM AND 10/31/2021

Total Pages2



MCKENNA

**Monthly Report
Building Report
Lathrup Village
October 2021**

1. Permits issued

16 - Building permit
8 - Electrical
7- Plumbing
5 – Mechanical
1- Fence
3– Sign
2 -Temp Sign
0 - Shed
1 – ROW
1 – Cement
2– Refuge container
2 – Garage sale

2. residential rentals

Inspections –1
Renewal Certificates applied for – 2
Certificates issued – 2

3. Landlord and Business Licenses applied for.

Landlord –3
Business -0
Home based Business – 1
Landlord license issued - 0
Business license issued - 0

4. Inspections done

Building - 30
Demolition - 0
Signs - 2
Zoning -5
Mechanical - 7
Electrical – 15
Plumbing -11
Plan reviews –12
Fire Southfield - 5
CO issued -0
Landlord License – 0
Business License - 0

**Jim Wright
Building Official
Lathrup Village**

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

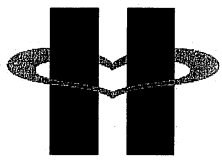
RE: Public Hearing – Community Development Block Grant – Program Year 2022

Participating communities are required to conduct a Public Hearing for the Program Year (PY) 2022 Community Development Block Grant (CDBG) application.

The annual allocation is approximately \$7,000.

Project Amount - \$3,500 Senior Services

Project Amount - \$3,500 Transportation Services



HAVEN

LIVE WITHOUT FEAR

Item 11B.

November 8, 2021

Ms. Yvette Talley
City of Lathrup Village
27400 Southfield Rd
Lathrup Village, MI 48076-3489

Ms. Talley,

Violence in families is everywhere, crossing racial, ethnic, cultural, social, and economic boundaries. The impact of this violence invades our schools, places of worship, offices, businesses, factories, and throughout our neighborhoods.

Since 1982, HAVEN has been dedicated to building violence-free communities where everyone can live without fear. HAVEN maintains a 24-hour emergency shelter exclusively for domestic violence victims and their children and sexual assault survivors who are afraid to stay in their own homes. HAVEN offers counseling and education that help families stop the violence, begin the process of healing, and create the hope that their future will be free from abuse. The agency steps out into the community – over the phone, in courtrooms, police stations, hospitals, schools, the workplace, and at community meetings – to provide crisis intervention and education to help victims and families prevent violence in future generations. HAVEN staff manage a Personal Protection Order Office exclusively for victims of domestic violence and sexual assault located in the Circuit Court system, helping victims with the creation and filing of Personal Protection Orders, at no charge, as the first step in their safety plan.

HAVEN, through its comprehensive work, serves to break the silence that has kept the crimes of domestic violence and sexual assault behind closed doors. This silence has only served to allow these crimes to flourish. From July 1, 2020 through June 30, 2021, 7 individuals utilized our program services and 2 crisis calls were received from families in the City of Lathrup Village who took the first step to break their own silence by contacting HAVEN.

Our agency is again reaching out to you for support of our work with an even greater need as we assume the burden of increased clientele and additional staff to maintain these vital services. We ask that you continue to support these families through a Community Development Block Grant of \$2500 for fiscal year 2021-2022. Please remember that the federal government presumes that domestic violence victims are considered to be low-income and therefore qualify for inclusion in block grant public service requests.

HAVEN looks forward to the opportunity to meet with you this year to provide further information on this request and answer any questions you may have. In the meantime, if you wish to speak with me, I can be reached at (248) 334-1284, Ext. 319, or you may contact our Executive Assistant, Patricia Hoskins at Ext. 306.

Sincerely,

Marianne Dwyer

Marianne Dwyer
Director of Finance

801 Vanguard Drive, Pontiac, MI 48341 Phone (248) 334-1284 Fax (248) 334-3161 www.haven-oakland.org
Crisis and Support (248) 334-1274 or (877) 922-1274



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

RE: Community Development Block Grant (CDBG) – Application Program Year 2022

The City of Lathrup Village is submitting the following allocation of its funds for the Community Development Block Grant Program. In order to satisfy all requirements of the application, the City must hold a public hearing for input on the proposed program

PROGRAM YEAR 2022 (July 1, 2022 – June 30, 2023)

Total Allocation: \$7,000

- \$3,500 Senior Services
- \$3,500 Transportation Services
- Both are to expand and support our senior programs for nutrition, education, and exercise.

Suggested Motion:

Adopt the Attached Resolution regarding the proposed use of the Program Year 2022 Community Development Block Grant Funds in the approximate amount of \$7,000.

CITY OF LATHRUP VILLAGE

RESOLUTION

ADOPTED ON: November 22, 2021

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 of Lathrup Village has duly advertised and conducted a public hearing as follows:

_____ opened the Public Hearing at

Public Comments:

_____ closed the Public Hearing at

on November 22, 2021 to receive public comments regarding the proposed use of PY 2022 Community Development Block Grant funds (CDBG) in the approximate amount of \$7,000, and

WHEREAS, the City of Lathrup Village found that the following project meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Project Amount - \$3,500 Senior Services

Project Amount - \$3,500 Transportation Services

THEREFORE, BE IT RESOLVED, that the City of Lathrup 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 Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Motion by _____ seconded by _____

Yes:

No:

Absent:

Motion carried.

Mykale Garrett, Mayor

I, **Yvette Talley**, the duly elected City Clerk for the City of Lathrup Village, Oakland County, MI do hereby certify that the above is a true copy of a resolution adopted by the City Council at a meeting held on November 22, 2021.

Yvette Talley, City Clerk



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

RE: RFP Responses for Real Estate Professional Services for House in Woods Property

The RFP was issued on October 1, 2021, with responses due by November 1, 2021. Two responses were received:

- CAC Real Estate Services
- Keller Williams / Jon Ruud – Associate

Criteria	Possible Points	Description	CAC Real Estate	Keller Williams/Rudd
Qualifications of Firm	10	Executive Summary	5	10
	10	Business Organization	10	10
	10	Copy of License	10	10
	10	References from current clients	10	10
	20	Submittal of required documents	20	20
Capacity to Provide Service	10	Positive sales record in LV and/ Oakland County-3yrs	5	10
	10	Detailed market plan	5	7
	20	Marketing approach, use of tools, type of outreach (media, signage, other)	0	10
	100		65	87

The highest score was Keller Williams/Rudd Associates. They would be recommended for consideration.

Suggested Motion:

Award the bid for Real Estate Services to Keller Williams/Rudd Associates for the House in the Woods Property, located at 19600 Forest Drive and authorize the City Attorney to review/prepare appropriate contract documents for council consideration.

CITY OF LATHRUP VILLAGE

House in the Woods Property

19600 Forest Drive, Lathrup Village, MI 48076

Request for Proposals: Real Estate Professional Services for the City of Lathrup Village, MI

BID NUMBER: #03-LV-2021

DATE ISSUED: October 1, 2021

DATE DUE: Monday, November 1, 2021, 4:00PM (LOCAL TIME)
Bid will be opened publicly at this time at,

**CITY OF LATHRUP VILLAGE
ATTN: REAL ESTATE SERVICES RFP
27400 SOUTHFIELD ROAD
LATHRUP VILLAGE, MICHIGAN, 48076**

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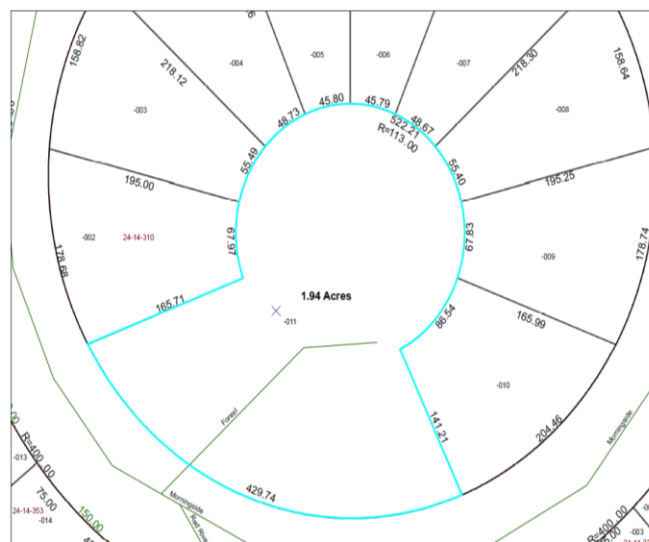
BACKGROUND

This Request for Qualifications (“RFP”) is being issued by the City of Lathrup Village. The City of Lathrup Village invites the submission of proposals for Real Estate Professional Services to facilitate the sale of the “House in the Woods” property, located at 19600 Forest Drive, Lathrup Village, MI 48076. The successful respondent will review the scope of services and provide requested documentation demonstrating their qualifications in the area of real estate sales and high commitment to the real estate market in the City of Lathrup Village and Oakland County. Respondents that provide this service with demonstrated experience and an interest in making their services available to the City of Lathrup Village are invited to respond to this RFP. “Respondents” means the companies or individuals that submit proposals in response to this RFP.

The City of Lathrup Village is seeking proposals to appraise, list, and market the House in the Woods property, 19600 Forest Drive. The property in its current form is vacant. It is the site of Lathrup Village founder Louise Lathrup’s home, which was called “The House in the Woods.” The home was struck by lightning and burned to the ground in June 2009. The House in the Woods property was deeded to the city in September 2010.

Lathrup Village is a small city in Oakland County that was founded in 1953. Like many metropolitan Detroit suburbs that experienced a housing boom in the postwar years, Lathrup Village is almost entirely “built out.” The current population is approximately 4,100. Many of Lathrup’s neighborhoods feature historic homes; however, the homes surrounding the House in the Woods property were built within the last 20 years or so and are not historic.

The House in the Woods property is currently utilized as a low-impact nature preserve as approved by the Lathrup Village Planning Commission in March 2012. However, it is zoned as R-3 “Single-Family Cluster Housing.” This designation, according to the Lathrup Village Zoning Ordinance, “is intended to allow single-family dwelling units to be developed with varied yard setback requirements and/or design innovations so as to (a) facilitate development of parcels that are difficult to develop under the usual standards, (b) allow for a single-family detached residential development without increasing the permitted appropriate conventional lot-by-lot subdivision density, and/or (c) enhance useful open space and preserve significant trees and other natural features through the proper utilization of density transfer techniques.”



IMPORTANT DATES

RFP Issue Date: Friday, October 1, 2021

Questions Due: Monday, October 18, 2021 at **4:00pm**

Response to Questions: Monday, October 25, 2021

Proposal Due Date: Monday, November 1, 2021 at **4:00pm**

Award Date: Monday, November 22, 2021 (estimated)

SCOPE OF WORK/DELIVERABLES

The CITY OF LATHRUP VILLAGE is looking for qualified real estate agent and/or broker that have a proven capacity to list, market, show, and sell property located at 19600 Forest Drive, Lathrup Village, MI 49224.

1. General Realtor Services that are required include, but are not limited to:

- a. Providing market analysis of properties as requested which reflect real-market conditions based on similar comps or sales.
- b. Developing and presenting written marketing plans for property sales and monthly follow up on that plan, adjustments to the plan would need to be discussed with CITY OF LATHRUP VILLAGE.
- c. Participating in CITY OF LATHRUP VILLAGE sponsored activities to promote property sales.
- d. Coordinating the title insurance process with title agency.
- e. Taking photos of property for marketing materials and website.
- f. Communicating regularly with CITY OF LATHRUP VILLAGE's Lathrup Village City Administrator and Manager, Community & Economic Development regarding showings, buyers, comments, and concerns regarding specific properties, potential buyer demographics, potential offers, and any maintenance/repair/cleaning/security needs noted at the sale property.
- g. Presenting all offers to the CITY OF LATHRUP VILLAGE City Council and City Administrator with recommendations for acceptance or refusal.

THRESHOLD REQUIREMENTS/REQUIRED FOR SUBMITTAL

1. Submissions must be submitted in the format outlined below and be a **maximum of ten (10) pages**:
 - a. **Executive Summary:** Summarize the Respondent's strong points and how experience, particularly with similar responsibilities, will assist property sales.
 - b. **Business Organization:** State the full name and address of the organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone number(s), email address(s) and Respondent's website address. Indicate whether Respondent operates as an individual, broker, partnership, or corporation; if as a corporation, include the state in which Respondent is incorporated. State the names of the principals of the Respondent who are licensed to practice in the State of Michigan.
2. **Document Requirements**
 1. These documents must be submitted along with your proposal:
 - a. **Certificate of Good Standing** for Corporations Companies issued by the Michigan Secretary of State; **or**
 - b. **Certificate of Existence for Limited Liability Companies** issued by the Michigan Secretary of State; **or**
 - c. **Certificate of Good Standing or Certificate of Existence for Joint Ventures; or**
 - d. **"Doing Business As" documentation and certificates for all other types of businesses.**
 2. **Indemnification.** The selected Contractor shall agree to indemnify and hold harmless the CITY OF LATHRUP VILLAGE, the City of Lathrup Village, and their respective officers, agents, and employees from any and all claims, causes, or actions, and damages of any kind, for injury to or death of any person and damages to property arising out of or in connection with the work done by the Contractor under this contract, and including acts or omissions of the CITY OF LATHRUP VILLAGE, the City of Lathrup Village or their respective officer, agents, or employees in connection with said contact.
 3. **Copy of State of Michigan Real Estate License and/or Brokers License:** for all employees committed to this service.
 4. **References List:** Three (3) from related work, including date of contract, contact person and phone number, and a brief description of the scope of work. (Please see and complete Appendix A)
 5. **Non-Collusion Affidavit:** Respondent shall disclose any professional or personal financial interests that may be a conflict of interest in representing the CITY OF LATHRUP VILLAGE. In addition, all Respondents shall further disclose arrangement to derive additional compensation from various investment and reinvestment products, including financial contracts. (Please see and complete Appendix B)
 6. **Sales history information:** Number of properties sold, length of time on the market, number of foreclosed homes sold and/or managed and area where properties were sold for the past three years. Please include all properties listed and sold within the City of Lathrup Village and Oakland County.
 7. **W-9 Form** (see Appendix D)

Evaluation and Scoring

Qualifications of proposed bidders will be determined by the evaluation committee's assessment of technical qualifications contained in the sealed bid submitted to the City of Lathrup Village, c/o City Clerk Yvette Talley, 27400 Southfield Road, Lathrup Village, MI 49224. A maximum score of 100 could be awarded with a minimum score of 75 needed to qualify.

<u>Part One Criteria</u>	<u>Points</u>	<u>Description</u>
Qualifications of Firm	10	Executive Summary
	10	Business organization
	10	Copy of License
	10	References from current clients
	20	Submittal of required documents
Capacity to Provide Service	10	Positive sales record in City of Lathrup Village and/or Oakland County for previous 3 years
	10	Detailed Marketing Plan for the property
	20	Marketing approach, use of tools, type of outreach (media, signage, other)

Other Aspects to Consider

1. RFP Overview

It is understood that the selected Respondent acting as an individual, partnership, corporation or other legal entity, shall be capable of providing the specified services. The Respondent shall be financially solvent and its employees and or subcontractors shall be competent to perform the services required under this RFP.

Nothing in this RFP shall be construed to create any legal obligation on the part of the, the City of Lathrup Village, or any Respondents. The CITY OF LATHRUP VILLAGE reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue this RFP in whole or in part, at any stage. In no event shall the CITY OF LATHRUP VILLAGE be liable to Respondents for any cost or damages incurred in connection with the RFP process, including but not limited to, any and all costs of preparing a response to this RFP or any other costs incurred in reliance on this RFP.

No Respondent shall be entitled to repayment from the CITY OF LATHRUP VILLAGE for any costs, expenses or fees related to this RFP or responding to it. All supporting documentation submitted in response to this bid will become the property of the CITY OF LATHRUP VILLAGE. Respondents may also withdraw their interest in the RFP, in writing, at any point in time as more information becomes known; however, submissions are to be firm and cannot be withdrawn for a period of thirty (30) calendar days after opening.

2. Term of Contract

Any contract awarded pursuant to this RFP solicitation shall be for a contract period of six (6) months, with the option of an extension for an additional six (6) months, at the discretion of the CITY OF LATHRUP VILLAGE. All contracts made by the successful bidder with subcontractors shall be covered by the terms and conditions of the contract. The successful bidder shall see to it that their subcontractors are fully informed in regard to these terms and conditions.

3. Economic Sanctions

The undersigned, acting either individually or as a duly authorized representative of the entity submitting the enclosed bid/proposal hereby verifies that he/she/it is not an Iran linked business which is defined as follows in the Iran Economic Sanctions Act, Public Act 517 of 2012, MCL 129.311, et. seq.: (i) A person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran and/or (ii) A financial institution that extends credit to another person, if that person will use the credit to engage in investment activities in the energy sector of Iran.

D. All work shall confirm to the following federal requirements where applicable:

24 CFR 570.061 – Equal Opportunity and Fair Housing

24 CFR 570.611 – Conflict of Interest

24 CFR 570.602 – Affirmative Marketing

24 CFR 85.36 – Procurement

24 CFR 570.609 – Debarred, Ineligible or Suspended Contractors Executive Order 11246 - of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 1124 of October 13, 1967 and as supplemented in Department of Labor regulations (41 CFR Chapter 60). (Applicable to all service contracts awarded in excess of \$10,000 by respondent or its subcontractors.)

RFP SUBMITTAL GUIDELINES

The Selection Committee comprised of the CITY OF LATHRUP VILLAGE staff will review qualifications in accordance with the evaluation criteria set forth objectives and policies. Evaluations and recommendations will be presented to the City of Lathrup Village City Council for their consideration. Proposals that are submitted timely and comply with the mandatory requirements of the RFP will be evaluated in accordance with the terms of the RFP. Any contract resulting from this RFP will not necessarily be awarded to the vendor with the lowest overall price. Instead, contract shall be awarded to vendor whose proposal received the most points in accordance with criteria set forth in the RFP.

The CITY OF LATHRUP VILLAGE reserves the right to select the Respondent(s) that best meet the CITY OF LATHRUP VILLAGE's goals and objectives, required qualifications, and service level expectations. The CITY OF LATHRUP VILLAGE reserves the right, in its sole discretion, to reject any/or all proposals, to waive any irregularities and technical defects contained therein, to award the contract in its entirety, in part, or not at all and/or determine which proposal is the lowest and/or best to enter into a Contract, as deemed to be in the best interest of the CITY OF LATHRUP VILLAGE.

A submission shall constitute an irrevocable offer for a period of sixty (60) days from the opening date or until the date of award, whichever is earlier. In the event that an award is not made by CITY OF LATHRUP VILLAGE within sixty (60) days from the opening date, the Respondent may withdraw his/her submission or provide a written extension of his/her response.

QUESTIONS

Written questions must be submitted via email to Sheryl Mitchell Theriot, City Administrator at smitchell@lathrupvillage.org by Monday, October 18, 2021 at **4:00pm**. Written answers will be provided to all potential bidders via email by Monday, October 25, 2021.

SUBMITTAL DUE DATE

Responses to this RFP are due by Monday, November 1, 2021, 4:00PM (local time). Each Respondent is responsible for labeling the exterior of the sealed envelope containing the proposal response with the proposal number, proposal name, proposal due date and time, and your firm's name. Proposal can be delivered by mail, hand delivery, or email to:

CITY OF LATHRUP VILLAGE
ATTN: REAL ESTATE SERVICES RFP

27400 Southfield Road

Lathrup Village, MI 49224

cityclerk@lathrupvillage.org

LATE PROPOSALS WILL NOT BE CONSIDERED



CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFP submittal to the CITY OF LATHRUP VILLAGE is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFP in its entirety and accepts its terms and conditions.

(Name of Respondent)

(Signature of Authorized Representative)

(Typed Name of Authorized Representative)

(Title)

(Date)

RFP SUBMITTAL REQUIREMENTS CHECKLIST

Please provide Checklist with response to RFP

- ☐ RFP Submittal Requirements Checklist
- ☐ Certification Form Note
- ☐ Request for Qualifications Submission
- ☐ Copy of Michigan Real Estate License for individual(s), associates or firm.
- ☐ Copy Brokers Letter and License, if applicable.
- ☐ Reference List (Please see and complete Appendix A)
- ☐ Non-Collusion Affidavit (Please see and complete Appendix B)
- ☐ W-9 Form (Please see and complete Appendix C)
- ☐ Sales History Information
- ☐ Detailed Marketing Plan

Respondent Name: _____

Company Name: _____

Date of submission: _____

APPENDIX A – Reference list

List of Three (3) References and Description of Services Provided

Reference 1

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

_____ Email: _____

Type of Project(s): _____

Reference 2

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

_____ Email: _____

Type of Project(s): _____

Reference 3

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

_____ Email: _____

Type of Project(s): _____

APPENDIX B – Non-Collusion Affidavit**NON-COLLUSION AFFIDAVIT**

The bidder, by its officers and authorized agents or representatives, present at the time of filing this bid, being duly sworn on their oaths, say that neither they nor any of them have in any way, directly or indirectly, entered into any arrangement or agreement with any other bidder or with any public officer or representative of the Lathrup Village Building Authority, whereby such affidavit or affiant or either of them has paid or is to pay to such other bidder or public office anything of value whatsoever; or such affidavit or affiant or either of them has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in the letting of the contract sought for the by the attached bid; that no inducement of any form or character other than that which appears on the face of the bid will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the bid or awarding of the contract; nor has this bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the contract sought by this bid. The bidder is fully informed with respect to the preparation and contents of the attached bid proposal and of all pertinent circumstances respecting said proposal.

I hereby affirm by my signature affixed hereto that the above statements are true to the best of my knowledge, information and belief.

By:

Signature_____
Date_____
Printed Name_____
Title_____
Company

This affidavit must be notarized to be complete. Notary certification below.

Subscribed and sworn to before me on _____, 2018 in _____ County, Michigan.

(seal)

Notary Public

Acting in _____ County, Michigan

My Commission Expires: _____, 20____



APPENDIX C – W-9

Form W-9 (Rev. January 2011) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): ☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ ☐ Other (see instructions) ▶ _____	
	☐ Exempt payee	
	Address (number, street, and apt. or suite no.) City, state, and ZIP code List account number(s) here (optional)	Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
[] [] [] - [] [] - [] [] [] []
Employer identification number
[] [] - [] [] [] [] [] [] [] []

Part II Certification

Under penalties of perjury, I certify that:

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

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
------------------	----------------------------------	--------------

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

RFP - REAL ESTATE - HOUSE IN THE WOODS OPEN - NOVEMBER 1, 2021

ATTENDEES

YVETTE TALLEY

SHERYL MITCHELL THERIOT

SUSIE STEC

JOHN RUUD

APPLICANTS

CAC ASSET SOLUTIONS

KELLER WILLIAMS / JON RUUD - ASSOCIATE

RFP SUBMITTAL REQUIREMENTS CHECKLIST

Please provide Checklist with response to RFP

- ☒ RFP Submittal Requirements Checklist
- ☒ Certification Form Note
- ☒ Request for Qualifications Submission
- ☒ Copy of Michigan Real Estate License for individual(s), associates or firm.
- ☐ Copy Brokers Letter and License, if applicable.
- ☒ Reference List (Please see and complete Appendix A)
- ☒ Non-Collusion Affidavit (Please see and complete Appendix B)
- ☒ W-9 Form (Please see and complete Appendix C)
- ☒ Sales History Information
- ☒ Detailed Marketing Plan

Respondent Name: Jon A. Ruud

Company Name: KELLER WILLIAMS HOME

Date of submission: 10-29-21

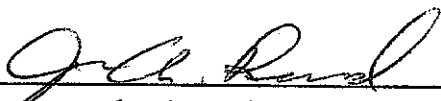


CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFP submittal to the CITY OF LATHRUP VILLAGE is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFP in its entirety and accepts its terms and conditions.

TOM A. RUUD, KELLER WILLIAMS HOME
(Name of Respondent)


(Signature of Authorized Representative)

TOM A. RUUD
(Typed Name of Authorized Representative)

ASSOCIATE BROKER
(Title)

10-29-21
(Date)



JON ANDERS RUUD
27901 Sunset Boulevard West
Lathrup Village, Michigan 48076
Cell Phone: 248-229-3203 . Telephone: 248-559-3669

Item 12B.

HIGHLIGHTS OF SKILLS:

- Over 16 years of experience in real estate sales management.
- Recipient of numerous awards for superior sales.
- A high level of experience in all areas of financing, Purchase and Listing agreements and required inspections.
- Ability to develop and motivate a productive sales force.
- Strong affiliation with numerous real estate agents, sales managers, brokers, builders and relocation companies.
- Proven background of maintaining a profitable office during an economic recession period.

PROFESSIONAL EXPERIENCE:

- | | |
|----------------------------|--|
| 6/10 to
Present | KELLER-WILLIAMS - HOME, Farmington Hills, MI
Associate Broker and Sales Agent |
| 3/06 to
5/10 | COLDWELL BANKER WEIR MANUEL REALTORS, Northville, MI
Associate Broker and Sales Agent
Listing and selling real estate. |
| 12/02 to
5/10 | COLDWELL BANKER WEIR MANUEL REALTORS, Northville, MI
Assistant Manager, Associate Broker, and Sales Agent |
| 12/93 to
11/02 | CENTURY 21 – TOWN & COUNTRY, West Bloomfield, MI
Associate Broker and Sales Agent
List and sell real estate; train new sales agents; assist agents with inspection requirements in various municipalities; assist other agents in all aspects of Listing and Purchase Agreements. |
| 1/93 to
11/93 | CENTURY 21 ASSOCIATES, Novi, MI
Sales Manager
Managed staff of 25; responsible for recruiting, training and returning office to profitable status. Recruited 15 Sales Agents in 11-month period. Handled closings and processing of sales. |
| 12/75 to
12/92 | CENTURY 21 TODAY REALTORS, Redford, MI
Sales Manager
Managed a staff of 20, including all recruiting and training of new sales associates. Developed sales objectives for sales force. Actively obtained new listings. Started employment as a salesperson and promoted to Sales Manager in 1980. <ul style="list-style-type: none">▪ Recipient of the "One Million Dollar Club" award nine times, the "Two Million Dollar Club" award five times and the "Three Million Dollar Club" award three times.▪ Ranked as the Top Salesperson in the office for 14 consecutive years.▪ Developed office into a Top Listing Office for the State of Michigan. |

- Remained as one of four existing real estate offices out of 12 in an economic recession period. This was accomplished through exceptional sales/marketing training.
- Top Listing Agent in multi-office company for 16 years.
- Recognized as the Top Listing Salesperson for the State of Michigan in 1977 (103 units).

EDUCATION:

Bachelor of General Studies, with a concentration in Accounting, Economics and Political Science; University of Michigan-Dearborn

FURTHER TRAINING: VIP Training – Century 21 of Michigan;
GRI (Graduate Realtors Institute) – Level 1
Coldwell Banker Management Training
Mike Ferry Sales Training Courses

CERTIFICATIONS/LICENSES:

Associate Broker's License – State of Michigan
Builder's License – State of Michigan
SFR – Short Sale & Foreclosure Specialist
SRES - Seniors Real Estate Specialist
ABR – Accredited by Your Representative
MRP – Military Relocation Professional
BPO – Broker Price Opinion

PROFESSIONAL ACTIVITIES/AFFILIATIONS:

Former PAC Member, Board of Realtors
Member, Western-Wayne/Oakland County Board of Realtors
Member, City of Lathrup Village Blue Ribbon Committee to
Increase Tax Revenues and Reduce Costs
Special Guest Speaker, Women's Council of Realtors
Topic: Investing, Listing and Sales of Real Estate

Department of Licensing and Regulatory Affairs

[Home](#) [Search](#) [+ New](#) [Help](#)

Reports (8) ▼

Account Management Logout

Logout

- You must use a desktop or laptop computer to complete the registration and renewal process.

- **Login to MiPLUS.**

- Click on the "Licenses" tab.

- Find your License

License" link located

STATE OF MICHIGAN - DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
BACRER LICENSE

REAL ESTATE ASSOCIATE BROKER LICENSE

in. Click on the "Renew

Home Licenses **Enf**

Apply for a License

JON A RUUD
27901 SUNSET
LATHRUP VILLAGE, MI 48076

LATHROP VILLAGE
EMPLOYING BROKER# 650532114
CURTIS-BOTSFORD REAL ESTATE LLC
DBA: KELLER WILLIAMS REALTY OF WEST
BLOOMFIELD
EXPIRATION DATE

LICENSE NUMBER
6502364004

EXPIRATION DATE
10/31/2021

AUDIT NO.
315226

Real Estate Non Principal Associate Broker Renewal

1 2 Employing Broker 3 Supporting Documentation 4 Review 5 Pay Fees 6 Record Issuance

Step 6: Record Issuance

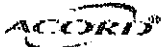
**Your application has been successfully submitted for review.
Please print and retain a copy of this page for your records.**

Thank you for using MIPLUS.

Your renewal number is 6506042378REN21.

Your application for the renewal of this license has been successfully submitted. The license will be issued after the application is processed. You will be notified if any additional information is required.

[Print/View Receipt](#)



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 08/24/2021

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

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

PRODUCER MICHIGAN AGENCY PARTNERS LLC 81151534 PO BOX 407 JACKSON MI 48204		CONTACT NAME: PHONE (517) 888-5027 (A/C, No, Ext): FAX (517) 489-2285 (A/C, No): E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Hartford Underwriters Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

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

INSR LTR	TYPE OF INSURANCE	ADOL INSR	SUBR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ General Liability	X		81 SBA AK2PBN	01/27/2021	01/27/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POP AGG \$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:						
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Employment Practices Liability Insurance			81 SBA AK2PBN	01/27/2021	01/27/2022	Each Claim Limit \$25,000 Annual Aggregate Limit \$25,000

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

Those usual to the Insured's Operations. The Business Liability Coverage Part includes a Blanket Additional Insured By Contract Endorsement, Form SL 30 32.

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: <i>Sworn S. Castaneda</i>
---------------------------	--



CERTIFICATE OF LIABILITY INSURANCE

Item 12B.

DATE (MM/DD/YYYY)
07/11/2021

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

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

PRODUCER PROVISION INSURANCE GROUP 30200 TELEGRAPH RD. SUITE 350 BINGHAM FARMS MI 48025		CONTACT NAME: BILL STEELE PHONE (A/C No, Ext): 248.559.0840 E-MAIL: hsteele@coniferinsurance.com ADDRESS: hsteele@coniferinsurance.com		FAX (A/C No): 248.559.0870
INSURED CURTIS BOTSFORD REAL ESTATE LLC DBA: KW HOME 30500 NORTHWESTERN HWY SUITE 300 FARMINGTON HILLS MI 48334		INSURER(S) AFFORDING COVERAGE INSURER A: CONIFER INSURANCE COMPANY INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 29734

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☐ OCCUR ☐ GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO-JECT ☐ LOC ☐ AUTOMOBILE LIABILITY ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ☐ HIRED AUTOS ☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$ ☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N ☐ N/A ☐ If yes, describe under DESCRIPTION OF OPERATIONS below					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ WC STATU-TORY LIMITS ☐ OTH-ER ☐ E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
A	X CLAIMS MADE X PROFESSIONAL LIABILITY		CIRE001310	08/30/2021	08/30/2022	EACH OCCURRENCE \$1,000,000 GENERAL AGGREGATE \$2,000,000

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

PROFESSIONAL LIABILITY - REAL ESTATE ERRORS & OMISSIONS INSURANCE FOR REAL ESTATE SERVICES AT:

30500 NORTHWESTERN HWY SUITE 300 FARMINGTON HILLS, MI 48334

CERTIFICATE HOLDER

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

W. Steele 7-11-2021

APPENDIX A – Reference list

List of Three (3) References and Description of Services Provided

Reference 1

Company/Municipality: SUPREME LENDING
Contact Person: WILLIAM SLOBIN Title: PRESIDENT/CEO
Address: 30002 12 MILE
City: FARMINGTON State: MI Zip: 48334 Telephone: 248-535-0465
Email: BILLY.SLOBIN@SUPREMELENDING.COM
Type of Project(s): SUBMITTED MORTGAGES

Reference 2

Company/Municipality: CISLO TITLE
Contact Person: PARKER CISLO Title: TITLE OFFICER/EXAMINER
Address: 2930 UNION LK RD.
City: COMMERCE State: MI Zip: 48382 Telephone: 810-429-0918
Email: PCISLO@CISLOTITLE.COM
Type of Project(s): TITLE ORDERS, CLOSING TRANSACTIONS,
HANDLING & CORRECTING TITLE ISSUES.

Reference 3

Company/Municipality: EMAGINE THEATRE
Contact Person: PAUL GLANTZ Title: PRESIDENT-CEO
Address: 200 N. MAIN
City: ROYAL OAK State: MI Zip: _____ Telephone: 248-842-5819
Email: PAG@EMAGINE-ENTERTAINMENT.COM
Type of Project(s): SITE ANALYSIS & AMENITY RECOMMENDATIONS



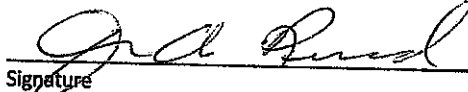
APPENDIX B – Non-Collusion Affidavit

NON-COLLUSION AFFIDAVIT

The bidder, by its officers and authorized agents or representatives, present at the time of filing this bid, being duly sworn on their oaths, say that neither they nor any of them have in any way, directly or indirectly, entered into any arrangement or agreement with any other bidder or with any public officer or representative of the Lathrup Village Building Authority, whereby such affidavit or affiant or either of them has paid or is to pay to such other bidder or public office anything of value whatsoever; or such affidavit or affiant or either of them has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in the letting of the contract sought for the by the attached bid; that no inducement of any form or character other than that which appears on the face of the bid will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the bid or awarding of the contract; nor has this bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the contract sought by this bid. The bidder is fully informed with respect to the preparation and contents of the attached bid proposal and of all pertinent circumstances respecting said proposal.

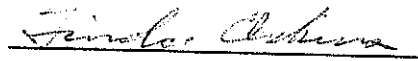
I hereby affirm by my signature affixed hereto that the above statements are true to the best of my knowledge, information and belief.

By:


Signature10-29-21
DateJON A. REED
Printed NameASSOCIATE BROKER
TitleKELLER WILLIAMS
Company

This affidavit must be notarized to be complete. Notary certification below.

Subscribed and sworn to before me on 10-29-21, 2021 in OAKLAND County, Michigan.


LINDA ADKINS, Notary PublicActing in OAKLAND County, MichiganMy Commission Expires: 7-19, 2023

(seal)



Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Curtis Botsford Real Estate LLC	
2 Business name/disregarded entity name, if different from above KW HOME REALTY	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: ☐ Individual/sole proprietor or single-member LLC ☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) P ☐ Other (see instructions) P ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) 30500 Northwestern Highway Suite 300	
6 City, state, and ZIP code Farmington Hills, MI 48334	Requester's name and address (optional)
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
3	0	-	0	0	9	3	8	8
								9

Part II Certification

Under penalties of perjury, I certify that:

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

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign
Here

Signature of
U.S. person

Date

4-1-19

General Instructions

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

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

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

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)

- Form 1099-A (acquisition or abandonment of secured property)

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

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

MLS	Stat	Ty	Area	Address	City	County	Price	DOM	Beds	Bt	Item 12B.
<u>218049126</u>	SOLD	RS	02131	3580 RICHMOND	Waterford TWP	Oakland	<u>\$55,000</u>	N/44/44	2	1.1	
<u>216103747</u>	SOLD	RS	02257	1107 E MUIR	Hazel Park	Oakland	<u>\$56,000</u>	N/44/44	3	1.1	
<u>216086002</u>	SOLD	RS	02257	737 E HAYES	Hazel Park	Oakland	<u>\$56,000</u>	N/131/131	3	1.0	
<u>217013776</u>	SOLD	RS	02257	33 BERNHARD	Hazel Park	Oakland	<u>\$70,000</u>	N/30/30	5	2.0	2,908
<u>216098510</u>	SOLD	RS	02244	23870 ONEIDA	Oak Park	Oakland	<u>\$87,500</u>	N/7/7	3	1.1	1,103
<u>218086705</u>	SOLD	RS	02201	19647 FILMORE	Southfield	Oakland	<u>\$107,000</u>	N/10/10	3	1.1	1,543
<u>218015708</u>	SOLD	RS	02243	336 HUNTLEY	Clawson	Oakland	<u>\$112,500</u>	N/25/25	3	1.0	1,196
<u>216064709</u>	SOLD	RS	02131	27551 GOLDENGATE W	Lathrup Village	Oakland	<u>\$115,000</u>	N/54/54	2	1.1	1,296
<u>216026294</u>	SOLD	RS	02244	301 GATEWAY	Waterford Twp	Oakland	<u>\$123,500</u>	N/23/23	3	1.0	1,176
<u>218071841</u>	SOLD	RS	02243	22403 PROSPER	Southfield	Oakland	<u>\$126,000</u>	N/32/32	3	1.0	1,008
<u>216052611</u>	SOLD	RS	02255	18120 SUNNYBROOK	Lathrup Village	Oakland	<u>\$138,000</u>	N/9/9	3	2.0	1,785
<u>218089864</u>	SOLD	RS	02243	23540 GARDNER	Oak Park	Oakland	<u>\$144,000</u>	N/24/24	3	3.0	1,565
<u>2200015274</u>	SOLD	RS	02243	18891 RAINBOW DR	Lathrup Village	Oakland	<u>\$150,000</u>	N/128/128	3	3.0	2,095
<u>215119327</u>	SOLD	RS	02231	17401 AVILLA Boulevard	Lathrup Village	Oakland	<u>\$170,000</u>	N/217/217	4	2.1	2,365
<u>219014682</u>	SOLD	RS	02244	21637 WHEELER ST	Farmington Hills	Oakland	<u>\$171,300</u>	N/9/9	3	1.1	1,058
<u>216118269</u>	SOLD	RS	02244	20260 WILDHERN	Southfield	Oakland	<u>\$175,000</u>	N/47/47	3	2.0	1,911
<u>219121581</u>	SOLD	RS	02243	25815 FARMBROOK Road	Southfield	Oakland	<u>\$179,900</u>	N/73/73	3	1.0	1,310
<u>217084189</u>	SOLD	RS	02231	28041 SUNSET Boulevard	Lathrup Village	Oakland	<u>\$179,900</u>	N/86/86	3	1.1	1,632
<u>2200027077</u>	SOLD	RS	02231	23820 GLENCREEK DR Club	Farmington Hills	Oakland	<u>\$186,400</u>	N/43/43	4	1.1	1,644
<u>216061288</u>	SOLD	RS	02193	28780 RALEIGH Road	Farmington Hills	Oakland	<u>\$195,000</u>	N/46/46	4	2.2	2,340
<u>216096966</u>	SOLD	RS	02243	1562 ASHOVER Circle	Bloomfield Twp	Oakland	<u>\$221,000</u>	N/127/127	3	2.0	1,960
<u>217107877</u>	SOLD	RS	02243	28610 ELDORADO PL	Lathrup Village	Oakland	<u>\$223,000</u>	N/16/16	3	3.0	1,888
<u>218106928</u>	SOLD	RS	02243	27915 SUNSET BLVD	Lathrup Village	Oakland	<u>\$224,000</u>	N/9/9	2	2.0	1,700
<u>219121748</u>	SOLD	RS	02243	27601 CALIFORNIA DR SW	Lathrup Village	Oakland	<u>\$225,000</u>	N/68/68	3	2.0	1,767
<u>217065394</u>	SOLD	RS	02243	18800 SUNNYBROOK	Lathrup Village	Oakland	<u>\$230,000</u>	N/10/10	4	2.1	2,193

MLS	Stat	Ty	Area	Address	City	County	Price	DOM	Beds	B	
<u>216064709</u>	SOLD	RS	02243	27551 GOLDENGATE W	Lathrup Village	Oakland	<u>\$115,000</u>	N/54/54	2	1.1	Item 12B.
<u>216052611</u>	SOLD	RS	02243	18120 SUNNYBROOK	Lathrup Village	Oakland	<u>\$138,000</u>	N/9/9	3	2.0	2,765
<u>2200015274</u>	SOLD	RS	02243	18891 RAINBOW DR	Lathrup Village	Oakland	<u>\$150,000</u>	N/128/128	3	3.0	2,095
<u>215119327</u>	SOLD	RS	02243	17401 AVILLA Boulevard	Lathrup Village	Oakland	<u>\$170,000</u>	N/217/217	4	2.1	2,365
<u>217084189</u>	SOLD	RS	02243	28041 SUNSET Boulevard	Lathrup Village	Oakland	<u>\$179,900</u>	N/86/86	3	1.1	1,632
<u>217107877</u>	SOLD	RS	02243	28610 ELDORADO PL	Lathrup Village	Oakland	<u>\$223,000</u>	N/16/16	3	3.0	1,888
<u>218106928</u>	SOLD	RS	02243	27915 SUNSET BLVD	Lathrup Village	Oakland	<u>\$224,000</u>	N/9/9	2	2.0	1,700
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<u>217065394</u>	SOLD	RS	02243	18800 SUNNYBROOK	Lathrup Village	Oakland	<u>\$230,000</u>	N/10/10	4	2.1	2,193

Marketing plan for 19600 FOREST DRIVE, LATHRUP VILLAGE, MICHIGAN

1. INSTALL 4 X 4 POST SIGN ON PREMISES.
2. CONTACT LOCAL BUILDERS IN AREA WITH AN EMPHASIS ON THOSE THAT HAVE BUILT IN SOUTHEAST OAKLAND COUNTY.
3. NOTIFY ALL AGENTS IN THE REALCOMP/MLS BY DIRECT E-MAIL AS TO AVAILABILITY.
4. FOLLOW-UP WITH ANY SOLID INQUIRIES AND NOTIFY DESIGNATED CITY OFFICIALS OF SAME.
5. PRE-ORDER TITLE WORK TO ENSURE SALEABILITY AND CLEAR ANY LIENS.
6. NOTIFY ANY BUILDERS OF "SCATTER LOTS" IN SOUTHEAST OAKLAND COUNTY.
7. PRESENT ALL WRITTEN OFFERS TO DESIGNATED CITY OFFICIALS.
8. NOTIFY ALL LATHRUP VILLAGE RESIDENTS BY DIRECT MAIL.
9. OPEN TO ANY ADDITIONAL REQUESTS FROM CITY OFFICIALS.



Real Estate Services RFP

Office: 248-599-2543

Email: info@cacassetsolutions.com

Web: www.cacassetsolutions.com

Principal Broker Anthonee' Motley





October 17, 2021

Principal Broker Anthonee' Motley Summary

Our investments are designed to preserve and grow our limited partners capital, provide financial security for millions of retirees, sovereign wealth funds, banking institutional, and individual investors, raising the bar to overall economic growth.

CAC LLC is one of the nations leading Real Estate Investment firms. We seek to create positive economic impact and long-term value for our investors, the states we invest in, and the communities in which we work. We do this by using extraordinary people and flexible capital to help communities via real estate solve problems. The firm was founded in 2012; by Anthonee Motley, our Chairman, and Chief Executive Officer.

THE PROPERTY EXPERTS

At CAC ASSET SOLUTIONS LLC we know the local real estate market. Since 2012 our professional and friendly agents have been helping people like you with all of their needs, from buying or renting new homes to selling properties. Our sensitivity to the marketplace comes from a single yet powerful perspective: Michigan is more than just a market, it's our home.

CAC TEAM

PRINCIPAL BROKER: ANTHONEE M

ADMIN: SHEILA A

AGENT: DIAZ G

AGENT: DARRICK R

AGENT: CARTEZ G

AGENT: ROB D

CONTACT

PO BOX 3531 SOUTHFIELD MICHIGAN 48037

Web: www.cacassetsolutions.com Email: info@cacassetsolutions.com

Phone: 248-599-2543

Filed by Corporations Division Administrator Filing Number: 202046618520 Date: 02/19/2020

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

CAC ASSET SOLUTIONS LLC

ID Number: 802417032

received by electronic transmission on February 14, 2020 ***, is hereby endorsed.***

Filed on February 19, 2020 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 19th day of February, 2020.

Linda Clegg

***Linda Clegg, Interim Director
Corporations, Securities & Commercial Licensing Bureau***

RFP#01-LV-2018
Realtor Services

10 | Page

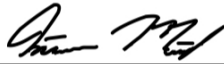
CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFP submittal to the CITY OF LATHRUP VILLAGE is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFP in its entirety and accepts its terms and conditions.

CAC Asset Solutions

(Name of Respondent)



(Signature of Authorized Representative)

Anthonee Motley

(Typed Name of Authorized Representative)

Principal Broker

(Title)

10/20/2021

(Date)



RFP SUBMITTAL REQUIREMENTS CHECKLIST

Please provide Checklist with response to RFP

- ☒ RFP Submittal Requirements Checklist
- ☒ Certification Form Note
- ☒ Request for Qualifications Submission
- ☒ Copy of Michigan Real Estate License for individual(s), associates or firm.
- ☒ Copy Brokers Letter and License, if applicable.
- ☒ Reference List (Please see and complete Appendix A)
- ☒ Non-Collusion Affidavit (Please see and complete Appendix B)
- ☒ W-9 Form (Please see and complete Appendix C)
- ☒ Sales History Information
- ☒ Detailed Marketing Plan

Respondent Name: Anthonee Motley

Company Name: CAC Asset Solutions

Date of submission: 10/20/2021



DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
P.O. BOX 30670
LANSING, MI 48909

6504431088APP21

STATE OF MICHIGAN - DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
REAL ESTATE BROKER INDIVIDUAL LICENSE

ANTHONEE MOTLEY

LICENSE NO.	EXPIRATION DATE
6504431088	06/29/2024 21180081031



APPENDIX A – Reference list

List of Three (3) References and Description of Services Provided

Reference 1

Company/Municipality: HUD Housing and Urban Development
 Contact Person: Shawn S. Title: Vendor Accounts
 Address: 477 Michigan
 City: Detroit State: MI Zip: 48226 Telephone: 313-226-7900
 Email: answers@hud.gov
 Type of Project(s): Michigan Foreclosure property sales at market ready

Reference 2

Company/Municipality: Detroit Edison Public Schools
 Contact Person: Dr Kim Bland Title: Vendor Accounts
 Address: 1903 Wilkins St
 City: Detroit State: MI Zip: 48207 Telephone: 313-833-1100
 Email: _____
 Type of Project(s): Michigan Real Estate Development, and sales of old school property locations

Reference 3

Company/Municipality: Asons Construction
 Contact Person: Devin Jhonson Title: Vendor Accounts
 Address: 1301 E Riggins Rd
 City: Muncie State: IN Zip: 47303 Telephone: 765-282-2100
 Email: _____
 Type of Project(s): Michigan Bank Owned Home Sales



RFP#01-LV-2018
Realtor Services

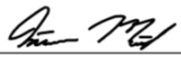
13 | Page

APPENDIX B – Non-Collusion Affidavit

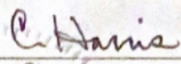
NON-COLLUSION AFFIDAVIT

The bidder, by its officers and authorized agents or representatives, present at the time of filing this bid, being duly sworn on their oaths, say that neither they nor any of them have in any way, directly or indirectly, entered into any arrangement or agreement with any other bidder or with any public officer or representative of the Lathrup Village Building Authority, whereby such affidavit or affiant or either of them has paid or is to pay to such other bidder or public office anything of value whatsoever; or such affidavit or affiant or either of them has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in the letting of the contract sought for the by the attached bid; that no inducement of any form or character other than that which appears on the face of the bid will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the bid or awarding of the contract; nor has this bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the contract sought by this bid. The bidder is fully informed with respect to the preparation and contents of the attached bid proposal and of all pertinent circumstances respecting said proposal.

I hereby affirm by my signature affixed hereto that the above statements are true to the best of my knowledge, information and belief.

By:  10/5/2021
Signature Date
Anthonee Motley
Printed Name
Principal Broker
Title
CAC Asset Solutions
Company

This affidavit must be notarized to be complete. Notary certification below.

F. Notary	
Sworn and subscribed by me the <u>5th</u> day of <u>October</u> 20 <u>21</u>	
<u></u> Notary Signature	Notary for the State of <u>Michigan</u> county of <u>Oakland</u>
<u>Cassandra Harris</u> Print Name	Commission Expires <u>1</u> day of <u>Jan</u> 20 <u>25</u>
	





October 17, 2021

Recent Southfield Transactions

29510 Heritage Ln, Southfield Michigan

5000 Town Center Dr, Southfield Michigan

23597 Plum Hollow, Southfield Michigan

Williamsburg Towne, Southfield Michigan

Glasgow, Southfield Michigan

Marketing

Social Media Exposure

Individual Website

Internet Marketing

Printed Materials

Professional Photography



CONTACT

PO BOX 3531 SOUTHFIELD MICHIGAN 48037

Web: www.cacassetsolutions.com Email: info@cacassetsolutions.com

Phone: 248-599-2543

APPENDIX C – W-9

Form W-9 (Rev. January 2011) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.																																				
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) CAC Asset Solutions LLC																																					
	Business name/disregarded entity name, if different from above																																					
	Check appropriate box for federal tax classification (required): ☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ ☐ Exempt payee ☐ Other (see instructions) ▶ _____																																					
	Address (number, street, and apt. or suite no.) 6705 Ridgefield Cir #203	Requester's name and address (optional)																																				
	City, state, and ZIP code West Bloomfield Michigan 48322	List account number(s) here (optional)																																				
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 33.33%; text-align: center;">[] [] [] - [] [] - [] [] [] []</td> <td colspan="6"></td> <td colspan="2"></td> </tr> <tr> <td colspan="9" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 33.33%; text-align: center;">8 4 - - 4 9 7 1 6 5 5</td> <td colspan="6"></td> <td colspan="2"></td> </tr> </table>			Social security number									[] [] [] - [] [] - [] [] [] []									Employer identification number									8 4 - - 4 9 7 1 6 5 5								
Social security number																																						
[] [] [] - [] [] - [] [] [] []																																						
Employer identification number																																						
8 4 - - 4 9 7 1 6 5 5																																						
Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below). Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; vertical-align: top;"> Sign Here </td> <td style="width: 40%; vertical-align: bottom;"> Signature of U.S. person ▶ </td> <td style="width: 40%; vertical-align: bottom;"> Date ▶ 10/20/2021 </td> </tr> </table>			Sign Here	Signature of U.S. person ▶	Date ▶ 10/20/2021																																	
Sign Here	Signature of U.S. person ▶	Date ▶ 10/20/2021																																				
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Purpose of Form A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.																																						
Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9. Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are: • An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7). Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.																																						





A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

RE: Professional Services Contract with Hubbell, Roth & Clark -Environmental Engineering Services for MS4 & Stormwater Permit Requirements

Hubbell, Roth & Clark provides the City of Lathrup Village with support for the implementation of its Phase II Storm Water Management Plan (SWMP) and compliance with the municipal separate storm sewer system (MS4) Storm Water Permit.

The areas of assistance include:

- Alliance of Rouge Communities (ARC) Meeting Representation	\$1,000
- Public Education Assistance	\$ 200
- Storm Water Pollution Prevention Plan Inspections/Annual Plan Review	\$1,000
- 2022 Progress Report Development and Submittal	\$3,125
- Misc. Stormwater Program Assistance	\$1,000
- New MS4 Permit Requirements	\$1,500

TOTAL

\$7,825

Suggested Motion:

Approve the Proposal from Hubbell, Roth & Clark for Environmental Engineering and Storm Water Requirements, in the amount of \$7,825, and authorize the Mayor to sign the agreement and related documents.

August 16, 2021

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

Attn: Dr. Sheryl Mitchell, City Administrator

Re: Phase II Storm Water Permit – MI0060042
Proposal for Stormwater Services – FY 2021-2022

HRC Job No. 20070249

Dear Dr. Mitchell:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to provide a proposal for professional services to assist the City of Lathrup Village with the implementation of its Phase II Storm Water Management Plan (SWMP) and compliance with their municipal separate storm sewer system (MS4) Storm Water Permit (MI0060042). Storm water discharges from a regulated MS4 to a surface water of the State in an urbanized area are subject to regulation under the Michigan Department of Environment, Great Lakes, and Energy (EGLE) under the National Pollutant Discharge Elimination System (NPDES). The new MS4 permit that EGLE just issued the City authorizes the discharge of storm water from the City's MS4 to the surface waters of the state.

The following proposal provides scope of work summaries, estimated staff hours, and associated fees required to complete the tasks performed in the 2021-2022 Fiscal Year (July 1, 2021 through June 30, 2022). Moving forward, all fees mentioned herein are intended budgets. Actual costs will be determined on an hourly basis for tasks completed at your direction after you have reviewed the City's desired level of involvement. We are available to provide assistance on additional required tasks and will provide cost estimates, if requested.

The proposal reflects our judgement on the initial assistance the City may need to continue implementation of the SWMP and remain compliant with the Permit. Alternative sources of assistance may be available for storm water management, such as SEMCOG training opportunities, and we will inform you of these opportunities as they become known to us.

Alliance of Rouge Communities (ARC) Meeting Representation – HRC proposes to attend ARC, Public Involvement and Education (PIE) Committee, and Technical Committee meetings on your behalf, develop meeting minutes for your use, and coordinate efforts with the ARC as the need arises. We understand City staff currently attends some of these meetings throughout the year. We would only bill you for our time when attending these meetings in your absence. Approximately ten (10) staff hours will be required to complete this task, with associated fees of \$1,000.00.

Public Education Assistance – Throughout the year, we propose to assist the City with your public education requirements. This would include integrating stormwater management information on the City's website, submitting articles for integration into quarterly newsletters, and providing additional public education assistance if requested. We anticipate approximately two (2) hours will be needed to complete this assignment, with associated fees of \$200.00.

Storm Water Pollution Prevention Plan (SWPPP) Inspections & Annual Plan Review – This assessment will include a bi-annual inventory and inspection at the City's Public Services Facility to be conducted October 2021 and April 2022. HRC will document what chemicals and materials are stored at these facilities, make observations of the condition of each location, and will inspect parking lots and dumpsters at these facilities for potential spill hazards, repairs, and maintenance issues. HRC staff will make recommendations for improvements (if necessary) and annually review the existing SWPPP.

Delhi Township
2101 Aurelius Rd.
Suite 2A
Holt, MI 48842
517-694-7760

Detroit
535 Griswold St.
Buhl Building, Ste 1650
Detroit, MI 48226
313-965-3330

Grand Rapids
1925 Breton Road SE
Suite 100
Grand Rapids, MI 49506
616-454-4286

Howell
105 W. Grand River
Howell, MI 48843
517-552-9199

Jackson
401 S. Mechanic St.
Suite B
Jackson, MI 49201
517-292-1295

Kalamazoo
834 King Highway
Suite 107
Kalamazoo, MI 49001
269-665-2005

Lansing
215 S. Washington SQ
Suite D
Lansing, MI 48933
517-292-1488

Approximately ten (10) staff hours and associated fees of \$1,000.00 will be needed to complete this task.

2022 Progress Report Development and Submittal – As required by EGLE, progress reports are required biennially. HRC proposes to track implementation efforts, meet with staff if needed regarding these efforts, and develop and submit your progress report to EGLE by April 1, 2022 outlining progress with the permit. A draft of the progress report will be presented to your office for review. HRC staff will work continuously with EGLE through the report development process to prevent having to revise reports and re-submit to EGLE. Approximately twenty-five (25) staff hours will be needed to complete the report, with associated fees of \$3,125.00.

Miscellaneous Stormwater Program Assistance – Throughout the year, there may be miscellaneous tasks or issues that you may need assistance with regarding permit compliance (post-construction standards development, Public Education Plan effectiveness measurement, etc.). This would include meeting with City staff, if needed, to review the Storm Water Pollution Prevention Plan and other developed documents and activities. As this need arises, we would be happy to provide assistance in any capacity you see fit. Approximately ten (10) hours of staff time will be allocated for this task, with associated fees of \$1,000.00.

New MS4 Permit Requirements – Your new MS4 Permit through EGLE has new documentation and reporting requirements. HRC can assist with the following new tasks:

- Post-Construction Storm Water Control Ordinance – The draft ordinance has already been submitted to EGLE to meet the August 1, 2021 deadline. The final effective ordinance must be submitted by November 1, 2021. HRC will continue to work with the City on any additional revisions to the stormwater ordinance. Cost not-to-exceed \$1,500.00.
- Channel Protection Rate Control (CPRC) – By April 1, 2022 and on or before April 1 of each year following, the City shall submit an annual report to EGLE for the previous calendar year documenting the results of implementing the alternative CPRC within the regulated area. The most efficient way to certify the CPRC will be to track all projects within the regulated area throughout the year. HRC suggests using construction plan review and as-built plan approval as the basis for this tracking system. Whomever is performing plan reviews at the construction plan approval stage and at the as-built approval stage should note what was required and approved with the drawings and calculations, and what was actually constructed showing as-built drawings and calculations. The cost to track this can be added into fees charged to developers as part of the escrow collected for plan review and approval. As this is solely based on the number of plans or developments in the regulated area in one-years' time, it is difficult to put an estimate on what will be required.

The above tasks, hours, and costs are intended to be a general budget for your storm water permit compliance needs. HRC staff is always available to assist in whatever capacity you choose.

The total estimated engineering budget for 2021-2022 tasks is \$7,825.00.

Thank you for the opportunity to provide the City with professional consulting services. It is a pleasure to continue to work with you in this regard. If you have any questions or require additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Ashley Allen
Project Analyst



John V. Balint, P.E.
Senior Engineer

Attachment
Enclosure
pc: HRC; File

Accepted By:

Signature: _____

Written Name: _____

Title: _____

Dated: _____



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: November 22, 2021

RE: 1st Reading – Amendment to Stormwater Management Ordinance – Chapter 30. Article II

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) reviewed the submission for the Separate Storm Sewer System (MS4) permit with the State of Michigan.

They recommended changes for the Post Construction Ordinance to have language coincide with current Oakland County Standards.

Suggested Motion:

Approve the 1st Reading of the Amendment to the Stormwater Management Ordinance.

PART II - CODE OF ORDINANCES
Chapter 30 - ENVIRONMENT
ARTICLE II. STORMWATER MANAGEMENT

ARTICLE II. STORMWATER MANAGEMENT¹

DIVISION 1. IN GENERAL

Sec. 30-26. Purpose.

The purpose of this article is to:

- (1) Protect and enhance the water quality of local watercourses, waterbodies, and groundwater pursuant to and consistent with the Clean Water Act.
- (2) Control nonstormwater discharges to stormwater conveyances and reduce pollutants in stormwater discharges.
- (3) Provide standards for the design, construction, operation and maintenance of stormwater management best management practices (BMPs) for water quality treatment, channel erosion protection, and flood prevention.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-27. Definitions.

Best management practices (BMPs). BMPs include a broad range of physical structures, plantings, or management practices. The common denominator that makes them BMPs is that they either reduce stormwater runoff, reduce pollutants that could reach surface waters, or treat stormwater before it enters a natural waterbody. Examples of structural BMPs include sedimentation basins and wet ponds (or manufactured wetlands). Vegetated BMPs could include vegetated swales or rain gardens. Management practice BMPs including washing vehicles in commercial car washes (versus in an area where the soapy water could wash into a storm drain), and soil testing before applying fertilizers.

Owner. The property owner or operator of any stormwater management system or activity subject to this article.

Stormwater management plan. Drawings and written information prepared by a registered engineer or other certified professional which describe the ways in which stormwater runoff is proposed to be controlled, having as its purpose to ensure that the objectives of this article are met.

Stormwater system. The system of public stormwater sewers, drains, ditches, and appurtenances which connects with and discharges into the rummel drain or other sewer or drain provided by a governmental unit for the purpose of conveying stormwaters away from this city.

(Ord. No. 409-10, pt. II, 10-18-2010)

Cross reference(s)—Definitions generally, § 1-2.

¹Editor's note(s)—Ord. No. 455-19 , § 1, adopted Sept. 23, 2019, amended art. II and in so doing changed the title of said article from stormwater to read as set out herein.

Sec. 30-28. Applicability.

- (a) The Oakland County **current "Oakland County Stormwater Engineering Design Standards"** as amended from time to time, are hereby adopted by the City of Lathrup Village in this article for the control and treatment of stormwater runoff with the exception that all developments subject to this article shall provide acceptable water quality treatment BMPs designed to achieve 80 percent removal efficiency of total suspended solids from the runoff produced by a **1.0-inch rainfall event**.
- (b) These standards are developed in accordance of the existing "City of Lathrup Village Engineering Design Standards".
- (c) These standards shall apply to all new construction, redevelopment, infill, or site expansions in the city that include an area of disturbance.
- (d) All permanent and temporary stormwater management BMPs, constructed as part of the requirements of this section, are subject to this article.
- (e) This article also applies to any activities which may affect the quantity or quality of a private or stormwater conveyance system or any waterway within the city. Any person(s) engaged in activities that may result in excessive quantities or pollutants entering any stormwater conveyance systems or waterways may be subject to the remedies for violation of this section. Examples of such pollutants may include, but is not limited to, debris, concrete washings, de-icing materials, fertilizers, heavy metals, automobile fluids, topsoil, yard wastes, and commercial or light industrial wastes.
- (f) Natural swales and channels should be preserved, whenever possible. If channel modification must occur, the physical characteristics of the modified channel will meet the existing channel in length, cross-section, slope, sinuosity, and carrying capacity. Streams and channels will be expected to withstand all events up to the two-year storm without increased erosion.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-29. Stormwater drainage/erosion control.

All stormwater drainage and erosion control plans shall meet the standards adopted by the city and Oakland County for design and construction and shall, to the maximum extent feasible, utilize nonstructural control techniques, including but not limited to:

- (1) Limitation of land disturbance and grading;
- (2) Installation and maintenance of vegetated buffers and natural vegetation;
- (3) Minimization of impervious surfaces;
- (4) Use of terraces, contoured landscapes, runoff spreaders, grass or rock-lined swales;
- (5) Use of infiltration devices.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-30. General.

- (a) The city recognizes that, due to the specific requirements of any given development, inflexible application of the design standards may result in development with excessive paving, stormwater runoff, and a waste of space which could be left as an open space.

- (b) The city administrator shall have the authority to grant waivers and variances from specific control provisions of the stormwater management standards due to site-specific conditions, **but only if the variance(s) are as restrictive as the Oakland County Standards.** (see section 30-35).
- (c) Where low impact development, open space preservation, or other site design practices have been used to maintain the predevelopment site hydrology.
- (d) All requests for waivers or variances must be provided in writing along with jurisdictions. Alternatives that are consistent with the overall intent of stormwater quantity and quality management may be proposed, subject to the approval of both the city and, if applicable, the county.
- (e) The city may permit deviations from ordinance requirements during the site plan review process to reduce impervious surfaces. These deviations can be either prescribed by ordinance or proposed through creative land development techniques that are permitted by the ordinance.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-31. Stormwater management plan.

- (a) As part of the site plan submittals, three copies of a stormwater management plan shall be submitted to the city for every development subject to this article. The contents of the stormwater management plan shall include the information requirements as outlined in the Oakland County "Engineering Design Standards for Storm Water Facilities, Procedures for Submittal and Review, Parts 1 through 5", as amended from time to time, as applicable.
- (b) The city council shall establish certain fees and escrow requirements by resolution. Fees and escrow account payments shall be sufficient to cover administrative and technical review costs anticipated to be incurred by the city including the costs of on-site inspections.
- (c) An as-built certification for stormwater management BMPs must be provided to the city prior to final approval of the development.
- (d) For sites that store or use chemicals, a spill response plan is required which clearly defines the emergency steps to be taken in the event of an accidental release of harmful substances that may migrate to the stormwater system. Plans shall be submitted and approved by the city.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-32. Long-term maintenance of stormwater facilities.

- (a) A long-term maintenance plan shall be submitted to the city for approval. A maintenance agreement shall be signed by the owner or operator and shall be included as an obligation in the master deed, easement document, or in another recordable form and recorded with Oakland County Register of Deeds.
- (b) Stormwater facilities shall be maintained by the owner and shall be repaired and/or replaced by such person when such facilities are no longer functioning as designed. Disposal of waste from maintenance of facilities shall be conducted in accordance with applicable federal, state and local laws and regulations.
- (c) Records of installation and maintenance and repair shall be retained by the owner and shall be made available to the city upon request.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-33. Maintenance and guarantee bond.

The owner shall provide a maintenance and guarantee bond to the city for inspection and emergency maintenance of stormwater management BMPs for a period of at least five years following final acceptance. The bond amount shall be determined as ten percent of the total cost of construction of each stormwater management BMP and drainage facility listed or as determined by the city. The city reserves the right to periodically modify the bonding amounts and requirements by resolution.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-34. Easements.

- (a) Stormwater management easements shall be provided as necessary and recorded as directed by the city to ensure access for inspections, maintenance, and preservation of primary and secondary drainage ways needed to serve other properties.
- (b) The location and purpose of easements for stormwater management and drainage shall be clearly described in development deed restrictions or condominium master deeds. Easements shall be recorded with the Oakland County Register of Deeds according to city and/or Oakland County requirements.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-35. Superintendent; variances.

- (a) The city administrator shall act as superintendent of the stormwater system, and he/she may and shall appoint such employees or other agents and specify their duties as he/she may require for the proper construction, operation and maintenance of the stormwater system. He/she shall have administrative control of the stormwater system and shall be charged with the enforcement of this article.
- (b) The city administrator shall have administrative discretion to approve, allow, and require minor variances from this article when he/she determines such **only if the variance(s) are as restrictive as the Oakland County Standards and** appropriate under the following criteria:
 - (1) Because of unusual topographical or field conditions, there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this article.
 - (2) The proposed variance will not adversely affect the purpose or objectives of this article or otherwise impair the public health, safety, comfort and welfare.
 - (3) Reasonable and appropriate conditions may be attached to a grant of a variance to ensure that the stormwater system improvements will continue to meet the criteria in the future.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-36. Appeals.

Any person deeming himself to be aggrieved by an administrative decision under this article may appeal to the council. The council shall have all of the powers and authority of a construction board of appeals to review such administrative decisions **only if the variance(s) are as restrictive as the Oakland County Standards**, in addition to its general powers to control streets, alleys, and other public places within the city.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-37. Permit to connect private underground drains.

No underground stormwater drain on private property shall be installed or connected to either roadside ditches or stormwater sewer pipes of the stormwater system on public property without a permit having been issued by the city administrator. The fee for such permit shall be as provided in section 34-206. Opportunity for inspection shall be provided after all pipe is in place and before it is covered, and also at the time that any tap is made into the stormwater sewer pipes. All fees for the permit for such installation shall be paid by the party performing such work before construction is started.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-38. Specifications for connections of private underground drains.

Except as otherwise provided in this article, no connection larger than six inches shall be made to the stormwater sewer pipes of the stormwater system. The underground lines of any private stormwater drain on private or public property connected to the stormwater system shall be constructed of concrete pipe with closed joints, or field tile wrapped and covered with pea gravel so as to effectively exclude all sand from entering the sewer. At the point of tap to the stormwater system pipeline, the pipe shall be tapped using a tight-fitting sleeve (insert tee or equal) to receive the private stormwater drain and shall be constructed in a manner meeting the approval and subject to the inspection of the city. The cost of all private stormwater drains on or in private property and continuing on or in public property and the cost of all connections to the stormwater system shall be paid by the party installing the private stormwater drain. If the underground stormwater drain from private property in the course of construction crosses a public sidewalk or street, the sidewalk or street shall be reconstructed to its original condition at the expense of the party installing the private stormwater drain.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-39. Drainage into sanitary sewers.

No stormwater shall be drained or permitted to flow into the city sanitary sewer system. All stormwater not permitted to enter into the sanitary sewer system shall be drained into the city stormwater system in accordance with sound engineering practice in such fashion as approved by the city so as not to overload any segment of the stormwater system or permit the accumulation of stormwaters so as to constitute a hazard or nuisance.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-40. New buildings or land improvements.

- (a) No new buildings or land improvements shall be constructed which increase or accelerate stormwater flows into the stormwater system unless and until the stormwater system is either: (i) already in place with sufficient capacity to accommodate such; or (ii) is constructed, modified, or enlarged to provide the ditches, sewers, drains and appurtenances necessary to service and accommodate the increased flows. All system improvements made necessary by new building and improvements shall be made at the expense of the owner of the land being developed, by special assessment or otherwise. No building permit shall be issued unless all needed system improvements will be constructed as part of the project.
- (b) All new buildings or land improvements shall be designed in accordance with the latest edition/revisions of the Oakland County Water Resources Commissioner's **current Oakland County Stormwater Engineering Design Standards** as amended from time to time.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-41. Maintenance of ditches and culverts.

It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-42. Building construction standards.

- (a) Under this article, all machinery, trucks and equipment shall proceed to and all material shall be delivered to any building site by means of a completed culvert and approach, and under no circumstances shall machinery, trucks or other equipment be driven, moved or transported through unprotected ditches to gain access to any new building construction site. However, if the earth is frozen or saturated with moisture to such an extent that it is impractical or impossible to properly install permanent culverts, temporary timber bridges may be installed and utilized, but only in such manner as not to impair or interfere with the property runoff or drainage of water in such ditches and in such manner as not to disturb or destroy the depth or sides of the ditches. As soon as permanent culverts may be properly installed, such temporary bridges shall be removed.
- (b) In all cases ditches must be kept, during construction, and left, at completion of construction, in good condition, free of obstruction and at proper grade by the owners of the private property abutting the public right-of-way nearest to the ditch. No refuse from construction, materials used in construction, containers, yard trimmings, ashes or other debris shall be placed in or allowed to accumulate in the ditches.
- (c) No machinery, trucks, equipment or materials may be stored, stacked or piled on public sidewalks; streets, including the full width of the right-of-way, alleys, or other public property.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-43. General standards for culverts.

Under this article, culverts shall be aligned to conform to the centerline of the ditch in which they are installed.

- (1) Culverts shall be county standard gauge corrugated galvanized steel (hot-dipped), reinforced concrete pipe or as approved by Section 401 of the M.D.O.T. 2003 Standard Specifications for Construction, as amended from time to time, of not less than 12 inches in diameter or as otherwise determined by the city to be necessary or appropriate under the conditions where installed.
- (2) For a culvert under a sidewalk, the length shall be as determined by the city to be appropriate according to the conditions existing where installed.
- (3) Culvert pipe must be installed in such a manner that the bottom flow line is a minimum of 1.5 feet below the edge of the travelled portion of the adjoining road or street but in no case higher than the flow line of the ditch in which the culvert is installed.
- (4) Fill for culverts may be an approved grade of road gravel, slag or crushed stone.
- (5) The city may authorize a city agency to install culverts for public purposes without any permit or fee.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-44. Driveway culverts.

- (a) Culverts for driveway purposes may be installed in the stormwater system ditches only after obtaining a permit from the city. They shall be inspected for proper installation and shall be approved in writing by the city before being put to use. The city shall be given at least 24 hours' advance notice of the request for culvert inspection.
- (b) A driveway culvert permit shall be obtained for every new building constructed in the city before construction commences.
- (c) Fees for driveway culvert permits shall be as provided in section 34-207.
- (d) Driveway culverts shall be so located so that the centerline of the driveway bisects the culverts.
- (e) Driveway culverts shall be not less than 18 feet or more than 30 feet long and not less than eight inches in diameter.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-45. Restricting flow or filling of ditches.

- (a) Except as otherwise provided in this article, it shall be unlawful to cover over or fill any roadside drainage ditch or to restrict the flow of any roadside drainage ditch within the city limits. However, the city administrator, upon receipt of a petition from the owners of the property adjoining and on the same side of the street of the section of the roadside drainage ditch proposed to be covered or filled or of flow to be restricted and the processing fee prescribed in section 34-208 may authorize the filling of the ditch and the installation of and the covering of a culvert in the exercise of his sound discretion under the following conditions:
 - (1) The petition must be accompanied by a sketch of the construction plan proposing a system modification which conforms to sound engineering practice and which meets the following requirements:
 - a. All culverts shall connect to a storm sewer either directly or via a ditch, shall be of 12- to 15-inch diameter culvert pipe, and shall be placed at least three feet below the top of the finished grade surface.
 - b. In residential zones, the stormwater system shall have at least one storm inlet each 100 feet and an eight-inch minimum depth ditch to collect stormwater and convey it to the storm inlets.
 - c. In nonresidential zones, the stormwater system shall have at least one storm inlet at each low point, and inlets shall be spaced not more than 300 feet apart. The area in and about each covered culvert must be graded to drain to the storm inlets.
 - (2) The proposed system modification must be in the best interests of the petitioners, neighboring properties and the city at large and cause no additional current or future cost or expense to the city or neighboring property owners. The city administrator may attach reasonable and appropriate conditions to his authorization to ensure that the modification will continue to meet the criteria of this subsection.
- (b) If the city administrator shall have any reasonable doubt that the proposed system modification meets the conditions and criteria specified, he shall deny the petition and direct the petitioner to appeal to the council.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-46. Prohibited discharge; prohibited connections.

- (a) No liquid or waste of any kind shall be discharged or permitted to be discharged into the city stormwater system contrary to this Code or other article governing such. The unauthorized discharge of any liquid or waste into the city stormwater system is declared to be a public nuisance and is subject to the abatement and special assessment provisions as provided in this Code.
- (b) No connection shall be made to the city stormwater system contrary to this Code or other article governing such. Any unauthorized connection to the city stormwater system is declared to be a public nuisance and is subject to the abatement and special assessment provisions as provided in this Code.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-47. Severability.

If any provision, clause, sentence, or paragraph of this article or the application thereof to any person, establishment, or circumstance shall be held invalid, such invalidity shall not affect the other provisions or application of this article which can be given effect without the invalid provision or application, and to this end, the provisions of this article are hereby declared to be severable.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-48. Violations.

- (a) If the stormwater management BMPs have not been adequately maintained, the city may notify the owner(s) in writing and require the necessary maintenance or repairs within 90 days of the written notice. Should the owner fail to comply with the provisions of this article, the city may, after giving reasonable notice and opportunity for compliance, have the necessary work done and the owner shall be obligated to promptly reimburse the city for all such costs incurred. If said costs are not paid by the owner, the city may pursue the collection of same through appropriate court actions or as lien on property taxes.
- (b) When emergency measures are necessary to mediate a nuisance, to protect public safety, health, welfare, and/or to prevent loss of life, injury or damage to property, the city is authorized to, but not required to, carry out or arrange for all such emergency measures. Property owners shall be responsible for the cost of such measures made necessary as a violation of this article and shall promptly reimburse the city for all such costs. If said costs are not paid by the owner, the city may pursue the collection of same through appropriate court actions or as lien on property taxes.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-49. Exemptions and variances.

- (a) Activities contained entirely within federal, state, or county lands and that do not impact adjacent property within the city are exempt from the requirements of this article.
- (b) Routine single-family landscaping and/or gardening that does not alter the existing stormwater management facilities or require a grading plan as determined by the city.
- (c) Any person performing construction work in the city shall maintain compliance with the county and state requirements for soil erosion and sediment control.

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(Supp. No. 17)

- (d) The prohibition of discharges shall not apply to any discharge regulated under a NPDES point source permit issued and administered by the state, provided that the discharger is in full compliance with all requirements of the permit and other applicable laws or regulations. Compliance with an applicable NPDES permit governing discharges into a stormwater conveyance system shall be considered compliance with this article. NPDES permitted stormwater discharges are still subject to the county design criteria.

(Ord. No. 409-10, pt. II, 10-18-2010)

Sec. 30-50. Disclaimer of liability.

The degree of protection required by this article is considered reasonable for regulatory purposes and is based on scientific, engineering, and other relevant technical considerations. The standards set forth herein are minimum standards and this article does not imply that compliance will ensure that there will be no unauthorized discharge of pollutants into the waters of the United States. This article shall not create liability on the part of the city, any agent, consultant or employee thereof for any damages that result from reliance on this chapter or any administrative decision lawfully made hereunder.

(Ord. No. 409-10, pt. II, 10-18-2010)

DIVISION 2. ILLICIT DISCHARGE

Sec. 30-51. Title and purpose.

This section of chapter 30 shall be known and cited as the illicit discharge elimination program (IDEP).

The purpose of this division is to provide for the health, safety, and general welfare of the citizens of the city through the regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This division establishes methods for controlling the introduction of pollutants into the municipal storm sewer system in order to comply with requirements of the national pollutant discharge elimination system (NPDES) permit process. The objectives of this division are:

- (1) To regulate the contribution of pollutants to the municipal storm sewer system by stormwater discharges by any user.
- (2) To prohibit illicit connections and discharges to the municipal storm sewer system.
- (3) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-52. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Authorized enforcement agency means the City of Lathrup Village, through its public services department by its director of public services and his/her authorized representatives, which shall specifically include all inspectors and code enforcement, and any other individual designated by the city manager of the City of Lathrup Village to enforce this division. Where applicable the terms may also mean the director of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) or his/her designated official, and/or the United States EPA Administrator or his/her designated official.

Best management practices (BMPs) means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

City means the City of Lathrup Village.

Clean Water Act means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Construction activity means activities subject to NPDES construction permits. These include construction projects resulting in land disturbance of five acres or more requiring an issued permit and small construction activities impacting one to five acres of land deemed to operate under a national permit. Such activities include, but are not limited to, clearing and grubbing, grading, excavating, and demolition.

County means the County of Oakland.

Hazardous materials means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illegal discharge means any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in section 30-49 of this article.

Illicit connections mean either of the following:

- (1) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including, but not limited to, any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency, or
- (2) Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial activity means activities subject to NPDES industrial permits as defined in 40 CFR, Section 122.26(b)(14).

MS4 means a municipal separate storm sewer system.

National pollutant discharge elimination system (NPDES) stormwater discharge permit means a permit issued by United States Environmental Protection Agency (EPA), or by the State of Michigan under authority delegated pursuant to 33 USC § 1342(b) and codified in the Michigan Natural Resources and Environmental Protection Act Protection at MCL 324.101 et seq., that authorizes the discharge of pollutants to waters of the United States or State of Michigan, whether the permit is applicable on an individual, group, or general area-wide basis.

Non-stormwater discharge means any discharge to the storm drain system that is not composed entirely of stormwater.

Person means any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

Pollutant means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

Premises means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Storm sewer system or *storm drainage system* means a publicly owned facility by which stormwater is collected and/or conveyed, including, but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

Stormwater means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

Stormwater pollution prevention plan means a document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

Wastewater means any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-53. Applicability.

This division shall apply to all water entering the storm drain system generated on any developed or undeveloped lands unless expressly exempted by an authorized enforcement agency.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-54. Enforcement, responsibility for administration.

This division shall be enforceable by the city code enforcement officer at the direction of the director of public services or other authorized enforcement agency.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-55. Minimum standards.

The standards set forth herein and promulgated pursuant to this division are minimum standards; therefore, this division does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-56. Discharge prohibitions.

- (a) *Prohibition of illegal discharges.* No person shall discharge or cause to be discharged into the storm drain system or watercourses, any materials, including, but not limited to, pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited; however, the following discharges are exempt from prohibition as described:
- (1) The discharges and flows from firefighting activities if they are identified as not being a significant source of pollutants to the waters of the state.
 - (2) Discharges specified in writing by the director of public services as being necessary to protect public health and safety.
 - (3) Dye testing, when there has been verbal notification to the director of public services and state department of environmental quality procedures have been followed.
 - (4) Discharges permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.
 - (5) The following discharges or flows if they are identified as not being a significant contributor to violations of water quality standards: water line flushing and discharges from potable water sources; landscape irrigation runoff, lawn watering runoff, and irrigation waters; diverted stream flows and flows from riparian habitats and wetlands; rising groundwaters and springs; uncontaminated pumped groundwater, except for groundwater cleanups specifically authorized by NPDES permits; foundation drains, water from crawl space pumps, footing drains and basement sump pumps; air conditioning condensation; waters from noncommercial car washing; street wash water; dechlorinated swimming pool water from single-, two- or three-family residences. Other swimming pools shall not be discharged to stormwater or to surface waters of the state without NPDES permit authorization from EGLE.
- (b) *Prohibition of illicit connections.*
- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
 - (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to a storm drain system or MS4, or allows such a connection to continue.
- (c) *Prohibition of direct dumping or disposal of materials into the MS4.*
- (1) The direct dumping of materials or discharges into the MS4 is prohibited except for those illicit discharges identified as not being a significant contributor to violations of water quality standards.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-57. Right of entry.

The director of public services and the city's code enforcement officer, or other authorized enforcement agency shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing of suspected non-stormwater discharges in accordance with the provisions of this article. Refusal of reasonable access to the director of public services, the city's code enforcement officer, and/or representatives of the authorized enforcement agency to any part of the premises is a violation of this article.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-58. Suspension of storm sewer system access.

- (a) *Suspension due to illicit discharges in emergency situations.* The code enforcement officer at the direction of the director of public services or other authorized enforcement agency may seek immediate injunctive relief to suspend storm sewer system discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the storm sewer system or the waters of the United States or this state. If the violator fails to comply with a suspension order issued in an emergency, the authorized enforcement agency may take such steps as deemed necessary to prevent or minimize damage to the storm sewer system or waters of the United States or this state, or to minimize danger to persons.
- (b) *Suspension due to the detection of illicit discharge.* Any person discharging to the storm sewer system in violation of this article may have their storm sewer system access terminated by order of the district court, or other court of competent jurisdiction, if such termination would abate or reduce an illicit discharge. The code enforcement officer or the director of public services will notify a violator of the proposed termination of its storm sewer system access. The violator may petition the city engineer for reconsideration and hearing.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-59. Industrial or construction activity discharges.

Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the city engineer prior to the allowing of discharges to the MS4.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-60. Monitoring of discharges.

The director of public services has the right to require non-residential dischargers to install monitoring equipment as necessary, in accordance with court order, if a non-stormwater discharge is suspected. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-61. Requirements to prevent, control, and reduce storm water pollutants by the use of best management practices.

The director of public services or his designee will adopt requirements identifying best management practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a storm water pollution prevention plan (SWPPP) as necessary for compliance with requirements of the NPDES permit.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-62. Notification of spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the authorized enforcement agency in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the director of public services within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-63. Enforcement.

- (a) *Notice of violation.* Whenever the director of public services or his/her designee determines that a person has violated a prohibition or failed to meet a requirement of this division, the City of Lathrup Village may issue a notice of violation to the responsible person and the owner of the property where the violation is occurring, requiring compliance within a period set forth within the notice. Such notice may require without limitation:
- (1) The performance of monitoring, analyses, and reporting;
 - (2) The elimination of illicit connections or discharges;
 - (3) That violating discharges, practices, or operations shall cease and desist;
 - (4) The abatement or remediation of storm water pollution or contamination of hazards and the restoration of any affected property; and

- (5) Payment of a fine to cover administrative and remediation costs; and
- (6) The implementation of source control or treatment BMPs.
- (b) *Abatement of a violation.* If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall advise that, should the violator fail to remediate or restore within the established deadline, the city may issue a municipal civil infraction citation and may seek an order of the district court, or file a civil suit with a court of competent jurisdiction requiring the restoration to be completed within an established deadline and authorizing the city or its designee to complete the work at the violator's expense.
- (c) *Penalties.* Violations of this article shall be a municipal civil infraction as set forth within section 1-24 of this Code.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-64. Cost of the abatement of the violation.

In the event the violator fails to correct the violation as required, and the city undertakes the corrective action in accordance with an order of the district court, or other court of competent jurisdiction, within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The court order may provide that if the amount due is not paid within a timely manner, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Unpaid assessments may be placed on the city's delinquent tax roll and may be collected as unpaid taxes.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sec. 30-65. Remedies not exclusive.

The remedies listed in this division are not exclusive of any other remedies available under any applicable federal, state, or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies, including, but not limited to circuit court actions in law or equity.

(Ord. No. 455-19 , § 1, 9-23-2019)

Sheryl Mitchell

From: Sexton, Kathleen (EGLE) <SextonK3@michigan.gov>
Sent: Wednesday, November 17, 2021 11:04 AM
To: Allen, Ashley; Sheryl Mitchell
Subject: RE: Lathrup Village - Post-construction ordinance comments

Hello Ashley,

Thank you for the revised submission. There are just two more things that need to be addressed:

1. Sec. 30-28. (a) references a "water quality storm". Since "water quality storm" is not defined, it must either be defined in the definitions listed in the ordinance, or changed to "a 1.0-inch rainfall event." This reference is taken directly from the MS4 permit Part 1.A.3(f)., *Post-Construction Storm Water Runoff Program*
2. In Sec. 30-40. (b) please change "Engineering Design Standards for Storm Water Facilities" to "current Oakland County Stormwater Engineering Design Standards."

Once those revisions are made, the City can proceed to present this to Council at their December 20th meeting for the 1st reading of the ordinance amendment.

Feel free to reach out to me if you have any questions.

Thank you,
 Kathleen

~~Noted~~

Kathleen Sexton

Environmental Quality Analyst
 Municipal Storm Water Program
 Warren District Office | 27700 Donald Court Warren, MI 48092
 Water Resources Division
 Michigan Department of Environment, Great Lakes, and Energy
 (586) 206-2699 | SextonK3@michigan.gov



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 Pollution Emergencies: 800-292-4706
 EGLE Environmental Assistance Center: 800-662-9278
 EGLE Website: www.Michigan.gov/EGLE

From: Allen, Ashley <AAllen@hrcengr.com>
Sent: Friday, November 12, 2021 1:53 PM
To: Sexton, Kathleen (EGLE) <SextonK3@michigan.gov>; Sheryl Mitchell <smitchell@lathrupvillage.org>
Subject: RE: Lathrup Village - Post-construction ordinance comments

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Please find attached the updated ordinance addressing your comments for your review. If this is sufficient, the City can present this to Council at their December 20th meeting for the 1st reading of the ordinance amendment. Please let us know if this is good to proceed.

Thanks!
Ashley

From: Sexton, Kathleen (EGLE) <SextonK3@michigan.gov>
Sent: Friday, November 5, 2021 8:22 AM
To: Sheryl Mitchell <smitchell@lathrupvillage.org>
Cc: Allen, Ashley <AAllen@hrcengr.com>
Subject: RE: Lathrup Village - Post-construction ordinance comments

Sheryl,

I understand the municipal process of revising ordinances takes time. Can you clarify a timeline for this - will the first reading take place December 20th? Will the final reading take place in January 2022?

In order to satisfy the compliance schedule outlined in MS4 Permit No. MI0060042, I'm asking that you please submit a revised version that addresses the comments noted during review. This revised draft can be provided to me via email by November 12, 2021. This will ensure the language is acceptable and no more changes are needed before it gets presented to council. Once this draft is officially read and approved by council, the city can revise their final submission in MiWaters to reflect the approved in-effect post-construction stormwater control ordinance.

To clarify, Oakland County is not in the process of redoing their stormwater engineering design standards; the Oakland County stormwater engineering design standards were approved when their permit was issued on January 1, 2021.

I am available to discuss this via phone call if that would be helpful.

Thanks,
Kathleen

Ndkhgh

Kathleen Sexton
Environmental Quality Analyst
Municipal Storm Water Program
Warren District Office | 27700 Donald Court Warren, MI 48092
Water Resources Division
Michigan Department of Environment, Great Lakes, and Energy
(586) 206-2699 | SextonK3@michigan.gov



Pollution Emergencies: 800-292-4706
EGLE Environmental Assistance Center: 800-662-9278
EGLE Website: www.Michigan.gov/EGLE

From: Sheryl Mitchell <smitchell@lathrupvillage.org>
Sent: Thursday, November 4, 2021 5:39 PM
To: Sexton, Kathleen (EGLE) <SextonK3@michigan.gov>
Cc: Allen, Ashley (AAllen@hrcengr.com) <AAllen@hrcengr.com>
Subject: RE: Lathrup Village - Post-construction ordinance comments

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Kathleen,

It will actually take longer than anticipated. With an ordinance amendment we have to post the notice in the paper and have a 1st reading and 2nd reading at a council meeting. Then the adoption. So, we are looking at 2022.

Is this related to the ordinance changes that are in the process of being redone by Oakland County? There was a meeting last week with EGLE.

Sheryl

Sheryl L. Mitchell Theriot
 City Administrator
 City of Lathrup Village

P| 248.663.6025
O| 248.557.2600, ext 225
C| 248.520.0620
E| smitchell@lathrupvillage.org

From: Sexton, Kathleen (EGLE) <SextonK3@michigan.gov>
Sent: Thursday, November 4, 2021 11:35 AM
To: Sheryl Mitchell <smitchell@lathrupvillage.org>
Subject: Lathrup Village - Post-construction ordinance comments

Greetings,

My name is Kathleen Sexton, and I am your compliance contact at the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for your Municipal Separate Storm Sewer System (MS4) Permit (MI0060042) with the State of Michigan.

EGLE has reviewed your draft Post Construction Ordinance received on July 28, 2021 and final Post Construction Ordinance received on October 29, 2021. The City of Lathrup Village submitted existing code Stormwater Ordinance 409-10 with language to adopt the Oakland County Post Construction design engineering standards.

Please address the concerns below:

1. The ordinance references the Oakland County “Engineering Design Standards for Stormwater Facilities.” For consistency, please update this language to “current Oakland County Stormwater Engineering Design Standards.”
2. Sec. 30-30, 30-35 and 30-36 of the ordinance allows for city administrator and/or council to authorize variation from the design standards. Please note exceptions cannot be allowed unless the variance(s) are as restrictive as the Oakland County Standards. The ordinance language should be updated to reflect this.

Please make these changes as soon as possible but no later than November 12, 2021. If changes need more time, provide a timeline for when it can be completed.

Once changes are made, please submit a revised final PCC ordinance via MiWaters that reflects the revisions. Thank you for your cooperation.

Please reach out if you have any questions.

Best,
Kathleen

Now, $\mathbf{N} \in \mathbb{R}^{n \times n}$

Kathleen Sexton
Environmental Quality Analyst
Municipal Storm Water Program
Warren District Office | 27700 Donald Court Warren, MI 48092
Water Resources Division
Michigan Department of Environment, Great Lakes, and Energy
(586) 206-2699 | SextonK3@michigan.gov



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Pollution Emergencies: 800-292-4706

EGLE Environmental Assistance Center: 800-662-9278

EGLE Website: www.Michigan.gov/EGLE

Sheryl Mitchell

From: Sheryl Mitchell
Sent: Thursday, November 18, 2021 1:29 PM
To: Kelly Garrett
Cc: Scott Baker (sbaker@bakerelowsky.com); Pamela Bratschi; Yvette Talley
Subject: Notice of Resignation

Greetings Mayor Garrett,

It has truly been an honor to work with you, your council colleagues, and our amazing team here in the City of Lathrup Village for the past 3.5 years! Over this time we have made tremendous strides in improving operations and building a solid foundation for the future.

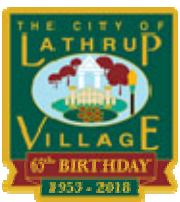
To confirm our conversation, please accept this communication as my official notice of my resignation. In accordance with my contract, I am providing 30 days' notice; with my last date of employment being December 18, 2021.

Thank you for the privilege of serving as City Administrator for the City of Lathrup Village, and I will of course make every effort to support a smooth transition.

Sincerely,

Dr. Sheryl L. Mitchell Theriot

City Administrator
 City of Lathrup Village



27400 Southfield Road
 Lathrup Village, MI 48076
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A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor and City Council Members
 FR: Sheryl L. Mitchell, City Administrator
 DA: October 4, 2021
 RE: **CITY ADMINISTRATOR UPDATES**

- **City Council Meetings** – Municode
 - <https://lathrup-mi.municodemeetings.com/>
 - For agenda's, packets, minutes, video's, meeting calendar, public comment form
 - **Audience Viewing** – we will have our trial run with having the audience members being able to see who else is in attendance starting with the October 4th Study Session
 - **Study Session** – Monday, Oct. 4, 2021 at 6:00pm ID: 819 7951 8287 PC: 932615
 - **Election Commission** – Monday, October 4, est. 8:00pm ID: 840 6570 2473 PC: 428223
 - **Study Session** – Monday, Oct. 18, 2021 at 5:30pm ID: 546 088 3579 PC: LV2021
 - **Zoning Board of Appeals** – Mon, Oct. 18, 2021 at 7:00pm ID: 890 7406 2136 PC: 762969
 - **Council Meeting** – Monday, October 18, 2021 at 7:30pm ID: 546 088 3579 PC: LV2021
- **Administration** –
 - Hosting 1st **CONNECT 225 – Coffee & Conversation with Sheryl** – Lathrup Village City Administrator on Thursday, October 7 from 8am to 9am at Panera
 - **ICMA Conference** – being held in Portland. I am participating remotely for a presentation on “Accelerating Equity with 16/50 Project – Tackling Gender Diversity in Local Government Management”
 - **Closed Lunch Hour** – 12:30pm-1:30pm – will continue until after the Election. Front office staff are assisting with election duties currently. After the Nov. 2 Election, we will evaluate if we can provide appropriate coverage to allow for the front desk to remain open during the lunch break.
 - **RFP – Real Estate Professional Services** – has been published for the House in the Woods property. Deadline for submissions is November 1st.
 - **Website** – the refreshed website is scheduled to go live on October 11th!
 - **Vacation** – I will be taking time off on Fridays in October – 10/8, 10/15, 10/22, 10/29
- **Elections**
 - Tuesday, November 2, 2021 – General Election
 - Charter Amendment Proposal – Changing of Budget Deadline Dates by one month
 - 4 City Council seats are on the ballot
 - (2 seats) Four-year term (2 highest vote)
 - (1 seat) Two-year term (3rd highest vote)
 - (1 seat) Partial term 1– ending 11/13/2023
 - The Absent Voter ballots have been mailed
 - Public Accuracy Test is Oct. 26 at 3pm
 - Angie Brunke is assisting in the office with election items
- **Police Department** - taking various traffic calming approaches, including the radar sign, patrols and having police vehicle present in areas with increased speeds

- **Finance Department**
 - **Water Bills** – October 31 will start reviewing outstanding water bills. These will go to City Council in December. Hearing is in January. Residents have until February to pay to avoid the special assessment.
 - **Board of Review** – in December
 - **Auditor** – presentation of audit will likely be at the November meeting
- **DDA** – Next meeting October 15, 2021 at 12noon. Zoom: 914 1822 7857 Code: 337459
 - Held the Southfield Road Clean up Oct 2nd
 - Zing – Customer Service Training – Oct. 28th from 9-11am (staff will also participate)
 - Bikes & BBQ – Saturday, Oct. 9 from 11am-1pm ; \$5 for lunch from Beans & Cornbread
- **Planning Commission** - meeting CANCELLED October 19, 2021
- **Sidewalks** – about 4 weeks until completion, due to rain delays. Invoices with options for payments will go out after the final numbers are in from the contractor.
- **Parks and Recreation** – the DDA and City Council approved shifting responsibility for major events to Cori Dahl. She will also serve as a liaison for the Recreation Dept. Cori, Susie and I had a remote meeting on Oct. 1st with Teri Fields (Director, Southfield Parks & Recreation and Fred Zorn, City Administrator-Southfield) to discuss how we might partner and leverage the resources in each of our communities. As we work out the initial details, they will be brought back to the council and will be included in the winter publications when finalized.
- **Recreation Department – Fall Fest**, October 30 at 12noon
- **Building & Facilities** – these duties are being reassigned to Rami. He is working on getting quotes for the replacement for the generator, which was damaged beyond repair after the recent power outage. We are looking to get one sufficient to power the entire building, in addition to the police department.
- **DPS – Leaf Season Pick up** – begins October 15th. The contract was renewed with the City of Ferndale for bringing the leaves to their site.
- **MDOT – Bike Wayfinding Project** – had remote meeting with MDOT on Sept. 27th to close out grant. Identified about 6 locations where the road markings need to be repainted.
- **Lead & Copper Water Service Line Replacement** – 2nd round of replacements with SOCCRA contract with D'Angelo Brothers is scheduled for 11 properties. The work is to occur October 19-21st.
- **Oakland County Water Resource Commission/Evergreen-Farmington Sanitary District** - as part of the Corrective Action Plan, improvements are being made to the Sanitary Retention Tank and controls to provide grade separation capacity. The design contract was approved by the drain board. They are preparing an RFP for a contract manager, proposals due in November. Last week and Sept. 22-25 were Wet Weather Events (5 inches or more of rain).
- **ARP funds** – Lathrup Village is classified as a Non-Entitlement Unit for the distribution of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF). So, our distribution is dependent on the State releasing the funds to the local units. The State of Michigan was issued the funds on May 28, 2021, and has been granted its 3rd 30-day extension for the distribution of the funds. The 1st reporting deadline has been extended from October 31, 2021 to January 31, 2022. Distributions are based on population and we are expecting to receive \$428,199.