



City Council Regular Meeting

Monday, July 21, 2025 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Agenda**

5. **Presentations**

A. Lathrup Village Police Officer Introduction

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

7. **Consent Agenda**

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

A. Approval of Minutes

i. 6-16-25 - Study Session

ii. 6-16-25 - Regular Meeting

iii. 6-23-25 - Special Meeting

iv. 6-30-25 - Special Meeting

v. 7-7-25 - Study Session

B. Building & Code Enforcement Reports

C. Community & Economic Development Report

D. Police Department Monthly Reports

E. Finance Department Reports

F. MML Workers' Compensation Fund - Trustee Election

8. Action Requests - For Consideration / Approval

A. Second Reading - Ordinance #2025-01 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, As Amended, MCL 125.1401, ET SEQ.

B. Request to Approve PILOT Application Fee

C. First Reading - Ordinance #2025-03 - An Ordinance to Amend Article 2 Sign Ordinance

D. First Reading - Ordinance #2025-04 - An Ordinance to Amend Chapter 10. Animals, by Amending Article IV. Chickens, Section 10-131. Number Limits, and Section 10-132. Structure

E. First Reading - Ordinance #2025-05 - An Ordinance to Amend Chapter 18. Businesses, Article IV. Landlords & Tenants, Section 18-181 Definitions & Section 18-184 Rental Licenses

F. First Reading - Ordinance #2025-06 - An Ordinance to Amend Article 18. Businesses, by Adding a New Article, Article VII. Short-Term Rentals, to Provide for the Licensing & Regulation of Short-Term Rentals in the City of Lathrup Village

G. Request to Approve Zoning Ordinance Amendment - Money Service Businesses

H. Request to Approve Zoning Ordinance Amendment - Small Box Discount Retail Stores

I. Request to Approve Resolution #2025-17 - Designating City Flagpoles as Nonpublic Forums & Platforms for Government Speech & Establishing a Flag Display Policy

J. Request to Approve EB 11-Mile Construction Change Order

K. Request to Approve DPS Bobcat Backhoe Loader Purchase

L. Request to Approve PD Chevrolet Blazer Purchase

M. Request to Approve Community Room Re-Roofing Specifications Preparation Services

N. Request to Approve City Hall Phone System Upgrade Project

O. Request to Approve MML Liability & Property Pool 2025 Renewal Premium

P. Request to Appoint Board of Review Member

9. City Administrator Report

10. City Attorney Report

11. Reports of Boards, Commissions, and Committees

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

12. Unfinished / New Business

13. Public Comment (speakers are limited to 3 minutes)

14. Mayor and Council Comments

15. Closed Session

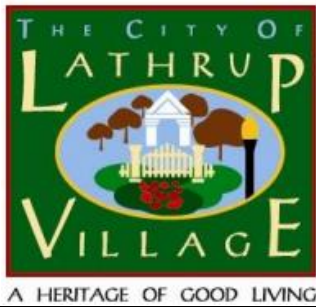
- A. Request to enter into Closed Session per MCL 15.268(h) - To consider material exempt from discussion or disclosure by state or federal statute

16. Adjourn

ADDRESSING THE CITY COUNCIL

- Your comments shall be made during times set aside for that purpose.
- Stand or raise a hand to indicate that you wish to speak.
- When recognized, state your name and direct your comments and/or questions to any City official in attendance.
- Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.
- Attendees are permitted to make video and sound recordings of the public meeting. However, video recording devices shall only be permitted in a designated area, and the device shall remain there through the duration of the meeting.
- Any person who violates this section shall be directed by the Mayor to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a "breach of the peace" by disrupting and impeding the orderly conduct of the public meeting of the City Council and

may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.



City Council Study Session

Monday, June 16, 2025 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett at 6:01 pm

2. **Discussion Items**

A. Sign Ordinance Amendment

Mayor Garrett, Councilmembers, Attorney Baker, and CA Greene discussed:

- The current definition of an electric or illuminated sign
- Wording to incorporate current, digital, LED, and future sign technological advances
- The number and size of signs in windows and per business
- The number of signs for Office buildings
- The brightness of the lights above the ambient light at dusk
- How the sign ordinance would be enforced, especially regarding the signs being shut off at the close of business hours, and how to regulate that, since it is not during City Hall business hours
- Businesses are being contacted now to remind them to shut off their Open signs when they close
- Asked CA Greene if we have reached out to businesses about signage
- Addressing TVs used as signs or to promote a business that are seen through the window

B. Temporary Sign Ordinance

Mayor Garrett, Councilmembers, Attorney Baker, and CA Greene discussed:

- How to help businesses during the road construction by temporarily allowing different signage to let customers know that the businesses are open
- Sign styles were discussed, including: Monument, A-Frame, Flutter, and Feather
- Limiting the number of signs that can be put up during construction for each business, office, and/or strip mall
- The amount of time that the signs would be displayed, and how they will be monitored, to make sure they are removed after construction ends
- Colors of the signs
- Safety concerns based on the placement and type of signs
- Moving forward with this and allowing Feather and Flutter signs

C. Charter Amendment Ballot Proposal Language

Attorney Baker recommended that the City consider placing an additional proposal on the November 2025 ballot. This proposal would be to amend the charter to be consistent with the changes in voting laws. The Charter amendment would: 1) modify the commencement date of an elected official's term until after certification of the election results; 2) extend the time for elected officials to take the oath of office to allow for certification of the election results; and 3) delay the organizational meeting of the City Council until after certification of the election results.

D. Precinct Consolidation Ordinance

CA Greene explained that this would save the City money, and it requires an ordinance change. City Clerk Emanuel responded to questions from Mayor Garrett and Councilmembers, sharing statistics that several Lathrup Village voters vote with Absentee Ballots, or in person Early Voting, and how this will save the City money on new election equipment that is required per precinct and on paying for Election Inspectors (workers).

E. FY 25 Budget Amendments

CA Greene explained that these are the amendments based on the previous discussions.

F. Flag Flying Policy

Mayor Garrett, Councilmembers, Attorney Baker, and City Administrator Greene discussed:

- Flag flying policies in different communities
- How to protect the City from lawsuits over flags that are and are not flying at City Hall
- The need for an additional pole, due to the protocol of the type and amount of flags that can be flown on one pole
- Mayor Garrett reached out to 15 Cities that are our size or bigger to find out their flag policies, and also found that only 3 were flying the Pride flag in Ypsilanti, Ferndale, and Pleasant Ridge
- Some have Pride flags on separate poles or displayed on banners at City Halls or down the street near City Halls
- A policy could allow requests to be taken to the Council for approval, and state how many days the flag will fly
- Flags that align with what LV stands for, and how to handle flag requests that could be offensive to residents
- The San Jose, California, and Madison Heights, Michigan, policies were discussed
- City Attorney Baker will reach out to Madison Heights about their flag ordinance

3. Public Comments

Timothy Hillman, spoke on behalf of a group of residents about the City's lack of recognition for Pride Month, and shared that we would hear from several people in person and through letters at the regular meeting, he mentioned Pride flags at the Oakland County Campus in Pontiac, the State Capital in Lansing, and in Madison Heights.

Mayor Garrett expressed that she didn't want anyone to think that we are anti Pride; there just needs to be a different pole to fly other flags than on the pole that the U.S. flag is on, and she will donate funds for another pole to be purchased.

Mayor Pro Tem Kantor stated he was not reluctant to fly a Pride flag; he was reluctant to fly any flag unless there is an ordinance in the City, to be fair to all groups.

Damita Massey, Chase Bank Branch, expressed eagerness to get involved with this Community and welcomes opportunities to become involved.

Annette Washington the Community Manager of Chase Bank, likes to bring people together, and believes that Seniors are national treasures, and she is hosting an event in Detroit at Corktown, on June 17, 2025 to educate the community about scams and financial abuse, stating that there has been \$2.6 million reported, and they would like to host an educational seminar in Lathrup Village.

Lauren Beras spoke in support of Pride Month and Juneteenth Awareness Day flags at City Hall, and offered to raise money for the costs.

Diane Anderson spoke on the Separation of Church and State, the 14th Amendment, and thought another flagpole was a great idea.

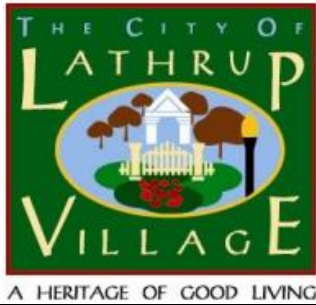
Karen Harris spoke in support of the Pride flag at City Hall.

Chuck Silli on Meadowbrook expressed that he felt like a decision about the flag was already made, and he appreciated Councilmember Mannarino Thompson being willing to go down the slippery slope, and thought he was not getting that from others.

4. Mayor and Council Comments

Mayor Garrett expressed that this was a difficult conversation, and in a way felt as a black woman and what she has had to go through, that she doesn't feel like she has gotten support, and for those to insinuate that she has an issue, she feels like she is being accused.

5. Adjourn 7:31 pm



City Council Regular Meeting

Monday, June 16, 2025 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Pro Tem Kantor at 7:41 pm

A. Oath of Office - Maria Mannarino City Council Appointment

2. **Roll Call**

Present: Kantor, Hammond, Jenings, Mannarino Thompson, Garrett at 8:14 pm

Also Present: City Administrator Greene, Attorney Baker, City Clerk Emanuel

Absent: NA

3. **Pledge of Allegiance**

4. **Approval of Agenda**

Moved by Councilmember Hammond, seconded by Councilmember Mannarino Thompson, to amend the agenda, adding item 8J to include a resolution for a temporary sign ordinance.

Yes: Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

5. **Presentations**

A. Proclamation - Juneteenth 2025

B. Proclamation - Pride Month 2025

C. Proclamation - Lathrup Village Tree Committee & Volunteer Appreciation

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

Tim Hillman, San Quentin, spoke in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

Cheryl Tipton, Community Field Representative for Representative Congresswoman Rashida Tlaib, invited everyone to attend a Town Hall on Wednesday, June 18, 2025, at 6:00 pm, and encouraged people to call in.

Karen Harris, Cambridge Blvd., appreciated hearing the 3 Proclamations, and spoke in support of a Juneteenth and Pride flag outside of City Hall, and expressed support for the PILOT program and the development at the School building.

Don Eichsteadt spoke against the PILOT program being utilized for the School building development project while raising residents' taxes, and thinks that if the project is viable, it doesn't need a subsidy, and if it is not viable, it should be canceled.

Lauren Beras, expressed appreciation for all groups who helped with the tree planting and Rep. Rashida Tlaib's involvement, and spoke in support of flying both the Juneteenth and Pride flags at City Hall, spoke against negative behavior and comments directed against City Council instead of offering solutions, and also spoke in support for the PILOT agreement and that it is not subject to public vote, and the decision is made by elected officials that were chosen by the public to lead.

Samantha Davis, Calif Dr NE, spoke on behalf of her and her wife Gabrielle, in support of the Juneteenth Awareness Day and Pride Proclamations and flying the Juneteenth and Pride flags outside of City Hall, and commenting on racism and exclusion in the City's past ordinances.

Brian Sherman, San Quentin Drive, spoke in support of the City of Lathrup Village, showing that all are welcome in LV and flying the Pride flag outside of City Hall.

Andrea Brouhard, Wiltshire, spoke against the PILOT ordinance while raising residents' taxes, and wants the public to have a say and have the PILOT ordinance put on the ballot for a vote by residents.

Carol Greene, Lathrup Blvd., expressed concerns regarding the lower limit of income to qualify for the affordable housing at the School building project as well as the data used to calculate the upper and lower incomes, and that she has concerns and questions regarding the proposed PILOT ordinance, commenting that with PA 33 and Headlee on the ballot that will raise resident's taxes, and asking questions including how much the developer would pay in taxes with traditional financing?

Diane Anderson spoke in support of the Juneteenth Awareness Day and Pride Proclamations and noted support for them in the U.S. Constitution.

Councilmember Jason Hammond read letters in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall, that were submitted by email from:

Sandra Johnson, Dane Johnson, Christina Schindler, Nancy Perchard, Cora Morgan, and a letter in support of the City recognizing Pride month from Christopher Pomeroy.

Mayor Garrett read a letter in support of the City recognizing Pride month from Mary Beth Jones.

Mayor Garrett read letters that were submitted by email to be read at the meeting by:

Andrea Brouchard, asking Mayor Garrett, “Why has there not been a Town Hall specifically for the Surnow project like you promised” at the January Council meeting, and requested that Mayor Garrett personally put the PILOT Ordinance change on the ballot.

Mayor Garrett responded that there was a Town Hall, a business Town Hall, and CA Greene said there will be a PILOT Town Hall, with an outside party that will be brought in, who was recommended by the Michigan Economic Development Corporation, and when it is finalized, it will be advertised. Mayor Garrett expressed that she cannot guarantee that the Surnow Company will be here, but she will ask them to be here, and the PILOT ordinance is an ordinance, not for Surnow per se, and is not approving anything for Surnow; it still would have to come before the Council.

Mayor Garrett expressed that the way the Council is set up, she has no more authority than the other Council members, and all Council members would have to put it on the ballot.

Andrea Brouchard asked if Mayor Garrett could initiate it.

Matthew Lindhardt opposes the PILOT agreement for the Surnow Company and wants it on the ballot, sharing that residents shouldn’t have to pay more while well-funded private developers pay less.

Sandy Berris, in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

Councilmember Hammond read a resident's letters (unknown residents) in support of the City of Lathrup Village, flying the Pride flag outside of City Hall.

Councilmember Mannarino Thompson read a letter from Karen Thompson, in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

Councilmember Hammond read letters from:

Kelly Swagler and Bradley Stern, in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

Mary Lou Resnick, in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

7. **Consent Agenda**

A. Approval of Minutes

i. 5-19-25 - Study Session

ii. 5-19-25 - Regular Meeting

iii. 6-2-25 - Study Session

B. Police Department Monthly Reports

C. Building & Code Enforcement Reports

D. Finance Department Reports

E. Community & Economic Development Report

F. Request to Approve SOCRRA & SOCWA Appointments

Moved by Councilmember Hammond, seconded by Mayor Pro Tem Kantor, to approve the Consent Agenda with modification in pulling the meeting minutes from the May 19, 2025, Regular meeting.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

Moved by Mayor Pro Tem Kantor, seconded by Councilmember Hammond, to approve the Regular City Council May 19, 2025 meeting minutes with stated corrections at the top of paragraph 2, on page 5 of the minutes, by adding the word “to” before 20 mills and 3 mills.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

8. Action Requests - For Consideration / Approval

A. Request to Approve Fiscal Year 2024-2025 Budget Amendments

Moved by Mayor Pro Tem Kantor, seconded by Councilmember Jennings, to approve Fiscal Year 2024-2025 Budget Amendments.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

B. Request to Approve Assessing Services Contract

Moved by Councilmember Hammond, seconded by Councilmember Jennings, to approve the proposed three-year assessing services contract with the City of Southfield for a three-year cost of \$150,000 pending final City Attorney review.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

C. Request to Approve Fire Protection Services Contract Extension

Moved by Councilmember Jennings, seconded by Mayor Pro Tem Kantor, to approve the City of Southfield and the City of Lathrup Village Fire Protection Services contract extension for a one-year cost of \$754,721.90.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

D. Request to Approve Agreement for Police & Fire Dispatch Services

Moved by Councilmember Hammond, seconded by Councilmember Jennings, to approve the City of Southfield and the City of Lathrup Village agreement for Police & Fire Dispatch Services for a first-year cost of \$66,393, and a second-year Southfield option of \$69,713.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

E. First Reading - Ordinance #2025-01 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption from Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, As Amended, MCL 125.1401, ET SEQ.

Moved by Mayor Pro Tem Kantor, seconded by Councilmember Jennings, to approve the first Reading - Ordinance #2025-01 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption from Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, As Amended, MCL 125.1401, ET SEQ, and schedule a second reading for July 21, 2025.

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

F. First Reading - Ordinance #2025-02 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 22. Elections, by Amending Section 22-1. Division of City Into Precincts

Moved by Councilmember Hammond, seconded by Councilmember Jennings, to conditionally approve the first reading of Ordinance #2025-02 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances by amending section 22-1 division of City into Precincts and schedule a second reading during a Special meeting on June 23, 2025 pending formal approval of the Election Commission.

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

G. Request to Approve Resolution #2025-15 - Establishing Charter Amendment Ballot Proposal Language

Moved by Councilmember Jennings, seconded by Councilmember Hammond, to approve Resolution #2025-15 – Establishing Charter Amendment Ballot Proposal Language to be placed on the November 2025 ballot.

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

H. Request to Appoint Planning Commissioner

Mayor Garrett recommended Jo Robinson.

Moved by Councilmember Hammond, seconded by Councilmember Jennings, to appoint Jo Robinson to the Planning Commission for a term expiring August 31, 2026.

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

I. Request to Appoint Election Commissioner

Moved by Councilmember Jennings, seconded by Mayor Pro Tem Kantor, to appoint Maria Mannarino Thompson to the Election Commission.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

J. Request to Approve Resolution #2025-16 – Temporary Sign Ordinance Resolution

Moved by Mayor Pro Tem Kantor, seconded by Councilmember Jennings, to approve Resolution #2025-16 – temporarily suspending section 52.28E of the Lathrup Village Sign Ordinance.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried

9. City Administrator Report None

10. City Attorney Report

Due to Election dates that were on a City Council candidate packet letter not aligning with the current City ordinance, the dates need to be changed: from a term beginning 11-17-2025, to a term beginning 11-10-2025, and from a term ending 11-19-2029 to 11-12-2029 for the two highest vote getters, the third highest vote getters term would begin on 11-10-2025 not 11-17-2025, and conclude on 11-15-2027 not 11-22-2027.

11. Reports of Boards, Commissions, and Committees

- a. Downtown Development Authority - None
- b. Planning Commission – Meeting tomorrow, June 17, 2025, with Zoning amendments for Solar Panels and battery storage, and other items on the agenda
- c. Parks & Recreation – Improvements for Sarrackwood Park were discussed at the last meeting, last Friday there was an end of school bash with a food truck, this Friday June 27th Food Truck from El Flaco Tacos, there will be a Kids Zone at the September 13th Lathrup Village Music Festival, Trivia night Sept 26th, Puzzle competition October 8th, Road Rally Oct 12th
- d. Tree Committee - Meeting tomorrow, June 17, 2025
- e. Finance Review Committee – Updated information on the next set of Town Halls is on the website; the next one is August 12, 2025, at 7:00 pm.
- f. Southfield School Board – Councilmember Jennings attended both graduations

12. **Unfinished / New Business** None

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

Tim Hillman, San Quentin Dr., supports Precinct consolidation, and wonders how it might impact our Precinct Delegates and expressed that Kim Hodge is a good Precinct Delegate, expressed that he was moved by the amount of support for advocating for Pride month in Lathrup Village, and read a letter from Antonio Alarcon, in support of the City of Lathrup Village, both recognizing Pride month and flying the Pride flag outside of City Hall.

Will Fobbs, Lathrup Blvd., acknowledged having been sick and now doing better, and that he formally resigned last week from the Planning Commission, and wanted to say publicly that taking responsibility for the Community is important, and he is thankful for his years on the Planning Commission and expressed excitement for the candidates.

Don Eichsteadt expressed that the proposal for the School building is ugly and the exterior does not harmonize with the current building, offered suggestions for the development plan, and asked how we keep it from being low-income.

Lauren Beras said she likes the look of the School building plan.

Carole Greene, Lathrup Blvd., commented that as the Surnow Company School building development plan continued, residents felt the need to know more, and residents held a Town Hall, and at a January City Council meeting residents were told by Mayor Garrett, that the City would hold a Town Hall, and asked for a well-publicized and long overdue Town Hall to be held before taking a vote on the PILOT ordinance.

Diane Anderson, expressed her thoughts that Southfield Road businesses have been trashed with low quality business, and things that would draw upper middle class are missing, commented that we need low income housing but this is not the neighborhood to do that, and there are several apartments in the suburbs, and there is no evidence that there is a need for this and mentioned the rates that Surnow wants to charge and the rates in other areas, and the City should have held a Town Hall meeting with notices sent out by mail not just the internet.

Samantha Davis, Californina Dr, asked where the place for low-income housing is, and shared her thoughts that instead of the words "City Attorney," the Attorney's name should be on the placard in front of his chair.

14. **Mayor and Council Comments**

Mayor Garrett's comments

- Response to Diane, commented that she owns rental properties and has looked at the rates, and said the average amount for rent in this area for a two-bedroom, 1 and a half bath unit, is between \$1534-1780.

- Shared that her first week as Mayor, on that Thursday her house was spray painted, and that never happened until she was Mayor and that same year her house was egged, and she wondered what would make someone feel so comfortable to come to her home and desecrate her home, she believes it comes to one thing, that she is different. Mayor Garrett shared that the reason that she is so passionate about the Pride discussion, is that she would never want that to happen to anyone else, and shared that her Grandparents and Mother are from the South and they told her things about the racism and unfair treatment they endured and she was brought up to respect everybody. Mayor Garrett expressed that she was hurt and felt attacked over how people thought she felt about people, and has loved ones who are concerned for her safety.
- Mayor Garrett read a statement that she prepared: “I am deeply sad and outraged by the recent acts of violence against election officials in Minnesota, including the tragic loss of former speaker Melissa Hortman and the injury of Senator John Hoffman. These horrifying attacks are not only senseless, they are an attack on the values of Democracy, public service, and civil discourse. As your Mayor, I wanted to reaffirm that violence has no place in our political process or our community. Public servants regardless of political affiliations deserve to do their work without fear for their safety or the safety of their loved ones, to my colleagues on the City Council and the citizens of Lathrup Village, let us stand united in condemning political violence in all its forms, let us lead with empathy, listen with intention, and continue to build a community rooted in respect, justice, and peace. My heart is with the victims and their families during this time of unimaginable loss.”

Mayor Pro Tem Kantor’s comments:

- To CA Greene, about reminding Tringali that their trucks need to be on one side of the road
- To CA Greene, the Parks and Recreation committee wants to do some maintenance updates to Sarrackwood Park, and wants to know who they could hand it off to from the City afterwards?
 - CA Greene responded, mentioning meeting with DPS, Paradise, and exploring other options
- Thanked the people who spoke during the meeting.
- Expressed condolences to Don McGhee’s family
- Congratulated the Nature Group on the Garden Tour
- Thanked the Tree Committee and volunteers for planting the 50 trees
- Mentioned sidewalk work in the City
- Thanked Will Fobbs for all he’s done and complimented his work on the Planning Commission
- To Carol Greene, regarding taking the pulse of residents, stating that every week he walks the streets and knocks on doors to get resident input, he attends events, has office hours, and the majority of the people that he has talked to want something done

with the School building and that we can get more than we are getting now with the PILOT ordinance

- That he supports Pride month, he wants to make sure that flying flags are done in a way that is described in a City ordinance

Councilmember Hammond's comments:

- In regards to an influx of population due to the additional residents from the apartments at the School building, he noted that the City had 200 more residents in the past, and believes that the City is more than capable of supporting the infrastructure, Public Safety, and City Services
- Noted Will Fobbs' expertise, skill, professionalism, and experience were a huge benefit, and that he was missed, and he appreciates the work that he did.
- He supports flying a Pride flag in the City, but the City has to go through the right process to do it and the conversation needs to move forward, he wanted to go on record saying Attorney Baker has been in contact with the Attorney for the City of Madison Heights which has an ordinance supporting flying of the Pride flag, so we are going to get more information about that.

Councilmember Jennings's comments:

- Asked if we are going to meet the goal of installing the Hawk signals, and CA Greene responded
- Noted that an oil company is doing work at Goldengate Park
- Supports the Pride flag and is glad the City is trying to do it the right way

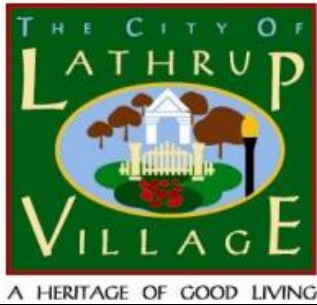
15. **Adjourn**

Moved by Mayor Pro Tem Kantor, seconded by Councilmember Hammond, to adjourn at 9:50 pm.

Yes: Garrett, Mannarino Thompson, Hammond, Jennings, Kantor

No: N/A

Motion Carried



City Council Special Meeting

Monday, June 23, 2025 at 5:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Pro Tem Kantor at 5:38 pm
2. **Roll Call**

Present: Kantor, Jennings, Mannarino Thompson

Absent: Garrett, Hammond

Moved by Councilmember Jennings, seconded by Councilmember Mannarino Thompson, to excuse Mayor Garrett and Councilmember Hammond.

Yes: Kantor, Jennings, Mannarino Thompson

No: N/A

Motion Carried.

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

Moved by Councilmember Jennings, seconded by Mannarino Thompson, to approve the agenda.

Yes: Kantor, Jennings, Mannarino Thompson

No: N/A

Motion Carried

5. **Public Comments for Items on the Agenda**

None

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

- A. Second Reading - Ordinance #2025-02 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 22. Elections, by Amending Section 22-1. Division of City Into Precincts

Moved by Councilmember Jennings, seconded by Councilmember Mannarino Thompson, to adopt Ordinance #2025-02 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 22. Elections, by Amending Section 22-1. Division of City Into Precincts

Yes: Kantor, Jennings, Mannarino Thompson

No: N/A

Motion Carried

7. **Public Comment**

Diane Anderson, commented on a posting by Mayor Garrett on Facebook, wanting to give clarity over comments that she made at the Council meeting last week, and her intention, and giving an explanation including lots of historical information and referencing the 13th Amendment, that was ratified on December 8, 1865, which ended slavery.

Ellen Greenia, Santa Ann, Election Inspector for LV, expressed that she appreciates the communication from City Council, regarding the consolidation of the 2 Precincts into one, and shared her concern about the number of poll books, the line wait for residents, and expressed that she hopes that things go well.

8. **Mayor and Council Comments**

Mayor Pro Tem Kantor, starting at 6:00 pm, there is a Town Hall here to discuss the PILOT program, there was a 1st reading last Monday.

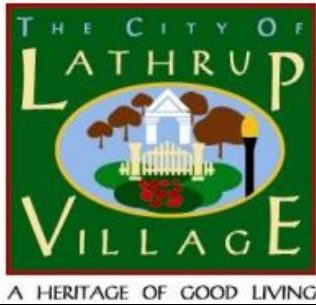
9. **Adjourn**

Moved by Councilmember Jennings, seconded by Mannarino Thompson, to adjourn at 5:48 PM.

Yes: Kantor, Jennings, Mannarino Thompson

No: N/A

Motion Carried



City Council Special Meeting

Monday, June 30, 2025 at 5:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Councilmember Jennings at 5:00 PM
2. **Roll Call**

Present: Jennings, Hammond, Mannarino

Excused: Garrett, Kantor

Moved by Councilmember Hammond, seconded by Councilmember Mannarino, to excuse Mayor Garrett & Mayor Pro-Tem Kantor.

Yes: Jennings, Hammond, Mannarino

No: N/A

Motion Carried

3. **Approval of Agenda**

Moved by Councilmember Hammond, seconded by Councilmember Mannarino, to approve the agenda as presented.

Yes: Jennings, Hammond, Mannarino

No: N/A

Motion Carried

4. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)
N/A

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

- A. Fiscal Year 2024-2025 Budget Amendments

Moved by Councilmember Hammond, seconded by Councilmember Mannarino, to approve the Fiscal Year 2024-2025 Budget Amendments as presented.

Yes: Jennings, Hammond, Mannarino

No: N/A

Motion Carried

6. **Public Comment** (Speakers are limited to 3 minutes)
N/A

7. **Mayor and Council Comments**

Councilmember Mannarino:

- Asked City Administrator Greene if he could clarify information regarding the EV charger funding that will be used at the BP site. CA Greene noted that all the information the City had was provided by SEMCOG, and he will reach out to SEMCOG to clarify if the announced funding would be for additional chargers or offset the cost of the chargers already installed.

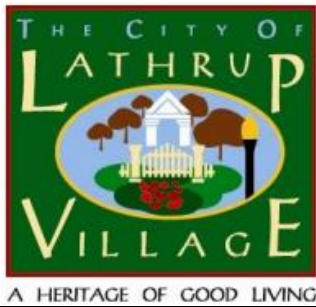
8. **Adjourn**

Moved by Councilmember Hammond, seconded by Mannarino, to adjourn at 5:11 PM.

Yes: Jennings, Hammond, Mannarino

No: N/A

Motion Carried



City Council Study Session

Monday, July 07, 2025 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Pro Tem Kantor at 6:00pm

2. **Discussion Items**

A. Zoning Ordinance - Backyard Hen Limits

Resident Gina Khamo, contacted City Hall about this topic and shared that she wanted to have the ordinance changed from allowing 3 hens to allowing for 6 hens, and that they are Social creatures and beneficial because they are used for their eggs, they eat bugs helping to control unwanted bugs, and their manure is used to fertilize gardens.

Mayor Pro Tem Kantor and Councilmembers along with CA Greene and Attorney Baker discussed:

- Changing the amount of hens by acreage or a defined number
- That MSU has recommended 4-6 chickens
- Asked if there have been any complaints regarding chickens in the City
- That the Chickens are supposed to remain in their coop and not free range
- Possible input from neighbors of homes with Chicken coops, and then compared this to neighbors of homes with barking dogs and/or dogs that have gotten out of their yard
- Ordinances if nearby Cities, and possibly limiting the number of permits per year
- Changing the allowable size of the Coops from 80 sq ft, to accommodate more chickens
- Defining allowable Coop designs
- How many permits we currently have in the City
- Possible involvement and/or responsibilities of the Code Enforcement Officer regarding the increased number of hens
- Topic will be included in a future study session

B. Flag Flying Policy

Mayor Pro Tem Kantor and Councilmembers elaborated on a Flag Flying Policy from their June 16, 2025, Study Session meeting discussing:

- Flag Flying protocol and etiquette, what flags are flown on a pole

- What flags have been flown at the State Capital
- Possibly purchasing another flag pole or two
- Funding for a Flag pole purchase
- Wording from the Madison Heights Flag Flying Ordinance
- If flags are approved, would the City purchase them, or would the person/group making the request have to supply the Flag
- The Approval process, and a possible committee to make the decision, with an appeal process
- Asked Attorney Baker to draft a policy resolution

C. PILOT Ordinance

The second reading is scheduled for the July 21st meeting.

Mayor Pro Tem Kantor pointed out a discrepancy in reference to a subsection on P. 14, and Attorney Baker said he can fix it.

Councilmember Jennings asked if we could implement a FAQ (Frequently Asked Questions) for residents.

Attorney Baker said the ordinance is the template, and almost completely mirrors the state law.

CA Greene said the FAQ can be part of the application process.

DDA Director Colson, commented that the FAQ can be part of the application process and a separate item on the website.

3. **Public Comments** (speakers limited to 3 minutes)

Bob Beras expressed that he believes it will be easy for to raise money for a flagpole from the Community.

Karen Harris expressed that chickens don't go far, and compared it to yards with dogs and cats, and is in support of the increased number of chickens. Ms. Harris also expressed that she was glad that City Council is moving forward with a flag flying ordinance and is ready to see construction at the school site and wants the PILOT to go through.

Keith Dean, Meadowood, explained his concern regarding a neighbor, who put up a fence and shed, and dug up his driveway, and the impact that it has had on his property, and that the work his neighbor did was addressed by both the former and current Code Enforcement Officers, due to issues, and asked the Council for help.

Lauren Beras shared her thoughts that it is: great that we have hens, we can organize a fundraiser for the Flag pole, asked about the Flag Flying Committee, a possible flag for

Women's health month, and that the PILOT ordinance is a great opportunity for Lathrup Village to move forward.

Trevor Baker, San Rosa Blvd., commented on the Hen ordinance and asked about permits, the flag flying policy related to the Madison Heights policy, and where to park while the concrete work is being done.

Timothy Hillman, San Quentin Blvd., commented that he is: glad the Council is moving forward with the Flag flying policy, stating that of the seven cities that he has lived in this is the only one that doesn't fly the Pride or Juneteenth flags. He also mentioned the Pan-African flag for Black History month and a flag recognizing the 19th Amendment.

Diane Anderson, commented against the PILOT ordinance, mentioning eviction without cause, tenant unions, encouraging renting instead of owning, that she believes the City Council has not shown a need for additional housing with all the other housing units available in nearby cities, and asked why the Council is not with Historic Michigan.

Sam Surnow commented on the progress that has been made on the school project working with the Historic District Commission, and the comprehensive site plan and presentation that was made at the Planning Commission meeting. He talked about the PILOT program, being a tool that is the same whether it is used in Birmingham, the West side of the State, or in Lathrup Village, because it is a way to demonstrate to the State that the developer can fund the project.

Jordan from the Surnow Company, expressed that the framing is important regarding the PILOT program, it can be considered a tax reset, reorganize how much money it will be and what other Community Fringe Benefits will be built in. He said it is a financial gain to Lathrup Village, and that he would be happy to do a FAQ for it, and share the 120 slide, presentation that was given at the Planning Commission meeting, so that it can be a link on the website to help answer questions if needed.

4. Mayor and Council Comments

Mayor Pro Tem Kantor:

- to Lauren, Flag Committee would be for approval of flags
- to Trevor permits are required, and CA Greene will answer the parking question
- Asked Attorney Baker, about the PILOT 15-year wording and extensions and changing the wording

Timothy Hillman, mentioned the PILOT wording defines the Maximum, and asked why are we boxing ourselves into 15 years?

Attorney Bakers said it is up to 15 years, and commented that it says "shall", and if Council agrees we can remove the word "shall" and utilize "up to."

Councilmember Mannarino-Thompson commented:

- It says up to 15 years
- We can still negotiate terms, up to 15 years or less when necessary
- Discussed that changing the word “shall” would not prohibit them from doing what they feel is required

Sam Surnow commented that developers can never do that (less than 15 years) from an underwriting standpoint, lenders would never take that risk, and the City of Detroit has PILOT’s that auto renew, because that’s what it takes to fund it, and he is trying to make this work.

Councilmember Jennings asked for some fact finding regarding other communities’ PILOT wording.

Mayor Pro Tem Kantor commented that he thinks no one will agree to a smaller PILOT, and that it will probably be 15 years, but changing the wording allows flexibility.

Sam Surnow commented that every project has different specifics.

5. **Adjourn** 7:00pm

Permits Issued: June 2025

Building

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|--|------------------------|------------------|-------------|--------------|
| PB250043 | 06/20/2025 | LATHRUP VILLAGE PLAZA LL 27330 SOUTHFIELD RD | | 40-24-13-353-001 | \$453.00 | \$10,000 |
| Work Description: SMOKE SHOP BUILD OUT - MILLWORK | | | | | | |
| PB250054 | 06/11/2025 | MOUHAJER DEVELOPEMENT | 28309 SOUTHFIELD RD | 40-24-14-277-031 | \$289.00 | \$5,000 |
| Work Description: PURE HEALTH MASSAGE MOVING INTO THIS UNIT FROM OTHER UNIT IN CITY - INTERIOR PARTITION WALLS, 2 X 4 STUD WALLS, 1/2" DRYWALL, 4 PREHUNG INTERIOR DOORS, DRYWALL WILL BE FINISHED AND PAINTED AND TRIM WORK WILL BE INSTALLED AND PAINTED | | | | | | |
| PB250055 | 06/16/2025 | FELTON, NOEL | 26031 LATHRUP BLVD | 40-24-24-154-033 | \$130.00 | \$2,198 |
| Work Description: Install (1) vinyl replacement windows. Same for same | | | | | | |
| PB250056 | 06/13/2025 | WALSH, COLIN | 19050 WILTSHIRE BLVD | 40-24-14-179-006 | \$200.00 | \$14,866 |
| Work Description: REMOVE EXISTING SHINGLES, INSTALL NEW ROOF | | | | | | |
| PB250057 | 06/18/2025 | TAYLOR, KURT | 18449 SAN JOSE BLVD | 40-24-14-403-009 | \$283.80 | \$4,675 |
| Work Description: EXTERIOR WATERPROOFING APPROX 16' X 6' DEEP. BLOCK BASEMENT WALLS OF FRONT PORCH | | | | | | |
| PB250059 | 06/20/2025 | GRIMES, STEPHANIE J | 27598 RAINBOW CIR | 40-24-14-353-018 | \$200.00 | \$19,802 |
| Work Description: TEAR OFF AND RE-SHINGLE ROOF ON EXISTING RESIDENTIAL HOME | | | | | | |
| PB250060 | 06/25/2025 | LINDSAY, CHARLES E | 27683 RAINBOW CIR | 40-24-14-328-006 | \$130.00 | \$2,471 |
| Work Description: Install (3) vinyl replacement windows | | | | | | |
| PB250061 | 06/24/2025 | HILLS, LENELL D | 18180 CORAL GABLES AVE | 40-24-23-227-024 | \$200.00 | \$18,866 |
| Work Description: Tear off and reshingle house. | | | | | | |
| PB250062 | 06/25/2025 | PARKS, JONATHAN | 19135 SARATOGA BLVD | 40-24-14-331-001 | \$130.00 | \$20,904 |
| Work Description: Replace (3) windows and (3) door walls. | | | | | | |
| PB250063 | 06/27/2025 | ABRAHAM, SHARRON | 26336 LATHRUP BLVD | 40-24-24-155-006 | \$130.00 | \$4,606 |
| Work Description: Install (4) vinyl replacement windows | | | | | | |
| PB250064 | 06/27/2025 | SELLNAU, MARGAUX | 17570 ROSELAND BLVD | 40-24-13-101-018 | \$170.00 | \$13,500 |
| Work Description: Roof replacement. Tear off and re-roof house and garage | | | | | | |
| PB250065 | 06/27/2025 | FRANCIS R PLUMMER TR OF T | 18741 SAN JOSE BLVD | 40-24-14-402-008 | \$130.00 | \$16,844 |
| Work Description: Replacing 5 windows in a residential home | | | | | | |

Total Permits For Type: 12

Total Fees For Type: \$2,445.80

Total Const. Value For Type: \$133,731

Electrical

Item 7B.

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|-------------------------|---------------------|------------------|-------------|--------------|
| PE250056 | 06/16/2025 | GEORGETTES TAILOR SHOPP | 27330 SOUTHFIELD RD | 40-24-13-353-001 | \$115.00 | \$0 |
| Work Description: connection only for the vapor shope sign | | | | | | |
| PE250057 | 06/16/2025 | LIU, BINGYI | 18175 AVILLA BLVD | 40-24-14-232-002 | \$230.00 | \$0 |
| Work Description: .upgrade service 200 amp and 2 circuits A/C and air handler | | | | | | |
| PE250059 | 06/24/2025 | MILLER, THOMAS J | 27345 SUNSET E BLVD | 40-24-13-354-001 | \$115.00 | \$0 |
| Work Description: AC | | | | | | |

Total Permits For Type: 3
Total Fees For Type: \$460.00
Total Const. Value For Type: \$0

Electrical Reconnect

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|---|------------|----------------------|----------------------|------------------|-------------|--------------|
| PE250060 | 06/24/2025 | WILLCOCKS, STEPHEN G | 19228 BUNGALOW DR | 40-24-14-330-009 | \$65.00 | \$0 |
| Work Description: REPLACE AND RECONNECT AC | | | | | | |
| PE250061 | 06/24/2025 | PLOTKOWSKI, ERIC | 18899 SAN QUENTIN DR | 40-24-14-404-001 | \$95.00 | \$0 |
| Work Description: electrical reconnect for furnace and ac replacment | | | | | | |
| PE250062 | 06/26/2025 | DAVIS, PATRICIA | 18668 BUNGALOW DR | 40-24-14-476-013 | \$70.00 | \$0 |
| Work Description: REPLACE FURNACE | | | | | | |

Total Permits For Type: 3
Total Fees For Type: \$230.00
Total Const. Value For Type: \$0

EXTRA CEMENT PERMIT

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|----------------|-------------------|------------------|-------------|--------------|
| PEXC-25-009 | 06/25/2025 | HANNUM, JACK D | 19085 DOLORES AVE | 40-24-14-181-002 | \$80.00 | \$0 |
| Work Description: shed 10x16 with rat walls | | | | | | |

Total Permits For Type: 1
Total Fees For Type: \$80.00
Total Const. Value For Type: \$0

Fence

Item 7B.

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|-----------------------|-----------------------|------------------|-------------|--------------|
| PF-25-011 | 06/12/2025 | 17550 ELEVEN MILE LLC | 17550 W 11 MILE RD | 40-24-13-359-063 | \$120.00 | \$0 |
| Work Description: Install 32' of 4'H vinyl privacy fence. Install 6'H wood gates (replacement) to enclose dumpster. | | | | | | |
| PF-25-012 | 06/20/2025 | IRVIN, ROBERT | 27215 GOLDENGATE W DR | 40-24-14-456-022 | \$150.00 | \$0 |
| Work Description: 6' WOOD FENCE, 170 LINEAR FEET ON CORNER LOT | | | | | | |
| PF-25-013 | 06/12/2025 | STEPHENS, GLENFORD | 18775 LACROSSE AVE | 40-24-14-205-003 | \$120.00 | \$0 |
| Work Description: Install 16' of 4'H black aluminum fence with (3) 5'w gates. | | | | | | |
| PF-25-015 | 06/20/2025 | JOHNSON, KEVIN LYLE | 28041 SUNSET W BLVD | 40-24-14-256-020 | \$120.00 | \$0 |
| Work Description: WOOD FENCE, 6' HIGH, 80 LINEAR FEET | | | | | | |

Total Permits For Type: 4
Total Fees For Type: \$510.00
Total Const. Value For Type: \$0

Mechanical

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|----------------------|----------------------|------------------|-------------|--------------|
| PM250038 | 06/02/2025 | NEWMAN, LONNA | 18654 RAINBOW DR | 40-24-23-207-003 | \$140.00 | \$0 |
| Work Description: REPLACE HWT | | | | | | |
| PM250039 | 06/03/2025 | BELLEZA, AILEEN | 27320 EVERGREEN RD | 40-24-14-306-053 | \$155.00 | \$0 |
| Work Description: replace hot water heater | | | | | | |
| PM250040 | 06/10/2025 | MACDONALD, MICHAEL C | 18890 SAN QUENTIN DR | 40-24-14-402-011 | \$130.00 | \$0 |
| Work Description: Installing ductless mini split heat pump for addition | | | | | | |
| PM250041 | 06/11/2025 | LIU, BINGYI | 18175 AVILLA BLVD | 40-24-14-232-002 | \$195.00 | \$0 |
| Work Description: Install new air handler split unit condenser Install duct work | | | | | | |
| PM250043 | 06/24/2025 | MILLER, THOMAS J | 27345 SUNSET E BLVD | 40-24-13-354-001 | \$115.00 | \$0 |
| Work Description: AC 3 TON LEFT SIDE REPLACEMENT | | | | | | |
| PM250044 | 06/24/2025 | WILLCOCKS, STEPHEN G | 19228 BUNGALOW DR | 40-24-14-330-009 | \$115.00 | \$0 |
| Work Description: REPLACE AND RECONNECT AC | | | | | | |
| PM250045 | 06/24/2025 | PLOTKOWSKI, ERIC | 18899 SAN QUENTIN DR | 40-24-14-404-001 | \$150.00 | \$0 |
| Work Description: replace existing furnace and ac | | | | | | |

Total Permits For Type: 7

Total Fees For Type: \$1,000.00
Total Const. Value For Type: \$0

Item 7B.

Outside Refuse Container

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|---------------------------|---------------------|------------------|-------------|--------------|
| PORC-25008 | 06/20/2025 | GREWER, ROYCE PENNY | 28765 SUNSET W BLVD | 40-24-14-203-007 | \$25.00 | \$0 |
| Work Description: ROLL-OFF DUMPSTER | | | | | | |
| PORC-25009 | 06/20/2025 | SNBA INVSTMNT GRP LLC A M | 28720 ELDORADO PL | 40-24-14-228-003 | \$25.00 | \$0 |
| Work Description: DUMPSTER | | | | | | |

Total Permits For Type: 2
Total Fees For Type: \$50.00
Total Const. Value For Type: \$0

Plumbing

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|-----------------------|-----------------------|------------------|-------------|--------------|
| PP250030 | 06/12/2025 | ALAN M CAMIENER TRUST | 18564 DOLORES AVE | 40-24-14-254-005 | \$175.00 | \$0 |
| Work Description: Replace portion of cast iron stack | | | | | | |
| PP250031 | 06/19/2025 | BROWN, ANTONIO | 26861 BLOOMFIELD S DR | 40-24-23-204-011 | \$195.00 | \$0 |
| Work Description: Interior floor break to install a 28' CIPP sewer liner. | | | | | | |

Total Permits For Type: 2
Total Fees For Type: \$370.00
Total Const. Value For Type: \$0

Shed

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|---|------------|----------------|-------------------|------------------|-------------|--------------|
| PSHED-25-001 | 06/24/2025 | HANNUM, JACK D | 19085 DOLORES AVE | 40-24-14-181-002 | \$120.00 | \$0 |
| Work Description: 10 X 16' SHED, 10' HIGH - SEPERATE CONTRACTOR TO BE HIRED FOR SLAB | | | | | | |

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

| Permit # | Issue Date | Property Owner | Job Address | Parcel # | Permit Fees | Const. Value |
|--|------------|--------------------------|---------------------|------------------|-------------|--------------|
| PS25005 | 06/16/2025 | OAKLAND DEVELOPMENT C | 27601 SOUTHFIELD RD | 40-24-14-432-010 | \$215.00 | \$6,000 |
| Work Description: New monument sign on existing footing. | | | | | | |
| PS25006 | 06/13/2025 | LATHRUP VILLAGE PLAZA LL | 27330 SOUTHFIELD RD | 40-24-13-353-001 | \$255.00 | \$2,400 |
| Work Description: install wall sign for the vaporshoppe | | | | | | |

Total Permits For Type: 2

Total Fees For Type: \$470.00

Total Const. Value For Type: \$8,400

Report Summary

Grand Total Permit Fees: \$5,735.80

Grand Total Permits: 37

Grand Total Const. Value: \$142,131

Permit.Status = ISSUED AND
Permit.DateIssued in <Previous month>
[06/01/25 - 06/30/25]

DDA Code Enforcement Report June 2025

| Address | Property Owner | Violation | Category | Status |
|---------------------|----------------|----------------------------------|-------------------|----------|
| 28250 SOUTHFIELD RD | KUHEL, REVA | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |

302.4 Weeds
Premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

INSPECTOR COMMENTS: GRASS NOT TO EXCEED 7" IN HEIGHT

| | | | | |
|--------------------|------------------------|---|-------------------------------|-----------------|
| 19360 W 11 MILE RD | LAWSON PROPERTIES, LLC | TAGGED DOOR - RESIDENT HAD RING CAMERA YET DID NOT OFFER CHANCE TO DISCUSS REQUIREMENTS | Unregistered Rental Violation | No Cause for Ac |
|--------------------|------------------------|---|-------------------------------|-----------------|

18-184. Rental Licenses
(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

| | | | | |
|--------------------|---------------------------|--|------------------------------------|----------|
| 18951 W 12 MILE RD | 18915-18951 W 12 MILE LLC | OPERATING WITHOUT CURRENT BUSINESS LICENSE | Operating Without Business License | Complied |
|--------------------|---------------------------|--|------------------------------------|----------|

18-29 Unlicensed Businesses
No person required to obtain and maintain a license under section 18-30 shall conduct business in this city unless the person is licensed, and no natural person or individual shall, by actions taken within this city, aid or abet another in the conduct of such unlicensed business.

INSPECTOR COMMENTS: OPERATING WITHOUT CURRENT BUSINESS LICENSE - BUSINESS LICENSE REQUIRED

| | | | | |
|---------------------|------------------|----------------------------------|-------------------|-------------|
| 26021 SOUTHFIELD RD | KATTOUAH, ANDROS | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Letter Sent |
|---------------------|------------------|----------------------------------|-------------------|-------------|

DDA Code Enforcement Report June 2025

| Address | Property Owner | Violation | Category | Status |
|--|----------------|---|----------|--------|
| 302.4 Weeds | | Premises and exterior property shall be maintained free from weeds or plant growth in excess of 7". Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens. | | |
| Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property. | | | | |
| INSPECTOR COMMENTS: GRASS NOT TO EXCEED 7" IN HEIGHT | | | | |

Records: 4

Residential Enforcement Report June 2025

| Address | Property Owner | Violation | Violation Type | Status/Action |
|-----------------------|---------------------------|--|--|--------------------------|
| 19111 SARATOGA BLVD | RAUDSZUS, NORALIE | GRASS/WEEDS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |
| 18830 SARATOGA BLVD | TAYLOR, TIMOTHY M | 1. CAMPER TRAILER PARKED IN GRASS 2. CAMPER NOT TO BE STORED ON PROPERTY FOR MORE THAN 48 HOURS | Trailer Storage Violation | Complied |
| 18400 MIDDLESEX AVE | NAHMOUD, ITZICK | ALL GRASS TO REMAIN UNDER 7" IN HEIGHT - DITCHES EXCEED 7" | Tall Grass/ Weeds | Door Tagged, Letter Sent |
| 18941 RAINBOW CT | ROSEN, MICHAEL D | INOPERABLE/UNLICENSED VEHICLE STORED AT PROPERTY - REMOVE | Inoperable Vehicle | Complied |
| 28720 ELDORADO PL | SNBA INVSTMNT GRP LLC A M | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |
| 28720 ELDORADO PL | SNBA INVSTMNT GRP LLC A M | PERMIT FOR DUMPSTER REQUIRED | Dumpster/PODS on Property Without Permit | Door Tagged, Letter Sent |
| 27630 MORNINGSIDE PLZ | LEE, JACKIE C | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |
| 27215 GOLDENGATE W DR | IRVIN, ROBERT | TREE LIMBS IN RIGHT OF WAY & SIDEWALK - REMOVE IMMEDIATELY | Yard Waste Violation | Complied |

Residential Enforcement Report June 2025

| Address | Property Owner | Violation | Violation Type | Status/Action |
|----------------------|------------------------|---|--|---------------------------------|
| 26470 MEADOWOOD S CT | NOVAD MANAGEMENT CONSU | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Nuisance Cut By City Contractor |
| 18130 KILBIRNIE AVE | FORES, GREGORY S | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |
| 18457 SARATOGA BLVD | JANUARY, SOPHIE | VEHICLES NOT TO BE PARKED ON GRASS | Parking on Grass | Complied |
| 18457 SARATOGA BLVD | JANUARY, SOPHIE | REPAIR/REPLACE BROKEN WINDOWS TO BASEMENT | Property Maintenance Violation | Letter Sent |
| 28765 SUNSET W BLVD | GREWER, ROYCE PENNY | DUMPSTER AT PROPERTY - PERMIT REQUIRED | Dumpster/PODS on Property Without Permit | Complied |
| 18450 LINCOLN DR | HARRIS, TIARA M | PERMIT REQUIRED FOR DUMPSTER | Dumpster/PODS on Property Without Permit | |
| 18130 KILBIRNIE AVE | FORES, GREGORY S | PERMIT REQUIRED FOR DUMPSTER | Dumpster/PODS on Property Without Permit | Door Tagged, Letter Sent |

Residential Enforcement Report June 2025

| Address | Property Owner | Violation | Violation Type | Status/Action |
|-----------------------|----------------------|--|----------------------|--------------------------|
| 27330 RED RIVER DR | 3 DICE LLC | GRASS/WEEDS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Complied |
| 27330 RED RIVER DR | 3 DICE LLC | UNLICENSED/INOPERABLE VEHICLES NOT PERMITTED TO BE STORED AT PROPERTY | Inoperable Vehicle | Letter Sent |
| 19011 ALHAMBRA CT | PATNUGOT, KRISTOPHER | DRAIN DISCHARGING INTO YARD/NEIGHBORING PROPERTY - DISCONTINUE AND AVERT DRAINAGE IN APPROVED MANNER | Grading and Drainage | Door Tagged, Letter Sent |
| 26431 MEADOWOOD S CT | FINKELMAN, JACOB | GRASS NOT TO EXCEED 7" IN HEIGHT | Tall Grass/ Weeds | Door Tagged, Letter Sent |
| 18441 W GLENWOOD BLVD | MARSH, LORRAINE | ELIMINATE STAGNANT WATER POOLED AT REAR | Sanitation Violation | Door Tagged, Letter Sent |

Records: 20

MEMORANDUM

To: LVDDA Board of Directors

From: Austin Colson, CED/DDA Director

Date: July 18, 2025

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 report is submitted for your review.

Upcoming DDA Events

- Southfield Chamber of Commerce Economic Vitality Breakfast: August 6th, 9am-10:30am (Location: Plum Hollow Country Club)
- Networking luncheon and public art exploration: August 12th, 10:30am-1pm (Location: Meet at the "SFLD" letters in front of Southfield City Hall)
- Developing a Business Plan: August 19th, 10am-12pm (Location: Community Room)
- Lathrup Village Third Annual Music Festival: September 13th, 1pm-9pm (Municipal Park)
- Resources to Boost Holiday Sales Seminar: September 17th, 8:30am-10:30am (Oak Park)

Past DDA Events

- End of School Summer Bash: June 13th, 4:30pm-7:30pm (Location: Municipal Park)
- MSOC Main Event: June 12th (Location: The Roxy – Rochester)
- Business Resources Training: May 28th (Location: Oak Park)
- Tree Committee - Arbor Day Planting: April 26th, 11am-1pm (Location: Municipal Park)
- Succession Planning Training: April 30th, 10am-12pm (Location: Community Room)

Business/Property Updates

- 26600 Southfield Road (Holbrook Auto Parts) – Exterior remodeling has been completed. Requesting variance regarding size of signage.
- 27310 Southfield Road (Lush Nails) – Wall sign installed.
- 27320 Southfield Road (Modern Suits & Clothing) – Wall sign installed.

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

- 27330 Southfield Road (Vapor Shoppe) – Retail buildout has begun.
- 28309 Southfield Road (Mara Greens) – Installation of golf simulator equipment has been completed. Preparing to open soon.

Infrastructure

- Concrete work completed surrounding the two High-Intensity Activated Crosswalk (HAWK) signals that have been activated
- Multiyear alleyway repaving project for FY25 & FY26 is complete.
- The resurfacing of Southfield Road overpass at 11 Mile Road has been completed.

Miscellaneous

- Please plan to attend the August 19th meeting to elect our Vice-Chairperson, Secretary, and Treasurer. In advance, kindly consider your nominations for each position.
- We are currently in the process of revising the City's parking requirements in the commercial districts and are actively seeking input from business and property owners. Your feedback will help guide updates that better reflect current needs and support future growth. If you're interested in participating or sharing your thoughts, please reach out to the DDA office.

June 2025
WARNING VIOLATIONS

| ROW | CITATION | CITATION DATE | OFF_CITY_NM | ST | VIOLATION_ON | VIOLATION_NEAR | VIOLS_DESC | OFFICER |
|-----|-----------|------------------|-----------------|----|--------------|----------------|--|---------|
| 1 | 25LV00566 | 6/1/2025 | SOUTHFIELD | MI | SOUTHFIELD | 12 MILE RD | OPERATING VEHICLE | GJ |
| 3 | 25LV00569 | 6/3/2025 | UNK | | 18200 | KILBIRNE | NO PARKING 3-6 AM | HUT |
| 4 | 25LV00574 | 6/6/2025 | LATHRUP VILLAGE | MI | GOLDENGATE | MEADOWBROOK WA | DISOBEY STOP SIGN | BUT |
| 5 | 25LV00577 | 6/7/2025 | TROY | MI | SOUTHFIELD | 11 MILE | IMPROPER LANE USAGE | BUT |
| 6 | 25LV00591 | 6/11/2025 | LANSING | MI | SOUTHFIELD | 11 MILE | IMPROPER LANE USAGE | STA |
| 7 | 25LV00594 | 6/12/2025 | ROYAL OAK | MI | LINCOLN | LATHRUP | IMPROPER TURN | STA |
| 8 | 25LV00595 | 6/12/2025 | WARREN | MI | LINCOLN | LATHRUP | IMPROPER TURN | STA |
| 9 | 25LV00596 | 6/12/2025 | LINCOLN PARK | MI | LINCOLN | LATHRUP | IMPROPER TURN | STA |
| 10 | 25LV00597 | 6/12/2025 | SOUTHFIELD | MI | LINCOLN | LATHRUP | IMPROPER TURN | STA |
| 11 | 25LV00598 | 6/12/2025 | BERKLEY | MI | LINCOLN | LATHRUP | IMPROPER TURN | STA |
| 12 | 25LV00601 | 6/13/2025 | WEST BLOOMFIELD | MI | 12 MILE | SOUTHFIELD | OPERATING WHILE READING TYPING OR TEXTING 1ST OFFENSE | STA |
| 13 | 25LV00606 | 6/17/2025 | SOUTHFIELD | MI | RAINBOW | LATHRUP | DISOBEY STOP SIGN | STA |
| 14 | 25LV00608 | 6/18/2025 | WESTLAND | MI | RAINBOW | LATHRUP | DISOBEY STOP SIGN | STA |
| 15 | 25LV00609 | 6/19/2025 | TROY | MI | RAINBOW | LATHRUP | DISOBEY STOP SIGN | STA |
| 16 | 25LV00611 | 6/20/2025 | LATHRUP VILLAGE | MI | LATHRUP BLVD | RAMSGATE | 6-10 MPH OVER LIMIT SPEED: 33/25 | ALE |
| 17 | 25LV00612 | 6/20/2025 | SOUTHFIELD | MI | SOUTHFIELD | MARGATE | IMPROPER LANE USAGE | STA |
| 18 | 25LV00613 | 6/20/2025 | REDFORD | MI | LATHRUP | MEADOWOOD | 11-15 MPH OVER LIMIT SPEED: 40/25 | STA |
| 19 | 25LV00614 | 6/20/2025 | LATHRUP VILLAGE | MI | LATHRUP | MEADOWOOD | EXP PLATES | STA |
| 20 | 25LV00615 | 6/21/2025 | DETROIT | MI | 12 MILE | SOUTHFIELD | DISOBEY TRAFFIC CONTROL DEVICE | HUT |
| 21 | 25LV00626 | 6/24/2025 | SOUTHFIELD | MI | 12 MILE | SOUTHFIELD | IMPROPER TURN | ROB |
| 22 | 25LV00632 | 6/26/2025 | SOUTHFIELD | MI | SOUTHFIELD | KILBIRNE | VIOLATION OF BASIC SPEED LAW | STA |
| 23 | 25LV00634 | 6/27/2025 | NOVI | MI | 12 MILE | SOUTHFIELD | USE OF HAND HELD CELLULAR PHONE | ROB |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |



**Citations - Officer Violations & Citations Summary For Lathrup
Village PD - Officer Ticket Type Summary
For 06/01/2025 - 08/01/2025**



Primary Officer Selected: All Values Selected

Secondary Officer Selected: All Values Selected

Primary Officer Shift Selected: All Values Selected

Local Use Selected: All Values Selected

Type Selected: All Values Selected

Status Selected: All Values Selected

| Officer Name | Type | Prim Viol Count | Sec Viol Count |
|-----------------|------------------|-----------------|----------------|
| ALEXANDER, RYAN | CIVIL INFRACTION | 13 | |
| | WARNING | 1 | |
| | | 14 | 14 |

| Officer Name | Type | Prim Viol Count | Sec Viol Count |
|--------------|------------------|-----------------|----------------|
| BUTTON, ERIC | CIVIL INFRACTION | 5 | |
| | WARNING | 2 | |
| | | 7 | 7 |

| Officer Name | Type | Prim Viol Count | Sec Viol Count |
|----------------|------------------|-----------------|----------------|
| GIJSBERS, REMY | CIVIL INFRACTION | 7 | |
| | MISDEMEANOR | 2 | |
| | WAIVE | 1 | |
| | WARNING | 3 | |
| | | 13 | 13 |

| Officer Name | Type | Prim Viol Count | Sec Viol Count |
|-----------------|------------------|-----------------|----------------|
| HUTSON, NKRUMAH | CIVIL INFRACTION | 1 | |
| | WAIVE | 2 | |
| | WARNING | 3 | |
| | | 6 | 6 |



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

For 06/01/2025 - 08/01/2025



| Officer Name | Type | Prim Viol Count | Sec Viol Count |
|-------------------|------------------|-----------------|----------------|
| LAWRENCE, TERANCE | CIVIL INFRACTION | 5 | |
| | | 5 | 5 |
| Officer Name | Type | Prim Viol Count | Sec Viol Count |
| ROBERTS, KEITH | CIVIL INFRACTION | 5 | |
| | WARNING | 2 | |
| | | 7 | 7 |
| Officer Name | Type | Prim Viol Count | Sec Viol Count |
| STAJICH, MICHAEL | CIVIL INFRACTION | 9 | |
| | MISDEMEANOR | 1 | |
| | WARNING | 19 | |
| | | 29 | 29 |
| Officer Name | Type | Prim Viol Count | Sec Viol Count |
| ZANG, MICHAEL | CIVIL INFRACTION | 3 | |
| | WARNING | 1 | |
| | | 4 | 4 |
| Totals: | | 85 | |

| 2025 Ticket Totals | Jan | Feb | March | April | May | June | July | August | Sept | Oct | Nov | Dec | Total |
|-----------------------------|-----|-----|-------|-----------|-----------|-----------|------|--------|------|-----|-----|-----|-------|
| Alexander | 31 | 21 | 31 | 35 | 16 | 13 | | | | | | | 147 |
| Alexander warning | 0 | 0 | 0 | 1 | 0 | 1 | | | | | | | 2 |
| Button | 1 | 1 | 2 | 4 | 6 | 5 | | | | | | | 19 |
| Button warning | 2 | 0 | 0 | 1 | 1 | 2 | | | | | | | 6 |
| Gijsbers | 23 | 4 | 23 | 21 | 25 | 10 | | | | | | | 106 |
| Gijsbers warning | 5 | 2 | 8 | 6 | 5 | 3 | | | | | | | 29 |
| Huston | 7 | 3 | 1 | 0/Injured | 0/Injured | 0/Injured | | | | | | | 11 |
| Huston warning | 2 | 2 | 0 | 0/Injured | 0/Injured | 0/Injured | | | | | | | 4 |
| Huston | 7 | 5 | 7 | 5 | 17 | 3 | | | | | | | 44 |
| Huston warning | 4 | 1 | 2 | 1 | 4 | 3 | | | | | | | 15 |
| Lawrence | 5 | 1 | 5 | 9 | 3 | 5 | | | | | | | 28 |
| Lawrence warning | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Roberts | 13 | 11 | 16 | 41 | 28 | 5 | | | | | | | 114 |
| Roberts warning | 5 | 4 | 13 | 25 | 5 | 2 | | | | | | | 54 |
| Stajich | 17 | 6 | 4 | 14 | 21 | 10 | | | | | | | 72 |
| Stajich warning | 0 | 0 | 0 | 1 | 2 | 19 | | | | | | | 22 |
| Tackett | 4 | 3 | 7 | 2 | 2/Injured | 0/Injured | | | | | | | 18 |
| Tackett warning | 2 | 1 | 0 | 0 | 0/Injured | 0/Injured | | | | | | | 3 |
| Chickensky/Fisher Citations | 22 | 3 | 2 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 27 |
| Chickensky/Fisher Warnings | 2 | 2 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 4 |

| 2025 Run Totals | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total |
|--------------------|-------------------|---------------------|-------|--------------------|--------------------|--------------------|------|-----|------|-----|-----|-----|-------|
| Alexander | 230 | 238 | 247 | 155 | 206 | 146 | | | | | | | 1222 |
| Button | 33 | 9 | 31 | 48 | 109 | 64 | | | | | | | 294 |
| Gijsbers | 97 | 88 | 127 | 140 | 127 | 121 | | | | | | | 700 |
| Huston | 68 | 38 | 5 | Injured | 8/Injured | 5/Injured | | | | | | | 124 |
| Hutson | 297 | 265 | 196 | 161 | 288 | 181 | | | | | | | 1388 |
| Lawrence | 28 | 55 | 112 | 89 | 74 | 116 | | | | | | | 474 |
| Roberts | 149 | 143 | 136 | 199 | 150 | 93 | | | | | | | 870 |
| Stajich | 160 | 121 | 151 | 175 | 159 | 156 | | | | | | | 922 |
| Tackett | 86 | 69 | 88 | 76 | 28/Injured | 0/Injured | | | | | | | 347 |
| Chickensky/Fisher | 95 | 42 | 0 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 137 |
| Reserve Hodges | 1/24/25 25-871 | 2/28/25 25-2139 | 0 | 0 | 5/23/25 25-5033 | 6/13/25 25-5707 | | | | | | | 4 |
| Reserve Lietzke | 0 | 0 | 0 | 4/29/25 25-4183 | 0 | | | | | | | | 1 |
| Reserve Sovinsky | 1/26/25 25-956 | 02/09/25 25-1428 | 0 | 4/20/25 25-3900 | 0 | 6/16/25 25-5769 | | | | | | | 4 |

ALARM SUMMARY FOR JUNE 2025

JUNE 1 – 30 2025: 4 B&E Alarms (C3902)
JUNE 1 – 30 2025: 5 False Alarms (L5060)

All alarms were considered false or operator error.

Total unregistered alarms for the month:

Commercial: 0
Residential: 1

Citations issues for excessive alarms:

Commercial: 2
Residential: 0

Letters will be mailed in July to the business that has an unregistered alarm. Citations will be sent via certified mail.



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

For 6/1/2025 12:00:00 AM - 8/1/2025 12:00:00 AM



Primary Officer Selected: All Values Selected

Secondary Officer Selected: All Values Selected

Primary Officer Shift Selected: All Values Selected

Local Use Selected: All Values Selected

Type Selected: All Values Selected

Status Selected: All Values Selected

| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|-----------------|-----------------------------|-----------------|----------------|
| ALEXANDER, RYAN | 1-5 MPH OVER LIMIT | 2 | |
| | 6-10 MPH OVER LIMIT | 2 | |
| | DISOBEY STOP SIGN | 2 | |
| | ILLEGAL U-TURN | 1 | |
| | IMPEDING/BLOCKADING TRAFFIC | 5 | |
| | IMPROPER TURN | 1 | |
| | NO PROOF OF INSURANCE | 1 | |
| | | 14 | 14 |

| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|--------------|---|-----------------|----------------|
| BUTTON, ERIC | 1-5 MPH OVER LIMIT | 2 | |
| | DISOBEY STOP SIGN | 2 | |
| | FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD | 1 | |
| | IMPROPER LANE USAGE | 1 | |
| | IMPROPER LANE USAGE - SPECIAL ZONE | 1 | |
| | | 7 | 7 |



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

For 6/1/2025 12:00:00 AM - 8/1/2025 12:00:00 AM



| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|----------------|--|-----------------|----------------|
| GIJSBERS, REMY | DISOBEY TRAFFIC CONTROL DEVICE | 1 | |
| | DISOBEY TRAFFIC SIGNAL/FLASHERS | 1 | |
| | DROVE WHILE LICENSE SUS/REV/DENIED | 2 | |
| | HOLDING/USING MOBILE DEVICE WHILE OPERATING VEHICLE (\$215), | 2 | |
| | IMPEDING/BLOCKADING TRAFFIC | 1 | |
| | IMPROPER LANE USAGE | 1 | |
| | LITTERING | 1 | |
| | NO INSURANCE | 3 | |
| | NO PROOF OF REGISTRATION | 1 | |
| | | 13 | 13 |

| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|-----------------|--------------------------------|-----------------|----------------|
| HUTSON, NKRUMAH | DISOBEY STOP SIGN | 1 | |
| | DISOBEY TRAFFIC CONTROL DEVICE | 2 | |
| | NO PARKING 3-6 AM | 1 | |
| | NO PROOF OF REGISTRATION | 2 | |
| | | 6 | 6 |

| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|-------------------|---|-----------------|----------------|
| LAWRENCE, TERANCE | DISOBEY STOP SIGN | 3 | |
| | DISOBEY TRAFFIC CONTROL DEVICE | 1 | |
| | FAIL TO YIELD RIGHT OF WAY AT STOP SIGN | 1 | |
| | | 5 | 5 |



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

For 6/1/2025 12:00:00 AM - 8/1/2025 12:00:00 AM



| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|----------------|---|-----------------|----------------|
| ROBERTS, KEITH | FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD | 2 | |
| | IMPROPER LANE USAGE | 1 | |
| | IMPROPER PASSING | 1 | |
| | IMPROPER TURN | 1 | |
| | UNSAFE START AND/OR IMPROPER BACKING | 1 | |
| | USE OF HAND HELD CELLULAR PHONE | 1 | |
| | | 7 | 7 |

| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|------------------|---|-----------------|----------------|
| STAJICH, MICHAEL | 11-15 MPH OVER LIMIT | 2 | |
| | DISOBEY STOP SIGN | 5 | |
| | DROVE WHILE LICENSE SUS/REV/DENIED | 1 | |
| | EXPIRED PLATES | 3 | |
| | FAIL TO STOP ASSURED CLEAR DISTANCE AHEAD | 1 | |
| | FAIL TO YIELD RIGHT OF WAY | 2 | |
| | HOLDING/USING MOBILE DEVICE WHILE OPER VEH-2ND/SUBS (\$365) | 1 | |
| | IMPEDING/BLOCKADING TRAFFIC | 2 | |
| | IMPROPER LANE USAGE | 2 | |
| | IMPROPER TURN | 5 | |
| | NO INSURANCE | 1 | |
| | OPERATING WHILE READING TYPING OR TEXTING 1ST OFFENSE | 1 | |
| | USE PRIVATE PROPERTY TO AVOID TRF.CONT.DEV | 1 | |
| | VIOLATION OF BASIC SPEED LAW | 1 | |
| | VIOLATION OF SAFETY BELT LAW | 1 | |
| | | 29 | 29 |



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

For 6/1/2025 12:00:00 AM - 8/1/2025 12:00:00 AM



| Officer Name | Violation Description | Prim Viol Count | Sec Viol Count |
|----------------|---------------------------------|-----------------|----------------|
| ZANG, MICHAEL | 1-5 MPH OVER/LIMITED ACCESS HWY | 1 | |
| | DISOBEY STOP SIGN | 1 | |
| | DISOBEY TRAFFIC SIGNAL/FLASHERS | 1 | |
| | IMPEDING/BLOCKADING TRAFFIC | 1 | |
| | | 4 | 4 |
| Totals: | | 85 | |

City of Lathrup Village Police Department - Monthly Summary

June 2025

6/3/2025 –

- 25-5401 – Malicious Destruction of Property

A citizen came into LVPD to report that someone had slashed their vehicle tires. The resident had a suspicion but no proof of who damaged the tires. The tires were replaced and a receipt for the new tires was added to the report.

At this time, no follow up has been noted.

6/4/2025 –

- 25-5425 – DWLS

An officer made a stop on a vehicle without a license plate. The driver stated they had just picked it up from buying for a family member and was driving it to that family member's house. The officer confirmed with the previous owner that the vehicle had just been sold. The driver was suspended and issued a citation for same.

- 25-5429 – Trespass Warning/Neighbor Trouble

A resident came into LVPD to report that their neighbor had taken some landscaping rocks from the reporting party's property. The resident attempted to get the rocks back from the neighbor but was unsuccessful. They wanted the rocks back and the neighbor trespassed from their private property. The officer got ahold of the neighbor and the neighbor said the rocks were on their property and therefore workers in her yard moved them. The workers would come back the following week to move them back. This neighbor also wanted the original reporting party trespassed. Both individuals were given a trespass warning and told of the consequences if violated.

6/5/2025 –

- 25-5452 – Fraud/Civil

A resident came into report an issue he was having with a woman who was helping him with his late mortgage payments. He had gone to her place of business to request assistance, but it wasn't within the scope of her position at the company. She began helping him on her personal time. He stated to the officer that he eventually thought he was being scammed. After several follow ups with the suspect and victim, it was determined that the issue was a civil matter. The fraud case was closed.

6/6/2025 –

- 25-5484 – Assault

The victim went to the suspects house due to a request for a meeting about life insurance, which the victim sells for his job. The suspect said they weren't interested and shut the door. After the victim returned to their car, the suspect came out with a shotgun and told him to leave. After, follow up from the detective, the victim did not wish to pursue charges.

- 25-5489 – Fraud

The victim had his IP address compromised and was having issues with someone using his personal information to make charges to his various accounts. He was able to reverse most of the charges but needed a police report for the ones he had left.

At this time, no follow up has been noted.

6/7/2025 –

- 25-5520 – DWLS

An officer observed a vehicle make erratic and unsafe maneuvers on the public roadway to gain access to a gas station. The officer observed the vehicle had an expired plate with no insurance. The officer observed the registered owner, who is not currently licensed, get out of the vehicle and walk into the gas station. The owner never returned to the vehicle. The vehicle was impounded at the request of the gas station clerk.

The registered owner came to LVPD to collect her vehicle. The officer spoke with her and she admitted to driving that day and abandoning the vehicle. The officer issued the appropriate citations.

6/8/2025 –

- 25-5558 – MDOP

Officers were called to a report of an MDOP. Officers had been to the home several times for previous mental health calls for the suspect. The suspect was no longer on scene. The suspect had damaged several items in their step sibling's bedroom. The suspect's step father wished to press charges and asked for the report. Upon detective's follow up to the suspect's mother, she was advised the prosecutor needed estimates for the damage before moving forward. At this time, she has not called.

6/9/2025 –

- 25-5586 – MDOP Police Property, Resisting/Obstructing, Trespass, Disturb the Peace

Officers were called to an LV business due do a terminated employee causing a disturbance and refusing to leave. Officers arrived and after speaking with the owner, informed the individual he needed to leave. The individual became belligerent with Officers. He was eventually placed under arrest, at which point he damaged the patrol car he was transported in.

6/12/2025 –

- 25-5651 – DWLS

An officer made a traffic stop and discovered the driver to be suspended. The driver was issued a citation for same.

- 25-5676 – Pass Counterfeit Money

Officers were called to an LVPD business where patrons had paid for services with counterfeit dollars. This was not realized until after the suspects left the scene.

At this time, no follow up is noted.

6/13/2025 –

- 25-5709 – Obstruct

An officer attempted to make a traffic stop when the driver of the vehicle stopped the car and got out and ran on foot. The officer lost visual of the person shortly after. The officer was able to get a detailed description of the driver as he was fleeing the stop.

6/15/2025 –

- 25-5735 – Family Trouble

A couple got into an altercation in the parking lot of a Lathrup Village business. After further interviews, the detective will send it to the prosecutor for domestic charges.

6/16/2025 –

- 25-5767 – Damage to Property

An officer was called to a Lathrup Village business in reference to 2 windows being broken.

At this time, there is no follow up noted.

6/17/2025 –

- 25-5791 – Fraud

An individual came into LVPD to report business checks of his that had been fraudulently cashed at an LV bank. The individual wrote the checks but they had been washed and new information and amounts had been added to the check when cashed. He needed the report to be reimbursed by his bank.

6/18/2025 –

- 25-5833 – Accidental Property Damage

During a rainstorm, an individual got their car stuck in grass on private property. The management company was contacted about the damage.

6/20/2025 –

- 25-5872 – PDA

An officer was called to a vehicle in the roadway. The vehicle was severely damaged and appears to have hit a landscaping rock of the nearby residence. The vehicle was impounded.

- 25-5878 – Larceny

An individual had a package delivered to his business address in Lathrup Village. It was later discovered that there was nothing in the box.

- 25-5880 – Suspicious

It was reported by a city contractor that 5 flower baskets that hang on city lamp/street sign posts had been taken.

- 25-5884 – Possession of Narcotics

While conducting traffic enforcement, an officer located a large number of narcotic pills in a vehicle that he had stopped. The driver was issued a citation and the officer wrote the report to be reviewed by the prosecutor.

6/27/2025 –

- 25-6111 – Domestic

A couple got into an altercation in the Lathrup Village city hall parking lot during a child exchange. One party had left by the time the officer arrived.

Oakland County Prosecutor denied charges on this case.

6/28/2025 –

- 25-6136 – DWLS

An officer made a traffic stop and discovered the driver had a suspended license. The driver was issued a citation for multiple infractions. The vehicle was impounded.

- 25-6139 – Domestic

A couple got into an altercation at their home in Lathrup Village. A report was created to send to the prosecutor for review. CPS was notified as there was a young child in the middle of the altercation.

At this time, no follow up has been noted.

6/29/2025 –

- 25-6155 – Family Trouble

An officer was called to the same location at the domestic from the day previous. The couple were arguing again. This time it was verbal only and they separated for the day.

6/30/2025 –

- 25-6185 – Family Trouble

Officers were called to a dispute between a couple with a child in common. Both reported that the argument was only verbal. They went their separate ways.

June 2025

| DATE | EVENT | WHO PARTICIPATED | ACTIONS |
|-------------------|--|--|---------|
| 6/3/2025 | Staff Meeting | McKee / Zang | |
| 6/4/2025 | Music Festival Meeting | Zang | |
| 6/5/25 - 6/6/25 | Active Assailant Conference | McKee/Zang/Roberts | |
| 6/9/2025 | Police Officer Candidate Interview | Zang / Huston | |
| 6/10/2025 | Radio Oversight Meeting | McKee | |
| 6/11/2025 | May LEIN Warrant Audit Validated | Cory | |
| 6/12/2025 | Mateyak Uniform Fitting | Zang / Huston | |
| 6/14/2025 | Basic Firearm Safety | Gijsbers | |
| 6/14/2025 | Ambush Awareness and Preparation | Gijsbers | |
| 6/16/2025 | Department Range Day | McKee, Zang, Alexander, Button, Huston, Lawrence, Roberts, Stajich, Sovinsky | |
| 6/16/2025 | Suicide&Crisis Lifeline Operational Readiness | Lawrence | |
| 6/17/2025 | Body Armor and the Changing Landscape of Public Safety | Gijsbers | |
| 6/18/2025 | Incinerator Appointment / Property Management | Zang / Huston | |
| 6/18/2025 | Body-Worn Cameras for Law Enforcement | Gijsbers | |
| 6/18/2025 | Distracted Driving for Law Enforcement | Stajich | |
| 6/18/2025 | Active Shooter Preparation & Response for Schools | Stajich | |
| 6/19/2025 | Cehic Fitting | Zang / Huston | |
| 6/21/25 - 6/25/25 | IACP Summer Conference | McKee / Zang | |
| 6/24/2025 | CJIS Security & Privacy: Security Role | Cory | |
| | Adopt a Senior Check-Ins | | |
| | Mrs. Blair | Huston - via phone | |
| | Mrs. Bloom | Huston - via phone | |
| | Mrs. Brady | Huston - via phone | |
| | Mr. Davis | Huston - via phone | |
| | Me Mcray | Huston - via phone | |
| | Mrs. McReynolds | Huston - via phone | |

June 2025

[illegible]

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

CLEAR-1996 Departmental CLEAR & CAD Statistics by Officer CLEAR & CAD Stats

06/01/2025 - 07/01/2025



| Officer Name | Officer Badge | Days Work | Days Sick | Tickets | CFS | CR | Arrests | Charges | Public Relation | Traffic Stops | Building Check | Plaza Check | Sub Check | Comm Policing |
|-------------------|---------------|-----------|-----------|---------|-------|------|---------|---------|-----------------|---------------|----------------|-------------|-----------|---------------|
| LV | | | | | | | | | | 1 | | | | |
| LVALEXANDERR | 46960 | | | 13 | 146 | 4 | 1 | 1 | | 12 | | | | |
| LVBUTTONE | 26288 | | | 7 | 64 | 3 | | | | 3 | | | | |
| LVCORYS | 003 | | | | 7 | 7 | | | | | | | | |
| LVGIJSBERSR | 47833 | | | 9 | 121 | 9 | 2 | 2 | | 7 | | | | |
| LVHUSTONJ | 42410 | | | | 5 | 1 | | | | | | | | |
| LVHUTSONN | 43905 | | | 5 | 181 | 3 | 1 | 1 | | 5 | | | | |
| LVLAWRENCET | 23960 | | | 5 | 116 | 4 | | | | 5 | | | | |
| LVROBERTSK | 00316 | | | 7 | 93 | 4 | | | | 2 | | | | |
| LVSOVINSKYG | 00800 | | | | 1 | | | | | | | | | |
| LVSTAJICHM | 41054 | | | 23 | 156 | 7 | 2 | 2 | | 35 | | | | |
| LVZANGM | 00793 | | | 3 | 31 | 10 | | | | 2 | | | | |
| | Total: | | | Sum: | 921 | 52 | 6 | 6 | | 72 | | | | |
| * Includes Empty | Average: | | | | 76.75 | 2.17 | 0.5 | 0.5 | | 6 | | | | |
| ** Excludes Empty | Average: | | | | 83.73 | 5.2 | 1.5 | 1.5 | | 8 | | | | |

Memorandum

To: Mayor and City Council

From: Mike Greene, City Administrator

Date: July 10, 2025

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of June 2025.

MOTION:

| JUNE DISBURSEMENTS W/ SALARY INCLUDED | | | |
|--|--------------------|-----------|---------------------|
| FUND | | | |
| 101 | GENERAL FUND | \$ | 648,863.53 |
| FUND | | | |
| 202 | MAJOR ROADS | \$ | 66,378.03 |
| FUND | | | |
| 203 | LOCAL ROADS | \$ | 6,224.25 |
| FUND | | | |
| 258 | CAPITAL FUND | \$ | - |
| FUND | | | |
| 397 | ROAD MILLAGE FUND | \$ | - |
| FUND | | | |
| 494 | DOWNTOWN DEV. AUTH | \$ | 341,200.03 |
| FUND | | | |
| 592 | WATER & SEW | \$ | 180,006.25 |
| TOTAL DISBURSEMENTS | | \$ | 1,242,672.09 |

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED JUNE 30, 2025

| | Revenues Through 6/30/2025 | Expenses Through 6/30/2025 | Revenues Over (Under) Expenses |
|---|---|---|---|
| 101-GENERAL FUND | 5,057,704 | 4,793,176 | 264,528 |
| 202-MAJOR STREET FUND | 453,869 | 312,178 | 141,692 |
| 203-LOCAL STREET FUND | 306,458 | 87,494 | 218,965 |
| 258-CAPITAL ACQUISITION FUND | 380 | 17,672 | (17,293) |
| 397-ROADS MILLAGE BOND FUND | 681,561 | 588,500 | 93,061 |
| 494-DOWNTOWN DEVELOPMENT AUTHORITY | 545,559 | 696,107 | (150,549) |
| 592-WATER & SEWER FUND | 2,675,897 | 3,004,209 | (328,311) |
| GRAND TOTAL ALL FUNDS | <u>9,721,429</u> | <u>9,499,336</u> | <u>222,093</u> |

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 06/01/2025-06/15/2025

Gross Payroll:

| Payroll Department | Amount | Personnel |
|--------------------|-------------|--|
| Admin | \$23,277.58 | Greene, Miller, Townsend, Bobcean, Colliau, Emanuel, Singleton |
| DDA | \$4,875.00 | Colson, Kennedy |
| Bldg Mnt | \$0.00 | |
| Police | \$44,840.87 | Alexander, Button, Chickensky, Fisher, Gijsbers, Huston, Hutson, Cory, Lawrence, McKee Roberts, Stajich, Tackett, Zang |
| DPS | \$0.00 | |
| Water | \$0.00 | |
| Recreation | \$0.00 | |

Total Gross \$72,993.45

Deductions \$29,917.35

Net Payroll \$43,076.10

* Fund Totals Include Gross Payroll

| | |
|--------------------------------|--------------------|
| General Fund | \$68,118.05 |
| Major Road Fund | \$0.00 |
| Local Road Fund | \$0.00 |
| Capital Acquisition Fund | \$0.00 |
| Road Bond | \$0.00 |
| Downtown Development Authority | \$4,875.00 |
| Water & Sewer Fund | \$0.00 |
| Total | \$72,993.05 |

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 06/15/2025-06/30/2025

Gross Payroll:

| Payroll Department | Amount | Personnel |
|--------------------|-------------|--|
| Admin | \$23,169.08 | Greene, Miller, Townsend, Bobcean, Colliau, Emanuel, Singleton |
| DDA | \$4,456.25 | Colson, Kennedy |
| Bldg Mnt | \$0.00 | |
| Police | \$57,133.55 | Alexander, Button, Chickensky, Fisher, Gijsbers, Huston, Hutson, Cory, Lawrence, McKee Roberts, Stajich, Tackett, Zang |
| DPS | \$0.00 | |
| Water | \$0.00 | |
| Recreation | \$0.00 | |

Total Gross \$84,758.88

Deductions \$41,682.78

Net Payroll \$43,076.10

* Fund Totals Include Gross Payroll

| | |
|--------------------------------|----------------|
| General Fund | \$580,745.48 |
| Major Road Fund | \$66,378.03 |
| Local Road Fund | \$6,224.25 |
| Capital Acquisition Fund | \$0.00 |
| Road Bond | |
| Downtown Development Authority | \$336,325.03 |
| Water & Sewer Fund | \$180,006.25 |
| Total | \$1,169,679.04 |

| GL Number | GL Desc | Vendor | Invoice Description | Amount | Check # |
|----------------------------------|-------------------------------|--------------------------|---------------------------------------|------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 000.000 | | | | | |
| 101-000.000-040.000 | ACCOUNTS RECEIVABLE-OTHERS | CITY OF SOUTHFIELD | FIRE SERVICE CONTRACT | 179,347.25 | 51133 |
| 101-000.000-232.000 | EMPLOYEE PAYROLL-MEDICAL W/H | AFLAC | AFLAC INSURANCE | 454.34 | 51046 |
| 101-000.000-232.000 | EMPLOYEE PAYROLL-MEDICAL W/H | POLICE & FIREMEN'S INS. | POLICE OFFICERS-GROUP BILLING 2111560 | 56.34 | 51102 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | KEARA TUGWELL | COMMUNITY ROOM DEPOSIT REFUND | 300.00 | |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | BOOKER MCCAIN | COMMUNITY ROOM DEPOSIT REFUND | 237.50 | 51054 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | ISHAMEL SANDERS | COMMUNITY ROOM DEPOSIT REFUND | 300.00 | 51081 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | LORI JENNINGS | COMMUNITY ROOM DEPOSIT REFUND | 175.00 | 51088 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | REGINA SCALES | COMMUNITY ROOM DEPOSIT REFUND | 300.00 | 51104 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | BOOKER OGLETREE | COMMUNITY ROOM DEPOSIT REFUND | 100.00 | 51125 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | KENNETH SWAIN | COMMUNITY ROOM DEPOSIT REFUND | 300.00 | 51143 |
| 101-000.000-245.000 | RENTAL SECURITY DEPOSITS HELD | ROSLYN HARPER | COMMUNITY ROOM DEPOSIT REFUND | 300.00 | 51154 |
| 101-000.000-246.000 | POLICE UNION DUES | COMMAND OFFICERS ASSN. O | DUE TACKETT/ZANG | 135.52 | 51061 |
| 101-000.000-246.000 | POLICE UNION DUES | LATHRUP VILLAGE COMM OFF | COMMAND OFFICERS UNION DUES | 136.16 | 51087 |
| 101-000.000-246.000 | POLICE UNION DUES | MICHIGAN ASSOCIATION OF | JULY 2025 UNION DUES | 474.32 | 51145 |
| 101-000.000-246.000 | POLICE UNION DUES | MICHIGAN ASSOCIATION OF | 3RD QUARTER PORAC (JULY-SEPT) | 144.00 | 51145 |
| 101-000.000-283.000 | PERFORMANCE BONDS | Sadier Abro | BD Bond Refund | 10,000.00 | 51155 |
| 101-000.000-344.000 | DEF COMP PAYABLE ICMA CLEARIN | MISSIONSQUARE - 300179 | ICMA DEF COMP 457 | 2,701.17 | 51091 |
| 101-000.000-344.000 | DEF COMP PAYABLE ICMA CLEARIN | MISSIONSQUARE - 300179 | ICMA DEF COMP 457 | 3,807.57 | 51146 |
| 101-000.000-475.000 | COMM ROOM & BLDG RENT REVENUE | CLIFTON GRANT | COMMUNITY ROOM RENTAL | (75.00) | 51134 |
| Total For Dept 000.000 | | | | 199,194.17 | |
| Dept 100.000 GOVERNMENT SERVICES | | | | | |
| 101-100.000-712.000 | WORKER'S COMP INSURANCE | MICHIGAN MUNICIPAL LEAGU | PAYROLL AUDIT | 275.00 | 51089 |
| 101-100.000-712.000 | WORKER'S COMP INSURANCE | MML | POLICY PREMIUM | 4,882.00 | 51095 |
| 101-100.000-726.000 | OFFICE SUPPLIES | AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 38.48 | 51047 |
| 101-100.000-726.000 | OFFICE SUPPLIES | FNBO | CC EXPENSE- MICHAEL GREENE | 88.00 | 51075 |
| 101-100.000-804.000 | BUILDING TRADE INSPECTION | GIFFELS-WEBSTER ENG INC | 2021-2023 GATE VALVE REFURBISHMENT/RE | 86.00 | 51139 |
| 101-100.000-804.000 | BUILDING TRADE INSPECTION | GIFFELS-WEBSTER ENG INC | LATHRUP VILAGE DDA-PLANNING SERVICES | 7,053.25 | 51139 |
| 101-100.000-804.000 | BUILDING TRADE INSPECTION | MCKENNA & ASSOC. | PROFESSIONAL SERVICES FROM MAY 1, 202 | 2,773.60 | 51144 |
| 101-100.000-804.000 | BUILDING TRADE INSPECTION | MCKENNA & ASSOC. | PROFESSIONAL SERVICES FROM MAY 1, 202 | 1,956.50 | 51144 |
| 101-100.000-805.000 | CABLE TELEVISION | COMCAST | UTILITIES ACCT 28700 | 541.99 | 51059 |
| 101-100.000-805.000 | CABLE TELEVISION | C V STUDIOS | LVTV SERVICES | 5,401.00 | 51127 |
| 101-100.000-808.000 | COMMUNITY CENTER EXPENDITURE | CLIFTON GRANT | COMMUNITY ROOM AND ADDITIONAL WORK | 1,355.00 | 51056 |
| 101-100.000-808.000 | COMMUNITY CENTER EXPENDITURE | CLS CONTINENTAL LINEN SE | LINEN | 58.98 | 51057 |
| 101-100.000-808.000 | COMMUNITY CENTER EXPENDITURE | CLIFTON GRANT | COMMUNITY ROOM AND ADDITIONAL WORK | 1,005.00 | 51134 |
| 101-100.000-822.000 | TRAINING | FNBO | CC EXPENSE- MICHAEL GREENE | 610.50 | 51075 |
| 101-100.000-822.000 | TRAINING | STEVEN COILLIAU | EMPLOYEE REIMBURSEMENT/MAHO TRAINING | 118.71 | 51110 |
| 101-100.000-832.000 | CITIZEN COMMUNICATION/PR | FNBO | CC EXPENSE- MICHAEL GREENE | 136.49 | 51075 |
| 101-100.000-840.000 | LIBRARY PAYMENT | SOUTHFIELD PUBLIC LIBRAR | LIBRARY SERVICES PROVIDE BY THE SOUTH | 59,969.00 | 51108 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | ADP, INC | WORKFORCE NOW ESSENTIAL TIME AND ATTE | 111.30 | 51045 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | AMERICAN DATA SECURITY I | 27400 SOUTHFIELD RD | 205.00 | 51048 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | AMERICAN DATA SECURITY I | 27400 SOUTHFIELD RD 2 BIN (64 GALLON) | 160.00 | 51048 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | RICOH | PRINTER | 128.87 | 51105 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | RICOH | PRINTER 06/26/25 - 07/25/25 | 146.50 | 51153 |
| 101-100.000-848.001 | TECHNOLOGY | VC3 INC | EXCHANGE ONLINE (PLAN1) - NCE ANNUAL | 298.50 | 51115 |
| 101-100.000-848.001 | TECHNOLOGY | VC3 INC | CLOUD DATA RECOVERY - MONTHLY BILLING | 282.22 | 51115 |
| 101-100.000-848.001 | TECHNOLOGY | POINT & PAY | MONTHLY FEE MAY | 50.00 | 51152 |
| 101-100.000-848.001 | TECHNOLOGY | VC3 INC | CLOUD DATA RECOVERY | 289.43 | 51160 |
| 101-100.000-850.000 | TELEPHONE EXPENDITURES | INTERMEDIA.NET INC | TECHNOLOGY MONTHLY CHARGES 05/02/25-0 | 650.09 | 51080 |
| 101-100.000-850.000 | TELEPHONE EXPENDITURES | VERIZON WIRELESS | CELLULAR SERVICES | 283.99 | 51161 |
| 101-100.000-860.000 | VEHICLE EXPENSE | TRACY SINGLETON | MILEAGE REIMBURSEMENT FOR BS&A TAX TR | 23.18 | 51112 |
| 101-100.000-882.000 | PLANNING/CONSULTING FEES | GIFFELS-WEBSTER ENG INC | CMS ROW PERMIT REVIEWS FOR VARIOUS AD | 344.00 | 51139 |

| GL Number | GL Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|--------------------------|---------------------------------------|-----------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 100.000 GOVERNMENT SERVICES | | | | | |
| 101-100.000-882.000 | PLANNING/CONSULTING FEES | GIFFELS-WEBSTER ENG INC | LATHRUP VILLAGE GENERAL PLAN REVIEW | 172.00 | 51139 |
| 101-100.000-900.000 | PRINTING/PUBLICATION COSTS | 21ST CENTURY MEDIA- MICH | NEWSPAPER AD | 167.76 | 51044 |
| 101-100.000-901.000 | POSTAGE FEES | PITNEY BOWES GLOBAL FINA | TAPE STRIPS | 132.78 | 51101 |
| 101-100.000-901.000 | POSTAGE FEES | PITNEY BOWES GLOBAL FINA | POSTAGE | 400.51 | 51101 |
| 101-100.000-901.000 | POSTAGE FEES | PITNEY BOWES GLOBAL FINA | POSTAGE | 456.67 | 51151 |
| Total For Dept 100.000 GOVERNMENT SERVICES | | | | 90,652.30 | |
| Dept 101.000 ADMINISTRATION | | | | | |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 332.79 | 51092 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 5,545.28 | 51119 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 1,017.95 | 51121 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CROSS BLUE SHIELD | RETIREE HEALTH CARE 07/01/25-07/31/25 | 448.65 | 51122 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 332.79 | 51147 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | STANDARD INSURANCE COMPA | HEALTH CARE | 211.88 | 51157 |
| 101-101.000-717.000 | CODE ENFORCEMENT LEGAL | BAKER LEGAL | LEGAL DEPARTMENT BILLING FOR MAY 1 TH | 1,950.00 | 51050 |
| 101-101.000-717.000 | CODE ENFORCEMENT LEGAL | BAKER LEGAL | LEGAL DEPARTMENT BILLING FOR APRI. 1 | 1,040.00 | 51050 |
| 101-101.000-718.000 | ELECTIONS | HART INTERCIVIC | ELECTION MACHINE LICENSE AND SUPPORT | 3,348.00 | 51141 |
| 101-101.000-721.000 | DATA PROCESING & ASSESSING SVCS | OAKLAND COUNTY TREASURER | 2024-2025 ASSESSING CONTRACT | 37,533.59 | 51163 |
| 101-101.000-722.000 | LEGAL SERVICES | BAKER LEGAL | LEGAL DEPARTMENT BILLING FOR MAY 1 TH | 6,140.00 | 51050 |
| 101-101.000-722.000 | LEGAL SERVICES | BAKER LEGAL | LEGAL DEPARTMENT BILLING FOR APRI. 1 | 5,035.00 | 51050 |
| 101-101.000-722.000 | LEGAL SERVICES | STEVEN H. SCHWARTZ & ASS | LEGAL SERVICES MAY AND JUNE | 3,250.00 | 51159 |
| 101-101.000-723.000 | BOARD OF REVIEW | REGINA JONES | COMPENSATION FOR SERVICE ON THE BOARD | 200.00 | 51103 |
| 101-101.000-723.000 | BOARD OF REVIEW | YOLANDA ARNOLD | COMPENSATION FOR SERVICE ON THE BOAR | 100.00 | 51117 |
| 101-101.000-955.000 | MISCELLANEOUS EXPENDITURES | FNBO | CC EXPENSE- MICHAEL GREENE | 45.49 | 51075 |
| Total For Dept 101.000 ADMINISTRATION | | | | 66,531.42 | |
| Dept 201.000 BUILDING & GROUNDS | | | | | |
| 101-201.000-702.000 | SALARIES PART-TIME | AFLAC | AFLAC INSURANCE | 238.44 | 51046 |
| 101-201.000-702.000 | SALARIES PART-TIME | CLIFTON GRANT | SPOUSAL SUPPORT | 601.75 | 51056 |
| 101-201.000-702.000 | SALARIES PART-TIME | CLIFTON GRANT | GENERAL MAINTENANCE | 467.02 | 51056 |
| 101-201.000-702.000 | SALARIES PART-TIME | CLIFTON GRANT | SPOUSAL SUPPORT | 601.75 | 51134 |
| 101-201.000-702.000 | SALARIES PART-TIME | CLIFTON GRANT | GENERAL MAINTENANCE | 467.02 | 51134 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 04/02/25-05/02/25 SOUT07400 | 13.80 | 51042 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 04/02/25-05/02/25 SUNN-0196 | 87.26 | 51042 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 04/02/25-05/02/25 TWEL-0191 | 85.01 | 51042 |
| 101-201.000-920.000 | UTILITIES | CONSUMERS ENERGY | UTILITIES 05/09/25-06/06/25 ACCT 0920 | 278.71 | 51063 |
| 101-201.000-920.000 | UTILITIES | CONSUMERS ENERGY | UTILITIES 05/09/25-06/06/25 ACCT 2370 | 18.00 | 51065 |
| 101-201.000-920.000 | UTILITIES | DTE ENERGY | UTILITIES APR 30, 2025-MAY 29, 2025 A | 71.33 | 51067 |
| 101-201.000-920.000 | UTILITIES | DTE ENERGY | UTILITIES APR 30, 202- MAY 29, 2025 | 190.41 | 51068 |
| 101-201.000-920.000 | UTILITIES | DTE ENERGY | UTILITIES APR 30, 2025-MAY 29, 2025 A | 33.20 | 51069 |
| 101-201.000-920.000 | UTILITIES | DTE ENERGY | UTILITIES APR 30, 2025-MAY 29, 2025 A | 1,386.27 | 51070 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 05/03/25-06/03/25 SOUT-0274 | 253.05 | 51129 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 05/03/25-06/03/25 SOUT-0274 | 418.62 | 51130 |
| 101-201.000-920.000 | UTILITIES | CITY OF LATHRUP VILLAGE, | UTILITIES 05/03/25-06/03/25 TWEL-0191 | 85.01 | 51132 |
| 101-201.000-920.000 | UTILITIES | ERC-LED | UTILITIES | 451.81 | 51137 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | HOME DEPOT CREDIT SERVIC | BUILDING SUPPLIES | 47.95 | 51077 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | J.C. EHRLICH | BIRD CONTROL ABAITING AND PEST CONTRO | 131.63 | 51082 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | KONE INC. | MAINTENANCE | 272.00 | 51085 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | MISTER MAT RENTAL SERVIC | MAT RENTAL | 196.40 | 51094 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | MISTER MAT RENTAL SERVIC | MAT RENTAL | 196.40 | 51149 |
| Total For Dept 201.000 BUILDING & GROUNDS | | | | 6,592.84 | |
| Dept 301.000 PUBLIC SAFETY | | | | | |

| 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 | MISSIONSQUARE - 803061 | HEALTH SAVINGS (RHS) PLAN | 842.71 | 51093 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | ASCENSION MICHIGAN EMPLO | PHYSICAL EXAM ELLIOT MATEYAK | 202.00 | 51118 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 6,627.37 | 51119 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CROSS BLUE SHIELD | RETIREE HEALTH CARE 07/01/25-07/31/25 | 2,691.90 | 51122 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CROSS-BLUE SHIELD | HEALTH CARE GROUP 7006048 DIVISION 00 | 8,703.75 | 51123 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CROSS-BLUE SHIELD | HEALTH CARE GROUP 7006048 DIVISION 00 | 172.11 | 51124 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BRIAN AVEDISIAN | SOCIAL SECURTIY RETIREE OBLIGATION | 555.00 | 51126 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | BRIAN AVEDISIAN | SOCIAL SECURITY RETIREE OBLIGATION (P | 669.66 | 51126 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803061 | HEALTH SAVINGS (RHS) PLAN | 859.61 | 51148 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | STANDARD INSURANCE COMPA | HEALTH CARE | 391.33 | 51157 |
| 101-301.000-712.000 | WORKER'S COMP INSURANCE | MICHIGAN MUNICIPAL LEAGU | PAYROLL AUDIT | 550.00 | 51089 |
| 101-301.000-712.000 | WORKER'S COMP INSURANCE | MML | POLICY PREMIUM | 9,764.00 | 51095 |
| 101-301.000-726.000 | OFFICE SUPPLIES | CITY OF LATHRUP VILLAGE | LVPD PETTY CASH BALANACE | 14.33 | 51128 |
| 101-301.000-728.000 | EVIDENCE SUPPLIES | KENT COUNTY DEPARTMENT | PROPERTY ROOM AUDIT/INCINERATED | 90.00 | 51084 |
| 101-301.000-729.000 | OFFICE MACHINE MAINTENANCE | XEROX CORPORATION | OFFICE SUPPLY | 98.99 | 51116 |
| 101-301.000-803.000 | MEMBERSHIPS & MEETINGS | CITY OF LATHRUP VILLAGE | LVPD PETTY CASH BALANACE | 14.40 | 51128 |
| 101-301.000-822.000 | TRAINING | FNBO | CC EXPENSE - SCOTT MCKEE | 250.00 | |
| 101-301.000-822.000 | TRAINING | CITY OF LATHRUP VILLAGE | LVPD PETTY CASH BALANACE | 36.43 | 51128 |
| 101-301.000-823.000 | FIREARMS TRAINING | VANCE LAW ENFORCEMENT | POLICE AMMO | 22.50 | 51114 |
| 101-301.000-823.000 | FIREARMS TRAINING | FNBO | CC EXPENSE - SCOTT MCKEE | 94.56 | |
| 101-301.000-823.000 | FIREARMS TRAINING | CITY OF LATHRUP VILLAGE | LVPD PETTY CASH BALANACE | 4.45 | 51128 |
| 101-301.000-823.000 | FIREARMS TRAINING | FEDEX | FEDEX EXPRESS SERVICE TRACKING NUMBER | 66.58 | 51138 |
| 101-301.000-829.000 | POLICE UNIFORMS & CLEANING | BERESFORD CO. | CLOUD ID SUBSCRIPTION (ANNUAL) | 60.00 | 51051 |
| 101-301.000-829.000 | POLICE UNIFORMS & CLEANING | NYE UNIFORM | POLICE UNIFORMS-STAJICH | 93.21 | 51097 |
| 101-301.000-839.000 | CPE - CONTINUED PROFESSIONAL ED | WOLFHOUND COP TRAINING | TRAINING SUBJECT CONTROL & USE OF FOR | 400.00 | 51162 |
| 101-301.000-850.000 | TELEPHONE EXPENDITURES | AT & T | TELEPHONE MAY 2 - JUN 1, 2025 ACCT 31 | 154.89 | 51049 |
| 101-301.000-850.000 | TELEPHONE EXPENDITURES | COMCAST | UTILITIES JUN 05, 2025-JUL 04, 2025 A | 25.94 | 51058 |
| 101-301.000-850.000 | TELEPHONE EXPENDITURES | VERIZON WIRELESS | CELLULAR SERVICES | 283.99 | 51161 |
| 101-301.000-860.000 | VEHICLE EXPENSE | O'REILLY | POLICE CAR PARTS | 12.99 | 51098 |
| 101-301.000-860.000 | VEHICLE EXPENSE | US BANK VOYAGER FLEET SY | GAS EXPENSE AS OF 05/24/2025 | 4,432.93 | 51113 |
| 101-301.000-860.000 | VEHICLE EXPENSE | FNBO | CC EXPENSE - SCOTT MCKEE | 233.91 | |
| 101-301.000-970.000 | CAPITAL EXPENDITURE | BERGER | 2025 CHEVROLET TAHOE/TITLE FEE | 53,275.00 | 51052 |
| Total For Dept 301.000 PUBLIC SAFETY | | | | 91,694.54 | |
| Dept 401.000 | | | | | |
| 101-401.000-920.000 | UTILITIES | COMCAST | UTILITIES ACCT 27124 | 133.80 | 51060 |
| 101-401.000-920.000 | UTILITIES | CONSUMERS ENERGY | UTILITIES 05/09/25-06/06/25 ACCT 5921 | 187.70 | 51064 |
| 101-401.000-920.000 | UTILITIES | DTE ENERGY | UTILITIES MAY 1, 2025-MAY 30, 2025 AC | 80.20 | 51072 |
| 101-401.000-920.000 | UTILITIES | COMCAST | UTILITES ACCT 35838 | 266.59 | 51135 |
| 101-401.000-921.000 | CONTRACTUAL SERVICES | LATHRUP SERVICES, LLC | PUBLIC SERVICES FOR (MAY/2025) | 10,750.73 | 51086 |
| Total For Dept 401.000 | | | | 11,419.02 | |
| Dept 502.000 | | | | | |
| 101-502.000-801.001 | SOCRRA | SOCRRA | LV 5.25 MONTH END | 17,421.00 | 51106 |
| 101-502.000-801.001 | SOCRRA | SOCRRA | MAY 2025 SPECIAL CHARGES | 272.99 | 51156 |
| 101-502.000-801.001 | SOCRRA | SOCRRA | JUNE 2025 MID-MONTH | 15,773.00 | 51156 |
| Total For Dept 502.000 | | | | 33,466.99 | |
| Dept 601.000 RECREATION | | | | | |
| 101-601.000-812.000 | COMMUNITY EVENTS | CLIFTON GRANT | COMMUNITY ROOM AND ADDITIONAL WORK | 150.00 | 51056 |
| 101-601.000-812.000 | COMMUNITY EVENTS | FNBO | CC EXPENSE- MICHAEL GREENE | 245.57 | 51075 |
| 101-601.000-812.000 | COMMUNITY EVENTS | CLIFTON GRANT | COMMUNITY ROOM AND ADDITIONAL WORK | 50.00 | 51134 |
| 101-601.000-884.000 | CONCERTS IN THE PARK | BMI | ANNUAL FEE | 446.00 | 51052 |

| GL Number | GL Desc | Vendor | Invoice Description | Amount | Check # |
|---|------------------------------|--------------------------|---------------------------------------|------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 601.000 RECREATION | | | | | |
| Total For Dept 601.000 RECREATION | | | | 891.57 | |
| Total For Fund 101 GENERAL FUND | | | | 500,442.85 | |
| Fund 202 MAJOR STREET FUND | | | | | |
| Dept 702.000 | | | | | |
| 202-702.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 21.22 | 51119 |
| 202-702.000-856.000 | ADMINISTRATION & ENGINEERING | GIFFELS-WEBSTER ENG INC | 2023 CITY WIDE PAVING PROGRAM APPOX 3 | 995.00 | 51139 |
| 202-702.000-856.000 | ADMINISTRATION & ENGINEERING | GIFFELS-WEBSTER ENG INC | 2022 CITY WIDE PAVING PROGRAM APPROX | 1,242.50 | 51139 |
| 202-702.000-858.000 | ROAD CONSTRUCTION | GIFFELS-WEBSTER ENG INC | EB ELEVEN MILE RESURFACING (SOUTHFIEL | 14,244.15 | 51139 |
| 202-702.000-858.000 | ROAD CONSTRUCTION | STATE OF MICHIGAN | MDOT CONSTRUCTION CONTRACT | 42,054.92 | 51158 |
| 202-702.000-861.000 | ROAD MAINTENANCE | CADILLAC ASPHALT L.L.C. | COLD PATCH BOND X | 158.72 | 51055 |
| 202-702.000-864.000 | TRAFFIC CONTROLS | DTE ENERGY | TRAFFIC LIGHT | 2,111.09 | 51073 |
| 202-702.000-921.000 | CONTRACTUAL SERVICES | LATHRUP SERVICES, LLC | PUBLIC SERVICES FOR (MAY/2025) | 5,550.43 | 51086 |
| Total For Dept 702.000 | | | | 66,378.03 | |
| Total For Fund 202 MAJOR STREET FUND | | | | 66,378.03 | |
| Fund 203 LOCAL STREET FUND | | | | | |
| Dept 703.000 | | | | | |
| 203-703.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 21.22 | 51119 |
| 203-703.000-861.000 | ROAD MAINTENANCE | CADILLAC ASPHALT L.L.C. | COLD PATCH BOND X | 158.72 | 51055 |
| 203-703.000-861.000 | ROAD MAINTENANCE | FNBO | CC EXPENSE- MICHAEL GREENE | 493.88 | 51075 |
| 203-703.000-921.000 | CONTRACTUAL SERVICES | LATHRUP SERVICES, LLC | PUBLIC SERVICES FOR (MAY/2025) | 5,550.43 | 51086 |
| Total For Dept 703.000 | | | | 6,224.25 | |
| Total For Fund 203 LOCAL STREET FUND | | | | 6,224.25 | |
| Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | |
| Dept 000.000 | | | | | |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 185.29 | 51092 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 1,201.80 | 51119 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 113.11 | 51121 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 185.29 | 51147 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | STANDARD INSURANCE COMPA | HEALTH CARE | 65.45 | 51157 |
| 494-000.000-722.000 | LEGAL SERVICES | BAKER LEGAL | LEGAL DEPARTMENT BILLING FOR APRI. 1 | 65.00 | 51050 |
| 494-000.000-845.000 | STREETSCAPING | AMAZON CAPITAL SERVICES | YELLOW REFLECTIVE HIGH VISIBILITY | 74.64 | 51047 |
| 494-000.000-845.000 | STREETSCAPING | FNBO | CC EXPENSE-AUSTIN COLSON | 1,417.88 | 51075 |
| 494-000.000-845.000 | STREETSCAPING | PAMELA SHERMEYER | REIMBURSEMENT FOR PURCHASE OF FLOWERS | 762.10 | 51099 |
| 494-000.000-845.000 | STREETSCAPING | PARADISE GARDEN LANDSCAP | LANDSCAPE MAINTENANCE CONTRACT/ 11 MI | 6,042.00 | 51100 |
| 494-000.000-846.000 | MUSIC FESTIVAL EXP | STEVE GULIAN | DEPOSIT TO SECURE THE PERFORMER'S DAT | 125.00 | 51109 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | MIERZWA PAVING LLC | 2025 ALLEY RECONSTRUCTION PROJECT # 1 | 171,607.23 | 51043 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | GIFFELS-WEBSTER ENG INC | SOUTHFIELD/MARGATE HAWK SIGNAL DESIGN | 9,085.67 | 51076 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | GIFFELS-WEBSTER ENG INC | 2025 DDA ALLEY APROACHES AND ALLEY RE | 20,196.18 | 51076 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | MIERZWA PAVING LLC | DDA ALLEYWAY PAVING PROJECT | 120,742.14 | 51090 |
| Total For Dept 000.000 | | | | 331,868.78 | |
| Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY | | | | 331,868.78 | |
| Fund 592 WATER & SEWER FUND | | | | | |
| Dept 536.000 WATER DEPARTMENT | | | | | |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 28.11 | 51092 |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 393.43 | 51119 |

| GL Number | GL Desc | Vendor | Invoice Description | Amount | Check # |
|---|-------------------------------|--------------------------|---------------------------------------|------------|---------|
| Fund 592 WATER & SEWER FUND | | | | | |
| Dept 536.000 WATER DEPARTMENT | | | | | |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 3,151.40 | 51120 |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 28.11 | 51147 |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | STANDARD INSURANCE COMPA | HEALTH CARE | 24.11 | 51157 |
| 592-536.000-856.000 | ADMINISTRATION & ENGINEERING | GIFFELS-WEBSTER ENG INC | LEAD AND COPPER MATERIAL DISTRIBUTION | 344.00 | 51139 |
| 592-536.000-856.000 | ADMINISTRATION & ENGINEERING | GIFFELS-WEBSTER ENG INC | 2021-2023 HYDRANT REFURBISHMENT/REPLA | 86.00 | 51139 |
| 592-536.000-902.000 | BILLING SERVICES | UNITED STATES POSTAL SER | JUNE 3 2025 WATER BILLS | 1,029.84 | 3685 |
| 592-536.000-921.000 | CONTRACTUAL SERVICES | HYDROCORP | CROSS CONNECTION | 532.00 | 51079 |
| 592-536.000-921.000 | CONTRACTUAL SERVICES | LATHRUP SERVICES, LLC | PUBLIC SERVICES FOR (MAY/2025) | 6,236.94 | 51086 |
| 592-536.000-921.000 | CONTRACTUAL SERVICES | HYDROCORP | CROOS CONNECTION INSPECTION AND REPOR | 532.00 | 51142 |
| 592-536.000-937.000 | WATER SYSTEM MAINTENANCE | NICO INCORPORATED | PAVEMENT REPAIRS FROM WATERMAIN PROJE | 7,163.00 | 51096 |
| 592-536.000-944.000 | WATER PURCHASES | SOUTHEAST OAKLAND COUNTY | WATER PURCHASE 05/01/25-05/31/25 | 24,084.82 | 51107 |
| 592-536.000-944.000 | WATER PURCHASES | GIFFELS-WEBSTER ENG INC | 2025 WATER MAIN PROGRAM (5 WATER MAIN | 1,032.00 | 51139 |
| 592-536.000-974.000 | WATER MAIN PROJECT | EAGLE LANDSCAPING & SUPP | DEBRIS HAULED OUT DIRT/CLAY | 1,980.00 | 51074 |
| 592-536.000-974.000 | WATER MAIN PROJECT | EAGLE LANDSCAPING & SUPP | TOP SOIL | 145.00 | 51074 |
| 592-536.000-974.000 | WATER MAIN PROJECT | EAGLE LANDSCAPING & SUPP | DEBRIS HAULED OUT/FILL SAND | 7,830.00 | 51074 |
| 592-536.000-974.000 | WATER MAIN PROJECT | GIFFELS-WEBSTER ENG INC | 2027 SOUTHFIELD ROAD WATER MAIN | 8,300.00 | 51139 |
| 592-536.000-974.000 | WATER MAIN PROJECT | GIFFELS-WEBSTER ENG INC | 2026 SOUTHFIELD ROAD WATER MAIN | 3,180.50 | 51139 |
| Total For Dept 536.000 WATER DEPARTMENT | | | | 66,101.26 | |
| Dept 537.000 SEWER DEPARTMENT | | | | | |
| 592-537.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 28.11 | 51092 |
| 592-537.000-703.000 | EMPLOYEE TAXES & BENEFITS | BLUE CARE NETWORK | HEALTH CARE 07/01/25-07/31/25 GROUP 1 | 393.43 | 51119 |
| 592-537.000-703.000 | EMPLOYEE TAXES & BENEFITS | MISSIONSQUARE - 803046 | HEALTH SAVINGS (RHS) PLAN | 28.11 | 51147 |
| 592-537.000-703.000 | EMPLOYEE TAXES & BENEFITS | STANDARD INSURANCE COMPA | HEALTH CARE | 24.11 | 51157 |
| 592-537.000-856.000 | ADMINISTRATION & ENGINEERING | HUBBELL, ROTH & CLARK, I | PROFESSIONAL SERVICES FOR PERIOD ENDI | 1,740.26 | 51078 |
| 592-537.000-856.000 | ADMINISTRATION & ENGINEERING | GIFFELS-WEBSTER ENG INC | 2024 CCTV AND DEAD END MANHOLE LOCATI | 688.00 | 51139 |
| 592-537.000-921.000 | CONTRACTUAL SERVICES | LATHRUP SERVICES, LLC | PUBLIC SERVICES FOR (MAY/2025) | 6,236.94 | 51086 |
| 592-537.000-939.000 | SEWER SYSTEM MAINTENANCE | DTE ENERGY | UTILITIES MAY 3, 2025- JUN 3, 2025 AC | 20.16 | 51066 |
| 592-537.000-939.000 | SEWER SYSTEM MAINTENANCE | SUNDE BUILDING INC. | FOR INSTALLATION AND REPAIRS MADE IN | 13,050.00 | 51111 |
| 592-537.000-939.000 | SEWER SYSTEM MAINTENANCE | CORE&MAIN | WATER DEPT MATERIALS | 962.88 | 51136 |
| 592-537.000-942.000 | SEWAGE DISPOSAL EXPENSE | OAKLAND COUNTY TREASURER | SPECIAL ASSESSMENTS MAY 2025 | 88,138.16 | 51150 |
| 592-537.000-945.000 | RETENTION TANK-UTIL ELEC | DTE ENERGY | UTILITIES APR 30, 2025-MAY 29, 2025 A | 1,018.31 | 51071 |
| 592-537.000-946.000 | RETENTION TANK UTIL-WATER | CITY OF LATHRUP VILLAGE, | UTILITIES 05/03/25-06/03/25 SUNN-0196 | 87.26 | 51131 |
| 592-537.000-947.000 | RETENTION TANK UTIL-GAS | CONSUMERS ENERGY | UTILITIES 05/09/25-06/06/25 ACCT 6517 | 18.00 | 51062 |
| 592-537.000-957.000 | INDUSTRIAL SURCHARGE/NON-RESI | GREAT LAKES WATER AUTHOR | IWC CHARGES MAY 2025 | 1,471.26 | 51140 |
| Total For Dept 537.000 SEWER DEPARTMENT | | | | 113,904.99 | |
| Total For Fund 592 WATER & SEWER FUND | | | | 180,006.25 | |

| GL Number | GL Desc | Vendor | Invoice Description | Amount | Check # |
|------------------------|---------|--------|---------------------|--------------|---------|
| Fund Totals: | | | | | |
| Fund 101 GENERAL FUND | | | | 500,442.85 | |
| Fund 202 MAJOR STREET | | | | 66,378.03 | |
| Fund 203 LOCAL STREET | | | | 6,224.25 | |
| Fund 494 DOWNTOWN DEVE | | | | 331,868.78 | |
| Fund 592 WATER & SEWER | | | | 180,006.25 | |
| Total For All Funds: | | | | 1,084,920.16 | |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|-------------------------|---|----------------|--------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000.000 | | | | | | |
| 101-000.000-401.000 | CITY TAXES | 2,980,000.00 | 2,979,195.47 | 0.00 | 804.53 | 99.97 |
| 101-000.000-402.000 | REFUSE COLLECTION TAXES | 447,000.00 | 446,834.33 | 0.00 | 165.67 | 99.96 |
| 101-000.000-409.000 | DELQ PERSONAL PROPERTY REVENU | 2,300.00 | 2,289.11 | 0.00 | 10.89 | 99.53 |
| 101-000.000-415.000 | MISCELLANEOUS REVENUE | 3,778.00 | 3,780.70 | 47.76 | (2.70) | 100.07 |
| 101-000.000-416.000 | WORK COMP DIVIDEND REVENUE | 0.00 | (0.21) | (10,955.30) | 0.21 | 100.00 |
| 101-000.000-416.001 | PROPERTY & LIABILITY DIVIDEND REVENUE | 8,048.00 | 8,048.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-419.000 | AT & T LEASE PAYMENTS | 58,606.00 | 63,933.84 | 5,327.82 | (5,327.84) | 109.09 |
| 101-000.000-421.000 | METRO-PCS LEASE PAYMENTS | 68,057.00 | 68,056.69 | 5,527.75 | 0.31 | 100.00 |
| 101-000.000-423.000 | WORK COMP REIMBURSEMENT | 15,500.00 | 15,546.70 | 15,546.70 | (46.70) | 100.30 |
| 101-000.000-445.000 | PENALTIES AND INTEREST ON TAXES | 43,000.00 | 42,911.61 | 0.00 | 88.39 | 99.79 |
| 101-000.000-446.000 | INVESTMENT INTEREST | 115,000.00 | 111,804.33 | 8,698.28 | 3,195.67 | 97.22 |
| 101-000.000-447.000 | TAX 1% ADMINISTRATIVE FEE | 108,500.00 | 108,417.59 | 0.00 | 82.41 | 99.92 |
| 101-000.000-448.000 | INSURANCE REIMBURSEMENT | 28,400.00 | 28,380.27 | 0.00 | 19.73 | 99.93 |
| 101-000.000-455.000 | METRO AUTHORITY-FEE | 20,386.00 | 20,386.12 | 20,386.12 | (0.12) | 100.00 |
| 101-000.000-456.000 | BUILDING PERMITS | 50,000.00 | 49,334.44 | 4,528.80 | 665.56 | 98.67 |
| 101-000.000-456.283 | BONDS FORFEITED/EXPIRED | 24,000.00 | 24,069.06 | 0.00 | (69.06) | 100.29 |
| 101-000.000-457.000 | ZONING, SITE, SPECIAL PERMITS | 75,000.00 | 73,486.04 | 800.00 | 1,513.96 | 97.98 |
| 101-000.000-458.000 | PLUMBING/HEATING PERMITS | 25,000.00 | 23,200.00 | 1,615.00 | 1,800.00 | 92.80 |
| 101-000.000-459.000 | ELECTRICAL PERMITS | 18,000.00 | 16,959.50 | 1,195.00 | 1,040.50 | 94.22 |
| 101-000.000-460.000 | LICENSES/REGISTRATIONS & ETC DUE TO CIT | 35,000.00 | 36,581.00 | 2,050.00 | (1,581.00) | 104.52 |
| 101-000.000-461.000 | DOG & CAT LICENSES | 850.00 | 849.00 | 0.00 | 1.00 | 99.88 |
| 101-000.000-465.000 | CABLE TV REVENUES | 83,400.00 | 63,653.08 | 0.00 | 19,746.92 | 76.32 |
| 101-000.000-470.000 | RECREATION SPECIAL PROGRAMS | 4,000.00 | 3,684.00 | 0.00 | 316.00 | 92.10 |
| 101-000.000-470.001 | DOG PARK REVENUE | 15.00 | 15.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-470.002 | COMMUNITY GARDEN REVENUE | 500.00 | 505.00 | 90.00 | (5.00) | 101.00 |
| 101-000.000-471.000 | DONATIONS-OTHER | 30.00 | 30.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-475.000 | COMM ROOM & BLDG RENT REVENUE | 100,000.00 | 101,625.00 | 10,800.00 | (1,625.00) | 101.63 |
| 101-000.000-540.000 | 302 TRAINING FUNDS-REVENUES | 4,100.00 | 4,107.62 | 0.00 | (7.62) | 100.19 |
| 101-000.000-543.000 | FEDERAL/STATE GRANT | 17,700.00 | 17,720.16 | 0.00 | (20.16) | 100.11 |
| 101-000.000-545.000 | POLICE ACTIVITY - CPE REVENUE | 11,000.00 | 11,000.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-545.500 | POLICE ACTIVITY REIMBURSEMENT | 5,590.00 | 5,589.92 | 0.00 | 0.08 | 100.00 |
| 101-000.000-546.000 | POLICE CHARGES FOR SERVICES | 11,000.00 | 9,766.43 | 351.00 | 1,233.57 | 88.79 |
| 101-000.000-573.001 | LCSA REVENUE | 29,109.00 | 29,109.11 | 0.00 | (0.11) | 100.00 |
| 101-000.000-574.000 | STATE SHARED REVENUES | 420,000.00 | 418,404.15 | 82,424.00 | 1,595.85 | 99.62 |
| 101-000.000-607.000 | FOIA FEES | 1,100.00 | 1,054.45 | 56.01 | 45.55 | 95.86 |
| 101-000.000-612.000 | DISTRICT COURT FINES | 60,000.00 | 54,510.79 | 4,372.50 | 5,489.21 | 90.85 |
| 101-000.000-627.000 | SIDEWALK REVENUES | 97,500.00 | 97,516.41 | 19,456.58 | (16.41) | 100.02 |
| 101-000.000-628.000 | WEED/CODE ENFORCEMENT REVENUE | 7,200.00 | 7,198.60 | 3,647.10 | 1.40 | 99.98 |
| 101-000.000-632.000 | PUBLIC SERVICES REIMBURSEMENT | 40,000.00 | 28,105.90 | 0.00 | 11,894.10 | 70.26 |
| 101-000.000-664.000 | INTEREST INCOME- LEASES | 77,000.00 | 0.00 | 0.00 | 77,000.00 | 0.00 |
| 101-000.000-669.000 | DPS BLDG RENT FROM WATER | 4,917.00 | 4,917.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-671.000 | ADMINISTRATIVE REV RD FUND | 4,000.00 | 4,000.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-676.001 | EMPLOYEE BENEFIT CONTRIBUTION | 40,845.00 | 40,844.79 | 3,318.56 | 0.21 | 100.00 |
| 101-000.000-677.000 | ELECTION REIMBURSEMENTS | 5,425.00 | 5,429.74 | 0.00 | (4.74) | 100.09 |
| 101-000.000-681.000 | SALE OF ABANDONED PROPERTY | 226.00 | 226.00 | 0.00 | 0.00 | 100.00 |
| 101-000.000-682.000 | SALE OF FIXED ASSET | 7,000.00 | 6,955.00 | 0.00 | 45.00 | 99.36 |
| 101-000.000-690.258 | TRANSFER IN FROM CAPITAL ACQ | 17,672.00 | 17,672.46 | 0.00 | (0.46) | 100.00 |
| Total Dept 000.000 | | 5,175,754.00 | 5,057,704.20 | 179,283.68 | 118,049.80 | 97.72 |
| TOTAL REVENUES | | 5,175,754.00 | 5,057,704.20 | 179,283.68 | 118,049.80 | 97.72 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVALIABLE | % BDGT USED |
|--|---------------------------------|----------------|--------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 100.000 - GOVERNMENT SERVICES | | | | | | |
| 101-100.000-708.000 | PROPERTY & LIABILITY INSURANC | 56,347.00 | 56,347.00 | 0.00 | 0.00 | 100.00 |
| 101-100.000-710.000 | UNEMPLOYMENT INSURANCE | 57.00 | 57.08 | 0.00 | (0.08) | 100.14 |
| 101-100.000-712.000 | WORKER'S COMP INSURANCE | 7,250.00 | 7,525.00 | 275.00 | (275.00) | 103.79 |
| 101-100.000-713.000 | MERS-RHFV CONTRIBUTION | 50,000.00 | 50,000.00 | 0.00 | 0.00 | 100.00 |
| 101-100.000-726.000 | OFFICE SUPPLIES | 4,500.00 | 4,353.82 | 126.48 | 146.18 | 96.75 |
| 101-100.000-732.000 | CODE ENFORCEMENT | 2,500.00 | 2,005.00 | 0.00 | 495.00 | 80.20 |
| 101-100.000-733.000 | CASH SHORT/OVER | 0.00 | (1.26) | (1.33) | 1.26 | 100.00 |
| 101-100.000-803.000 | MEMBERSHIPS & MEETINGS | 6,800.00 | 6,784.06 | 0.00 | 15.94 | 99.77 |
| 101-100.000-804.000 | BUILDING TRADE INSPECTION | 128,000.00 | 107,929.09 | 0.00 | 20,070.91 | 84.32 |
| 101-100.000-805.000 | CABLE TELEVISION | 61,550.00 | 61,516.98 | 5,942.99 | 33.02 | 99.95 |
| 101-100.000-808.000 | COMMUNITY CENTER EXPENDITURE | 33,000.00 | 30,022.15 | 2,418.98 | 2,977.85 | 90.98 |
| 101-100.000-810.000 | AUDITING & ACCOUNTING | 98,531.00 | 98,530.98 | 0.00 | 0.02 | 100.00 |
| 101-100.000-822.000 | TRAINING | 3,200.00 | 3,148.40 | 746.46 | 51.60 | 98.39 |
| 101-100.000-832.000 | CITIZEN COMMUNICATION/PR | 500.00 | 393.49 | 136.49 | 106.51 | 78.70 |
| 101-100.000-840.000 | LIBRARY PAYMENT | 119,938.00 | 119,938.00 | 59,969.00 | 0.00 | 100.00 |
| 101-100.000-848.000 | GOVERNMENT OPERATIONS | 32,500.00 | 31,665.94 | 650.26 | 834.06 | 97.43 |
| 101-100.000-848.001 | TECHNOLOGY | 75,000.00 | 74,037.14 | 870.15 | 962.86 | 98.72 |
| 101-100.000-850.000 | TELEPHONE EXPENDITURES | 11,500.00 | 11,365.03 | 934.08 | 134.97 | 98.83 |
| 101-100.000-860.000 | VEHICLE EXPENSE | 3,200.00 | 3,308.64 | 270.86 | (108.64) | 103.40 |
| 101-100.000-882.000 | PLANNING/CONSULTING FEES | 53,000.00 | 48,585.83 | (14,840.00) | 4,414.17 | 91.67 |
| 101-100.000-900.000 | PRINTING/PUBLICATION COSTS | 14,000.00 | 11,656.40 | 0.00 | 2,343.60 | 83.26 |
| 101-100.000-901.000 | POSTAGE FEES | 7,500.00 | 6,714.86 | 533.29 | 785.14 | 89.53 |
| 101-100.000-955.000 | MISCELLANEOUS EXPENDITURES | 8,000.00 | 7,838.57 | 0.00 | 161.43 | 97.98 |
| Total Dept 100.000 - GOVERNMENT SERVICES | | 776,873.00 | 743,722.20 | 58,032.71 | 33,150.80 | 95.73 |
| Dept 101.000 - ADMINISTRATION | | | | | | |
| 101-101.000-701.000 | SALARIES FULL-TIME | 385,440.00 | 388,797.88 | 33,998.52 | (3,357.88) | 100.87 |
| 101-101.000-703.000 | EMPLOYEE TAXES & BENEFITS | 364,150.00 | 309,270.93 | 18,082.13 | 54,879.07 | 84.93 |
| 101-101.000-717.000 | CODE ENFORCEMENT LEGAL | 19,000.00 | 17,225.00 | 1,040.00 | 1,775.00 | 90.66 |
| 101-101.000-718.000 | ELECTIONS | 45,000.00 | 39,219.27 | 0.00 | 5,780.73 | 87.15 |
| 101-101.000-719.000 | OFFICIALS EXPENSE | 5,000.00 | 4,547.68 | 0.00 | 452.32 | 90.95 |
| 101-101.000-721.000 | DATA PROCESING & ASSESSING SVCS | 39,000.00 | 38,149.69 | 37,533.59 | 850.31 | 97.82 |
| 101-101.000-722.000 | LEGAL SERVICES | 74,000.00 | 65,020.00 | 8,285.00 | 8,980.00 | 87.86 |
| 101-101.000-723.000 | BOARD OF REVIEW | 500.00 | 300.00 | 300.00 | 200.00 | 60.00 |
| 101-101.000-803.000 | MEMBERSHIPS & MEETINGS | 4,000.00 | 3,479.75 | 0.00 | 520.25 | 86.99 |
| 101-101.000-955.000 | MISCELLANEOUS EXPENDITURES | 150.00 | 195.46 | 7.38 | (45.46) | 130.31 |
| Total Dept 101.000 - ADMINISTRATION | | 936,240.00 | 866,205.66 | 99,246.62 | 70,034.34 | 92.52 |
| Dept 201.000 - BUILDING & GROUNDS | | | | | | |
| 101-201.000-702.000 | SALARIES PART-TIME | 30,000.00 | 28,900.20 | 2,137.54 | 1,099.80 | 96.33 |
| 101-201.000-703.000 | EMPLOYEE TAXES & BENEFITS | 0.00 | 0.00 | 3,276.56 | 0.00 | 0.00 |
| 101-201.000-920.000 | UTILITIES | 58,500.00 | 40,526.48 | (13,124.95) | 17,973.52 | 69.28 |
| 101-201.000-930.000 | BUILDING MAINTENANCE & REPAIR | 47,500.00 | 42,070.81 | 844.38 | 5,429.19 | 88.57 |
| 101-201.000-930.001 | BUILDING - GRANTS | 5,359.00 | 5,358.65 | 0.00 | 0.35 | 99.99 |
| 101-201.000-936.000 | EQUIPMENT MAINTENANCE | 500.00 | 339.45 | (15.95) | 160.55 | 67.89 |
| 101-201.000-938.000 | PARKING LOT & GROUNDS | 2,500.00 | 2,025.00 | 0.00 | 475.00 | 81.00 |
| 101-201.000-970.000 | CAPITAL EXPENDITURE | 6,030.00 | 6,030.09 | 0.00 | (0.09) | 100.00 |
| Total Dept 201.000 - BUILDING & GROUNDS | | 150,389.00 | 125,250.68 | (6,882.42) | 25,138.32 | 83.28 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------------|--|----------------|--------------------------|--------------------------------|-----------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 (DECREASE) | BALANCE (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 301.000 - PUBLIC SAFETY | | | | | | |
| 101-301.000-701.000 | SALARIES FULL-TIME | 875,000.00 | 866,714.14 | 80,747.16 | 8,285.86 | 99.05 |
| 101-301.000-702.000 | SALARIES PART-TIME | 86,000.00 | 88,256.04 | 13,997.19 | (2,256.04) | 102.62 |
| 101-301.000-703.000 | EMPLOYEE TAXES & BENEFITS | 500,000.00 | 453,167.33 | 15,206.66 | 46,832.67 | 90.63 |
| 101-301.000-704.000 | SALARIES-OVERTIME | 46,500.00 | 46,550.67 | 7,229.63 | (50.67) | 100.11 |
| 101-301.000-708.000 | PROPERTY & LIABILITY INSURANC | 37,256.00 | 37,255.83 | 0.00 | 0.17 | 100.00 |
| 101-301.000-710.000 | UNEMPLOYMENT INSURANCE | 100.00 | 78.00 | 0.00 | 22.00 | 78.00 |
| 101-301.000-712.000 | WORKER'S COMP INSURANCE | 14,000.00 | 13,777.00 | 550.00 | 223.00 | 98.41 |
| 101-301.000-726.000 | OFFICE SUPPLIES | 7,000.00 | 5,925.41 | 14.33 | 1,074.59 | 84.65 |
| 101-301.000-727.000 | ROAD SUPPLIES | 1,900.00 | 1,547.92 | 0.00 | 352.08 | 81.47 |
| 101-301.000-728.000 | EVIDENCE SUPPLIES | 500.00 | 385.87 | 90.00 | 114.13 | 77.17 |
| 101-301.000-729.000 | OFFICE MACHINE MAINTENANCE | 1,100.00 | 1,004.34 | 0.00 | 95.66 | 91.30 |
| 101-301.000-731.000 | PUBLICATIONS/DOCUMENT REDUCIN | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-301.000-803.000 | MEMBERSHIPS & MEETINGS | 3,000.00 | 2,362.35 | 14.40 | 637.65 | 78.75 |
| 101-301.000-821.000 | POLICE RESERVES | 500.00 | 449.63 | 0.00 | 50.37 | 89.93 |
| 101-301.000-822.000 | TRAINING | 15,500.00 | 14,755.02 | 36.43 | 744.98 | 95.19 |
| 101-301.000-823.000 | FIREARMS TRAINING | 8,000.00 | 5,133.51 | 26.95 | 2,866.49 | 64.17 |
| 101-301.000-825.000 | ANIMAL CONTROL | 200.00 | 170.17 | 0.00 | 29.83 | 85.09 |
| 101-301.000-826.000 | COMMUNITY POLICING | 1,100.00 | 816.88 | 0.00 | 283.12 | 74.26 |
| 101-301.000-827.000 | 302 TRAINING FUNDS EXPENDITURES | 4,150.00 | 4,107.62 | 0.00 | 42.38 | 98.98 |
| 101-301.000-828.000 | FIRE SERVICE/DISPATCH CONTRACT | 772,150.00 | 771,036.75 | 62,000.00 | 1,113.25 | 99.86 |
| 101-301.000-829.000 | POLICE UNIFORMS & CLEANING | 10,000.00 | 7,999.20 | 153.21 | 2,000.80 | 79.99 |
| 101-301.000-836.000 | PRISONER LOCKUP | 5,000.00 | 3,100.00 | 0.00 | 1,900.00 | 62.00 |
| 101-301.000-839.000 | CPE - CONTINUED PROFESSIONAL EDUCATION | 5,500.00 | 5,492.00 | 400.00 | 8.00 | 99.85 |
| 101-301.000-848.001 | TECHNOLOGY | 31,000.00 | 28,941.18 | 0.00 | 2,058.82 | 93.36 |
| 101-301.000-850.000 | TELEPHONE EXPENDITURES | 6,000.00 | 5,538.42 | 438.88 | 461.58 | 92.31 |
| 101-301.000-851.000 | RADIO COMMUNICATIONS | 11,500.00 | 8,647.25 | 0.00 | 2,852.75 | 75.19 |
| 101-301.000-860.000 | VEHICLE EXPENSE | 69,000.00 | 60,697.44 | 4,445.92 | 8,302.56 | 87.97 |
| 101-301.000-955.000 | MISCELLANEOUS EXPENDITURES | 300.00 | 259.00 | 0.00 | 41.00 | 86.33 |
| 101-301.000-970.000 | CAPITAL EXPENDITURE | 85,000.00 | 53,275.00 | 53,275.00 | 31,725.00 | 62.68 |
| Total Dept 301.000 - PUBLIC SAFETY | | 2,597,756.00 | 2,487,443.97 | 238,625.76 | 110,312.03 | 95.75 |
| Dept 401.000 | | | | | | |
| 101-401.000-703.000 | EMPLOYEE TAXES & BENEFITS | 15,600.00 | 14,397.20 | 1,208.10 | 1,202.80 | 92.29 |
| 101-401.000-860.000 | VEHICLE EXPENSE | 3,000.00 | 2,738.62 | 0.00 | 261.38 | 91.29 |
| 101-401.000-892.000 | SIDEWALK MAINTENANCE | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 101-401.000-893.000 | MAILBOXES | 176.00 | 176.20 | 0.00 | (0.20) | 100.11 |
| 101-401.000-920.000 | UTILITIES | 16,000.00 | 12,034.24 | 401.70 | 3,965.76 | 75.21 |
| 101-401.000-921.000 | CONTRACTUAL SERVICES | 133,000.00 | 101,029.09 | 10,750.73 | 31,970.91 | 75.96 |
| 101-401.000-936.000 | EQUIPMENT MAINTENANCE | 1,000.00 | 504.80 | 0.00 | 495.20 | 50.48 |
| 101-401.000-970.000 | CAPITAL EXPENDITURE | 46,700.00 | 46,689.28 | 0.00 | 10.72 | 99.98 |
| Total Dept 401.000 | | 215,576.00 | 177,669.43 | 12,360.53 | 37,906.57 | 82.42 |
| Dept 501.000 - LEAF COLLECTION | | | | | | |
| 101-501.000-976.000 | ROAD EQUIPMENT MAINTENANCE | 750.00 | 620.70 | 0.00 | 129.30 | 82.76 |
| Total Dept 501.000 - LEAF COLLECTION | | 750.00 | 620.70 | 0.00 | 129.30 | 82.76 |
| Dept 502.000 | | | | | | |
| 101-502.000-801.001 | SOCRRA | 405,000.00 | 387,320.28 | 33,194.00 | 17,679.72 | 95.63 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---------------------------------|---------------------------|----------------|---------------------------------|---|-------------------|-----------|--|----------------|
| | | AMENDED BUDGET | 06/30/2025 NORMAL (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | | |
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Total Dept 502.000 | | 405,000.00 | 387,320.28 | 33,194.00 | 17,679.72 | 95.63 | | |
| Dept 601.000 - RECREATION | | | | | | | | |
| 101-601.000-806.000 | ADULT PROGRAMS | 500.00 | 294.94 | 0.00 | 205.06 | 58.99 | | |
| 101-601.000-807.000 | BUS TRANSPORTATION | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | | |
| 101-601.000-811.000 | SENIOR ACTIVITIES | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | | |
| 101-601.000-812.000 | COMMUNITY EVENTS | 14,000.00 | 3,357.33 | 445.57 | 10,642.67 | 23.98 | | |
| 101-601.000-813.000 | CHILDREN/YOUTH ACTIVITIES | 2,000.00 | 736.11 | 0.00 | 1,263.89 | 36.81 | | |
| 101-601.000-815.000 | COMMUNITY GARDEN | 555.00 | 555.00 | 0.00 | 0.00 | 100.00 | | |
| 101-601.000-884.000 | CONCERTS IN THE PARK | 450.00 | 0.00 | 0.00 | 450.00 | 0.00 | | |
| Total Dept 601.000 - RECREATION | | 18,505.00 | 4,943.38 | 445.57 | 13,561.62 | 26.71 | | |
| TOTAL EXPENDITURES | | 5,101,089.00 | 4,793,176.30 | 435,022.77 | 307,912.70 | 93.96 | | |
| Fund 101 - GENERAL FUND: | | | | | | | | |
| TOTAL REVENUES | | 5,175,754.00 | 5,057,704.20 | 179,283.68 | 118,049.80 | 97.72 | | |
| TOTAL EXPENDITURES | | 5,101,089.00 | 4,793,176.30 | 435,022.77 | 307,912.70 | 93.96 | | |
| NET OF REVENUES & EXPENDITURES | | 74,665.00 | 264,527.90 | (255,739.09) | (189,862.90) | 354.29 | | |

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 06/30/2025

Item 7E.

| G/L NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|------------------------------|----------------|---------------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 NORMAL (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 202 - MAJOR STREET FUND | | | | | | |
| Revenues | | | | | | |
| Dept 702.000 | | | | | | |
| 202-702.000-415.000 | MISCELLANEOUS REVENUES | 22,332.00 | 22,332.00 | 0.00 | 0.00 | 100.00 |
| 202-702.000-574.000 | STATE SHARED REVENUES | 427,037.00 | 427,037.18 | 101,991.79 | (0.18) | 100.00 |
| 202-702.000-665.000 | INVESTMENT INTEREST | 4,500.00 | 4,500.00 | 0.00 | 0.00 | 100.00 |
| Total Dept 702.000 | | 453,869.00 | 453,869.18 | 101,991.79 | (0.18) | 100.00 |
| TOTAL REVENUES | | 453,869.00 | 453,869.18 | 101,991.79 | (0.18) | 100.00 |
| Expenditures | | | | | | |
| Dept 702.000 | | | | | | |
| 202-702.000-703.000 | EMPLOYEE TAXES & BENEFITS | 900.00 | 766.80 | 35.70 | 133.20 | 85.20 |
| 202-702.000-705.000 | SALARIES-ADMIN | 6,000.00 | 5,792.75 | 488.50 | 207.25 | 96.55 |
| 202-702.000-810.000 | AUDITING & ACCOUNTING | 7,450.00 | 7,441.73 | 0.00 | 8.27 | 99.89 |
| 202-702.000-856.000 | ADMINISTRATION & ENGINEERING | 15,000.00 | 12,132.00 | 0.00 | 2,868.00 | 80.88 |
| 202-702.000-858.000 | ROAD CONSTRUCTION | 220,000.00 | 91,811.32 | 69,054.92 | 128,188.68 | 41.73 |
| 202-702.000-861.000 | ROAD MAINTENANCE | 4,000.00 | 3,696.49 | 158.72 | 303.51 | 92.41 |
| 202-702.000-864.000 | TRAFFIC CONTROLS | 31,000.00 | 30,328.55 | 2,111.09 | 671.45 | 97.83 |
| 202-702.000-866.000 | SNOW & ICE REMOVAL | 1,600.00 | 1,536.17 | 0.00 | 63.83 | 96.01 |
| 202-702.000-870.000 | FORESTRY | 15,000.00 | 2,670.00 | 0.00 | 12,330.00 | 17.80 |
| 202-702.000-921.000 | CONTRACTUAL SERVICES | 70,000.00 | 49,953.87 | 5,550.43 | 20,046.13 | 71.36 |
| 202-702.000-970.000 | CAPITAL EXPENDITURE | 3,750.00 | 3,548.00 | 0.00 | 202.00 | 94.61 |
| 202-702.000-999.203 | TRANSFER OUT TO LOCAL ROADS | 102,500.00 | 102,500.00 | 0.00 | 0.00 | 100.00 |
| Total Dept 702.000 | | 477,200.00 | 312,177.68 | 77,399.36 | 165,022.32 | 65.42 |
| TOTAL EXPENDITURES | | 477,200.00 | 312,177.68 | 77,399.36 | 165,022.32 | 65.42 |
| Fund 202 - MAJOR STREET FUND: | | | | | | |
| TOTAL REVENUES | | 453,869.00 | 453,869.18 | 101,991.79 | (0.18) | 100.00 |
| TOTAL EXPENDITURES | | 477,200.00 | 312,177.68 | 77,399.36 | 165,022.32 | 65.42 |
| NET OF REVENUES & EXPENDITURES | | (23,331.00) | 141,691.50 | 24,592.43 | (165,022.50) | 607.31 |

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Item 7E.

| G/L NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|------------------------------|----------------|--------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 203 - LOCAL STREET FUND | | | | | | |
| Revenues | | | | | | |
| Dept 703.000 | | | | | | |
| 203-703.000-415.000 | MISCELLANEOUS REVENUE | 2,566.00 | 2,566.05 | 2,566.05 | (0.05) | 100.00 |
| 203-703.000-574.000 | STATE SHARED REVENUES | 199,892.00 | 199,892.39 | 47,894.99 | (0.39) | 100.00 |
| 203-703.000-665.000 | INVESTMENT INTEREST | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 100.00 |
| 203-703.000-690.202 | TRANSFER IN FROM MAJOR ROADS | 102,500.00 | 102,500.00 | 0.00 | 0.00 | 100.00 |
| Total Dept 703.000 | | 306,458.00 | 306,458.44 | 50,461.04 | (0.44) | 100.00 |
| TOTAL REVENUES | | 306,458.00 | 306,458.44 | 50,461.04 | (0.44) | 100.00 |
| Expenditures | | | | | | |
| Dept 703.000 | | | | | | |
| 203-703.000-703.000 | EMPLOYEE TAXES & BENEFITS | 900.00 | 766.80 | 35.70 | 133.20 | 85.20 |
| 203-703.000-705.000 | SALARIES-ADMIN | 6,000.00 | 5,792.75 | 488.50 | 207.25 | 96.55 |
| 203-703.000-810.000 | AUDITING & ACCOUNTING | 3,050.00 | 3,007.39 | 0.00 | 42.61 | 98.60 |
| 203-703.000-861.000 | ROAD MAINTENANCE | 10,000.00 | 8,187.87 | 652.60 | 1,812.13 | 81.88 |
| 203-703.000-862.000 | ROADSIDE MAINTENANCE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 203-703.000-864.000 | TRAFFIC CONTROLS | 0.00 | (0.01) | 0.00 | 0.01 | 100.00 |
| 203-703.000-866.000 | SNOW & ICE REMOVAL | 1,500.00 | 1,536.17 | 0.00 | (36.17) | 102.41 |
| 203-703.000-870.000 | FORESTRY | 30,000.00 | 13,730.00 | 0.00 | 16,270.00 | 45.77 |
| 203-703.000-921.000 | CONTRACTUAL SERVICES | 70,000.00 | 49,953.87 | 5,550.43 | 20,046.13 | 71.36 |
| 203-703.000-970.000 | CAPITAL EXPENDITURE | 12,000.00 | 4,518.75 | 0.00 | 7,481.25 | 37.66 |
| Total Dept 703.000 | | 134,450.00 | 87,493.59 | 6,727.23 | 46,956.41 | 65.08 |
| TOTAL EXPENDITURES | | 134,450.00 | 87,493.59 | 6,727.23 | 46,956.41 | 65.08 |
| Fund 203 - LOCAL STREET FUND: | | | | | | |
| TOTAL REVENUES | | 306,458.00 | 306,458.44 | 50,461.04 | (0.44) | 100.00 |
| TOTAL EXPENDITURES | | 134,450.00 | 87,493.59 | 6,727.23 | 46,956.41 | 65.08 |
| NET OF REVENUES & EXPENDITURES | | 172,008.00 | 218,964.85 | 43,733.81 | (46,956.85) | 127.30 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|-----------------------------------|------------------------------|----------------|---------------------------------|---|-------------------|-----------|--|----------------|
| | | AMENDED BUDGET | 06/30/2025 NORMAL (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | | |
| Fund 258 - CAPITAL PROJECTS FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 258-000.000-446.000 | INVESTMENT INTEREST | 380.00 | 379.76 | 0.00 | 0.24 | 99.94 | | |
| Total Dept 000.000 | | 380.00 | 379.76 | 0.00 | 0.24 | 99.94 | | |
| TOTAL REVENUES | | 380.00 | 379.76 | 0.00 | 0.24 | 99.94 | | |
| Expenditures | | | | | | | | |
| Dept 811.000 | | | | | | | | |
| 258-811.000-999.101 | TRANSFER OUT TO GENERAL FUND | 17,672.00 | 17,672.46 | 0.00 | (0.46) | 100.00 | | |
| Total Dept 811.000 | | 17,672.00 | 17,672.46 | 0.00 | (0.46) | 100.00 | | |
| TOTAL EXPENDITURES | | 17,672.00 | 17,672.46 | 0.00 | (0.46) | 100.00 | | |
| Fund 258 - CAPITAL PROJECTS FUND: | | | | | | | | |
| TOTAL REVENUES | | 380.00 | 379.76 | 0.00 | 0.24 | 99.94 | | |
| TOTAL EXPENDITURES | | 17,672.00 | 17,672.46 | 0.00 | (0.46) | 100.00 | | |
| NET OF REVENUES & EXPENDITURES | | (17,292.00) | (17,292.70) | 0.00 | 0.70 | 100.00 | | |

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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Item 7E.

| GCL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|------------------------------------|-------------------------|----------------|---------------------------------|---|------------------------------|-----------|--|----------------|
| | | AMENDED BUDGET | 06/30/2025 NORMAL (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | | | |
| Fund 397 - ROAD MILLAGE BOND FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 397-000.000-403.000 | ROAD BOND DEBT TAXES | 677,000.00 | 676,812.02 | 0.00 | 187.98 | 99.97 | | |
| 397-000.000-446.000 | INVESTMENT INTEREST | 4,000.00 | 4,749.10 | 600.38 | (749.10) | 118.73 | | |
| Total Dept 000.000 | | 681,000.00 | 681,561.12 | 600.38 | (561.12) | 100.08 | | |
| TOTAL REVENUES | | 681,000.00 | 681,561.12 | 600.38 | (561.12) | 100.08 | | |
| Expenditures | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 397-000.000-720.000 | INTEREST EXPENSE | 183,000.00 | 183,000.00 | 0.00 | 0.00 | 100.00 | | |
| 397-000.000-725.000 | PAYING AGENT FEES | 500.00 | 500.00 | 0.00 | 0.00 | 100.00 | | |
| 397-000.000-905.000 | BOND PRINCIPAL PAYMENTS | 405,000.00 | 405,000.00 | 0.00 | 0.00 | 100.00 | | |
| Total Dept 000.000 | | 588,500.00 | 588,500.00 | 0.00 | 0.00 | 100.00 | | |
| TOTAL EXPENDITURES | | 588,500.00 | 588,500.00 | 0.00 | 0.00 | 100.00 | | |
| Fund 397 - ROAD MILLAGE BOND FUND: | | | | | | | | |
| TOTAL REVENUES | | 681,000.00 | 681,561.12 | 600.38 | (561.12) | 100.08 | | |
| TOTAL EXPENDITURES | | 588,500.00 | 588,500.00 | 0.00 | 0.00 | 100.00 | | |
| NET OF REVENUES & EXPENDITURES | | 92,500.00 | 93,061.12 | 600.38 | (561.12) | 100.61 | | |

07/10/2025 02:26 PM

REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

Page: 9/12

User: JESSICA

DB: Lathrup

PERIOD ENDING 06/30/2025

Item 7E.

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|-----------------------------|----------------|--------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | |
| Revenues | | | | | | |
| Dept 000.000 | | | | | | |
| 494-000.000-407.000 | TIFA-CAPTURE TAXES | 430,820.00 | 430,819.52 | (7,931.38) | 0.48 | 100.00 |
| 494-000.000-410.000 | TAX COLLECTED OTHER | 37,337.00 | 37,336.83 | 0.00 | 0.17 | 100.00 |
| 494-000.000-415.000 | MISCELLANEOUS REVENUE | 6,100.00 | 6,100.00 | 0.00 | 0.00 | 100.00 |
| 494-000.000-446.000 | INVESTMENT INTEREST | 40,000.00 | 39,580.01 | 2,211.94 | 419.99 | 98.95 |
| 494-000.000-543.000 | FEDERAL/STATE GRANTS | 500.00 | 500.00 | 0.00 | 0.00 | 100.00 |
| 494-000.000-614.000 | MUSIC FEST REV | 25,000.00 | 30,622.45 | 7,035.00 | (5,622.45) | 122.49 |
| 494-000.000-615.000 | MAIN STREET REVENUES | 600.00 | 600.00 | 0.00 | 0.00 | 100.00 |
| Total Dept 000.000 | | 540,357.00 | 545,558.81 | 1,315.56 | (5,201.81) | 100.96 |
| TOTAL REVENUES | | 540,357.00 | 545,558.81 | 1,315.56 | (5,201.81) | 100.96 |
| Expenditures | | | | | | |
| Dept 000.000 | | | | | | |
| 494-000.000-701.000 | SALARIES FULL-TIME | 133,000.00 | 133,976.60 | 12,701.40 | (976.60) | 100.73 |
| 494-000.000-703.000 | EMPLOYEE TAXES & BENEFITS | 47,000.00 | 43,227.96 | 2,544.25 | 3,772.04 | 91.97 |
| 494-000.000-722.000 | LEGAL SERVICES | 900.00 | 65.00 | 65.00 | 835.00 | 7.22 |
| 494-000.000-726.000 | OFFICE SUPPLIES | 1,000.00 | 270.53 | 0.00 | 729.47 | 27.05 |
| 494-000.000-810.000 | AUDITING & ACCOUNTING | 10,925.00 | 10,923.57 | 0.00 | 1.43 | 99.99 |
| 494-000.000-822.000 | TRAINING/MEMBERSHIP | 3,000.00 | 1,811.39 | 0.00 | 1,188.61 | 60.38 |
| 494-000.000-844.000 | MAIN STREET PROGRAM | 33,000.00 | 32,400.41 | 0.00 | 599.59 | 98.18 |
| 494-000.000-845.000 | STREETSCAPING | 50,000.00 | 44,972.40 | 8,296.62 | 5,027.60 | 89.94 |
| 494-000.000-846.000 | MUSIC FESTIVAL EXP | 4,500.00 | 4,325.00 | 125.00 | 175.00 | 96.11 |
| 494-000.000-882.000 | PLANNING/CONSULTING FEES | 15,300.00 | 15,300.00 | 0.00 | 0.00 | 100.00 |
| 494-000.000-900.000 | PRINTING/PUBLICATION COSTS | 1,000.00 | 908.11 | 0.00 | 91.89 | 90.81 |
| 494-000.000-933.000 | REPAIRS & MAINTENANCE | 450,000.00 | 405,903.63 | 215,729.08 | 44,096.37 | 90.20 |
| 494-000.000-955.000 | MISCELLANEOUS EXPENDITURES | 5,000.00 | 2,022.81 | 0.00 | 2,977.19 | 40.46 |
| 494-000.000-968.001 | DEPRECIATION INFRASTRUCTURE | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 |
| Total Dept 000.000 | | 784,625.00 | 696,107.41 | 239,461.35 | 88,517.59 | 88.72 |
| TOTAL EXPENDITURES | | 784,625.00 | 696,107.41 | 239,461.35 | 88,517.59 | 88.72 |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | |
| TOTAL REVENUES | | 540,357.00 | 545,558.81 | 1,315.56 | (5,201.81) | 100.96 |
| TOTAL EXPENDITURES | | 784,625.00 | 696,107.41 | 239,461.35 | 88,517.59 | 88.72 |
| NET OF REVENUES & EXPENDITURES | | (244,268.00) | (150,548.60) | (238,145.79) | (93,719.40) | 61.63 |

Item 7E.

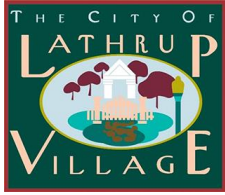
| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------------|-------------------------------|----------------|--------------------------|---|------------------------------|-------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 592 - WATER & SEWER FUND | | | | | | |
| Revenues | | | | | | |
| Dept 536.000 - WATER DEPARTMENT | | | | | | |
| 592-536.000-415.000 | MISCELLANEOUS REVENUES | 21,500.00 | 19,736.25 | 1,826.00 | 1,763.75 | 91.80 |
| 592-536.000-640.000 | WATER SERVICE | 770,000.00 | 695,737.83 | 58,996.73 | 74,262.17 | 90.36 |
| 592-536.000-640.001 | BOND REVENUE | 229,000.00 | 228,524.25 | 18,992.50 | 475.75 | 99.79 |
| 592-536.000-641.000 | WATER & SEWER PENALTIES | 31,500.00 | 31,580.56 | 3,008.46 | (80.56) | 100.26 |
| 592-536.000-642.000 | METER CHARGE REVENUE | 75,500.00 | 69,406.07 | 6,023.30 | 6,093.93 | 91.93 |
| 592-536.000-646.000 | TAP-IN FEES | 3,725.00 | 3,725.00 | 0.00 | 0.00 | 100.00 |
| 592-536.000-665.000 | INVESTMENT INTEREST | 17,000.00 | 19,023.50 | 2,448.60 | (2,023.50) | 111.90 |
| Total Dept 536.000 - WATER DEPARTMENT | | 1,148,225.00 | 1,067,733.46 | 91,295.59 | 80,491.54 | 92.99 |
| Dept 537.000 - SEWER DEPARTMENT | | | | | | |
| 592-537.000-415.000 | MISCELLANEOUS REVENUES | 200.00 | 199.75 | 0.00 | 0.25 | 99.88 |
| 592-537.000-424.000 | UNEARNED REVENUE | 213,321.00 | 213,320.95 | 0.00 | 0.05 | 100.00 |
| 592-537.000-641.000 | WATER & SEWER PENALTIES | 45,000.00 | 45,259.55 | 4,341.33 | (259.55) | 100.58 |
| 592-537.000-645.000 | SEWAGE DISPOSAL REVENUE | 1,450,000.00 | 1,305,554.22 | 109,107.75 | 144,445.78 | 90.04 |
| 592-537.000-651.000 | INDUSTRIAL SURCHARGE | 32,000.00 | 29,501.79 | 2,398.77 | 2,498.21 | 92.19 |
| 592-537.000-665.000 | INVESTMENT INTEREST | 15,000.00 | 14,327.46 | 638.79 | 672.54 | 95.52 |
| Total Dept 537.000 - SEWER DEPARTMENT | | 1,755,521.00 | 1,608,163.72 | 116,486.64 | 147,357.28 | 91.61 |
| TOTAL REVENUES | | 2,903,746.00 | 2,675,897.18 | 207,782.23 | 227,848.82 | 92.15 |
| Expenditures | | | | | | |
| Dept 536.000 - WATER DEPARTMENT | | | | | | |
| 592-536.000-701.000 | SALARIES FULL-TIME | 46,500.00 | 44,484.61 | 3,925.51 | 2,015.39 | 95.67 |
| 592-536.000-703.000 | EMPLOYEE TAXES & BENEFITS | 120,000.00 | 104,202.40 | 6,307.74 | 15,797.60 | 86.84 |
| 592-536.000-708.000 | PROPERTY & LIABILITY INSURANC | 10,576.00 | 10,576.33 | 0.00 | (0.33) | 100.00 |
| 592-536.000-726.000 | OFFICE SUPPLIES | 300.00 | 255.45 | 0.00 | 44.55 | 85.15 |
| 592-536.000-803.000 | MEMBERSHIPS & MEETINGS | 500.00 | 116.05 | 0.00 | 383.95 | 23.21 |
| 592-536.000-810.000 | AUDITING & ACCOUNTING | 12,503.00 | 12,503.31 | 0.00 | (0.31) | 100.00 |
| 592-536.000-856.000 | ADMINISTRATION & ENGINEERING | 14,000.00 | 10,874.50 | 0.00 | 3,125.50 | 77.68 |
| 592-536.000-860.000 | VEHICLE EXPENSE | 150.00 | 102.33 | 0.00 | 47.67 | 68.22 |
| 592-536.000-875.000 | PENSION EXPENSE | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| 592-536.000-900.000 | PRINTING/PUBLICATION COSTS | 1,000.00 | 647.80 | 0.00 | 352.20 | 64.78 |
| 592-536.000-902.000 | BILLING SERVICES | 12,000.00 | 11,671.91 | 1,029.84 | 328.09 | 97.27 |
| 592-536.000-921.000 | CONTRACTUAL SERVICES | 85,000.00 | 76,955.21 | 6,768.94 | 8,044.79 | 90.54 |
| 592-536.000-935.000 | EQUIPMENT REPLACEMENT | 700.00 | 26.63 | 0.00 | 673.37 | 3.80 |
| 592-536.000-937.000 | WATER SYSTEM MAINTENANCE | 140,000.00 | 124,701.16 | 7,163.00 | 15,298.84 | 89.07 |
| 592-536.000-940.000 | RENT & UTILITIES WATER & SEWE | 5,000.00 | 4,917.00 | 0.00 | 83.00 | 98.34 |
| 592-536.000-944.000 | WATER PURCHASES | 275,000.00 | 247,417.63 | 24,084.82 | 27,582.37 | 89.97 |
| 592-536.000-968.000 | DEPRECATATION WATER SYSTEM | 450,000.00 | 0.00 | 0.00 | 450,000.00 | 0.00 |
| 592-536.000-970.000 | CAPITAL EXPENDITURE | 56,000.00 | 55,893.91 | 0.00 | 106.09 | 99.81 |
| 592-536.000-974.000 | WATER MAIN PROJECT | 400,000.00 | 338,685.22 | 9,955.00 | 61,314.78 | 84.67 |
| Total Dept 536.000 - WATER DEPARTMENT | | 1,654,229.00 | 1,044,031.45 | 59,234.85 | 610,197.55 | 63.11 |
| Dept 537.000 - SEWER DEPARTMENT | | | | | | |
| 592-537.000-701.000 | SALARIES FULL-TIME | 46,500.00 | 44,484.61 | 3,925.51 | 2,015.39 | 95.67 |
| 592-537.000-703.000 | EMPLOYEE TAXES & BENEFITS | 75,000.00 | 67,689.38 | 5,199.64 | 7,310.62 | 90.25 |
| 592-537.000-708.000 | PROPERTY & LIABILITY INSURANC | 10,550.00 | 10,543.50 | 0.00 | 6.50 | 99.94 |
| 592-537.000-720.000 | INTEREST EXPENSE | 150,529.00 | 150,528.56 | 0.00 | 0.44 | 100.00 |
| 592-537.000-725.000 | PAYING AGENT FEES | 1,325.00 | 1,325.00 | 0.00 | 0.00 | 100.00 |

Item 7E.

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---------------------------------------|-------------------------------|----------------|--------------------------|---|------------|-----------------------|--------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | NORMAL | BALANCE (ABNORMAL) | | |
| Fund 592 - WATER & SEWER FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| 592-537.000-810.000 | AUDITING & ACCOUNTING | 12,503.00 | 12,503.31 | | 0.00 | | (0.31) | 100.00 |
| 592-537.000-856.000 | ADMINISTRATION & ENGINEERING | 10,000.00 | 8,250.23 | | 0.00 | | 1,749.77 | 82.50 |
| 592-537.000-921.000 | CONTRACTUAL SERVICES | 145,000.00 | 129,599.27 | | 6,236.94 | | 15,400.73 | 89.38 |
| 592-537.000-939.000 | SEWER SYSTEM MAINTENANCE | 100,000.00 | 80,201.46 | | 14,033.04 | | 19,798.54 | 80.20 |
| 592-537.000-942.000 | SEWAGE DISPOSAL EXPENSE | 1,058,000.00 | 861,042.96 | | 0.00 | | 196,957.04 | 81.38 |
| 592-537.000-945.000 | RETENTION TANK-UTIL ELEC | 25,000.00 | 20,799.10 | | 1,018.31 | | 4,200.90 | 83.20 |
| 592-537.000-946.000 | RETENTION TANK UTIL-WATER | 20,000.00 | 16,132.88 | | 16,132.88 | | 3,867.12 | 80.66 |
| 592-537.000-947.000 | RETENTION TANK UTIL-GAS | 1,000.00 | 896.26 | | 18.00 | | 103.74 | 89.63 |
| 592-537.000-948.000 | RETENTION TANK UTIL-TELEPHONE | 1,550.00 | 1,272.30 | | 0.00 | | 277.70 | 82.08 |
| 592-537.000-949.000 | RETENTION TAN GENERATOR FUEL | 250.00 | 0.00 | | 0.00 | | 250.00 | 0.00 |
| 592-537.000-951.000 | RETENTION TANK BUILDING/EQUIP | 3,150.00 | 3,150.00 | | 0.00 | | 0.00 | 100.00 |
| 592-537.000-953.000 | RETENTION TANK EXCESS LIABIL | 1,513.00 | 1,513.00 | | 0.00 | | 0.00 | 100.00 |
| 592-537.000-957.000 | INDUSTRIAL SURCHARGE/NON-RESI | 17,655.00 | 14,712.60 | | 0.00 | | 2,942.40 | 83.33 |
| 592-537.000-970.000 | CAPITAL EXPENDITURE | 530,500.00 | 530,340.74 | | 0.00 | | 159.26 | 99.97 |
| 592-537.000-977.000 | EVIRONMENT COMPL - NON CAPITA | 9,000.00 | 5,192.00 | | 0.00 | | 3,808.00 | 57.69 |
| Total Dept 537.000 - SEWER DEPARTMENT | | 2,219,025.00 | 1,960,177.16 | | 46,564.32 | | 258,847.84 | 88.34 |
| TOTAL EXPENDITURES | | 3,873,254.00 | 3,004,208.61 | | 105,799.17 | | 869,045.39 | 77.56 |
| | | | | | | | | |
| Fund 592 - WATER & SEWER FUND: | | | | | | | | |
| TOTAL REVENUES | | 2,903,746.00 | 2,675,897.18 | | 207,782.23 | | 227,848.82 | 92.15 |
| TOTAL EXPENDITURES | | 3,873,254.00 | 3,004,208.61 | | 105,799.17 | | 869,045.39 | 77.56 |
| NET OF REVENUES & EXPENDITURES | | (969,508.00) | (328,311.43) | | 101,983.06 | | (641,196.57) | 33.86 |

Item 7E.

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|------------------------|----------------|---------------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 06/30/2025 NORMAL (ABNORMAL) | MONTH 06/30/2025 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 703 - FIDUCIARY FUNDS | | | | | | |
| Revenues | | | | | | |
| Dept 000.000 | | | | | | |
| 703-000.000-408.000 | PROP TAX COLLECTIONS | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| Total Dept 000.000 | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| TOTAL REVENUES | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| Expenditures | | | | | | |
| Dept 000.000 | | | | | | |
| 703-000.000-802.001 | PROP TAX DISTRIBUTIONS | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| Total Dept 000.000 | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| Fund 703 - FIDUCIARY FUNDS: | | | | | | |
| TOTAL REVENUES | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 10,681,381.00 | 0.00 | (10,681,381.00) | 100.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| TOTAL REVENUES - ALL FUNDS | | 10,061,564.00 | 20,402,809.69 | 541,434.68 | (10,341,245.69) | 202.78 |
| TOTAL EXPENDITURES - ALL FUNDS | | 10,976,790.00 | 20,180,717.05 | 864,409.88 | (9,203,927.05) | 183.85 |
| NET OF REVENUES & EXPENDITURES | | (915,226.00) | 222,092.64 | (322,975.20) | (1,137,318.64) | 24.27 |



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: MML Workers’ Compensation Fund Trustee Election

Background Brief: Each year, the MML Workers’ Compensation Fund seeks member votes on the nominated fund trustees. Enclosed in your packet are the four MML members the Nominating Committee is seeking affirmation on.

Previous Action: N/A

Economic Impact: N/A

Recommendation: I recommend approving the MML Nomination Committee nominees.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to affirm the MML Nominating Committee's MML Workers’ Compensation Fund Trustee recommendation.

Kelly Garrett
 Mayor

Bruce Kantor
 Mayor Pro-Tem

Jalen Jennings
 Council Member

Jason Hammond
 Council Member

Maria Mannarino
 Council Member



workers'
compensation
fund

1675 Green Road
Ann Arbor, MI 48105
P: 734-662-3246
800-653-2483
F: 734-662-8083
mml.org

To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 23, 2025
Subject: Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Two appointees have agreed to seek election to their first term, as well as two incumbent Trustees are seeking re-election. You may also write in one or more candidates if you wish.

A brief biographical sketch of the candidates is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 8th. Alternately, you may complete your ballot online:

Go to www.mml.org. At the top of the page, hover over *Programs & Services* and select *Risk Management* from the drop-down list. Next, look for the *Jump To* panel and select *Workers' Compensation Fund*. The ballot link is on the next page, in the *Jump To* panel, under *Online Forms*.

The MML Workers' Compensation Fund is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Fund, and for participating in the election of your governing board.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Michael J. Forster'.

Michael J. Forster
Fund Administrator
mforster@mml.org

THE CANDIDATES

Four-year terms beginning October 1, 2025



Brian Boggs, City Councilmember, City of Durand

Brian has more than 18 years' experience in local government and is currently the Shiawassee County Administrator and a longtime member of the Durand City Council. Brian is an Assistant Professor for the Hubert H. Humphrey Fellowship Programs in International Studies and Programs at Michigan State University. He has written extensively on educational organizational complexity, specifically as it affects urban schools and policy. He has most recently been published in Teacher's College Record at Columbia with a piece titled, "Conceptualizing Virtual Instructional Resource Enactment in an Era of Greater Centralization, Specification of Quality Instructional Practices, and Proliferation of Instructional Resources." Further, he has published book chapters in: Handbook of Urban Education Leadership; Handbook of Education Politics and Policy; School to Prison Pipeline; Emerging Issues and Trends in Education; Beyond Marginality; and Educational Policy Goes to School. He has also been published in the Journal of School Public Relations. Brian holds a Ph.D. in educational policy from Michigan State University and is currently finishing his J.D. from Mitchell Hamline School of Law. He holds an MA in Rhetoric and a BA in English from the University of Michigan. Brian is seeking re-election to his second term.



Maureen Donker, Mayor, City of Midland

Maureen has more than sixteen years' experience as a municipal official, having served as mayor of Midland since 2009. She has been the Executive Director of The Reece Endeavor of Midland, a community program providing homes for individuals with special needs, since 1998.

Maureen is also active in the Midland community, serving on various local and regional civic organizations. Maureen is seeking re-election to her fourth term.



Craig Stolsonburg, Village Manager, Village of Middleville

Craig has been Village Manager of Middleville since 2022. Prior to joining the village, he was a Business Solutions Professional with West Michigan Works! for six years, and began his career with twenty years in real estate. He has previously served on the Barry County Board of Commissioners for eight years, including five years as Chair.

A lifelong resident of the Middleville area, Craig is actively involved in his community, including membership in the Middleville Rotary Club and the Thornapple Area Enrichment Foundation (Past President), and sitting on the Boards of Directors for the Thornapple Credit Union and Barry County United Way. Additionally, he has coached for the Thornapple Kellogg High School wrestling and football programs,

and volunteers as a public address announcer at school sporting events. Craig is married with two adult children and enjoys spending time with family, golfing, and rooting for the Detroit Lions. Craig is seeking election to his first term.

THE CANDIDATES

Four-year terms beginning October 1, 2025

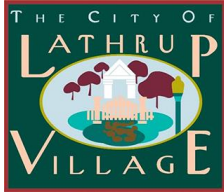


Deborah Stuart, City Manager, Mason City

Deborah Stuart has served as City Manager of Mason City since January 2016. She has more than 20 years of local and state experience in community and economic development, most recently in her role as Community Development Incentives Director for the Michigan Economic Development Corporation (MEDC). Previously, she served the MEDC as its Community Assistance Team Specialist and the City of Jackson in various economic development roles.

Deborah currently sits on the Boards of Directors for three statewide entities: the Michigan Municipal League, the Michigan Municipal League Foundation and the Michigan Municipal Executives. In addition, she is an active contributor to the 16/50 Project in Michigan, focused on increasing the number of women in local government executive positions through training, mentoring, and promotion of the field to undergraduates. Deborah holds a Bachelor's degree in Communication from

Central Michigan University and a Master's degree in Public Administration from Western Michigan University. She is a proud resident of the City of Mason with her husband and her two children. Deborah is seeking election to her first term.



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: 2nd Reading – PILOT Ordinance

Background Brief: A Payment in Lieu of Taxes (PILOT) ordinance establishes the framework for the City to enter into an agreement with a developer, where the developer pays a specified amount instead of traditional property taxes, primarily used to incentivize affordable housing projects.

The City Council has discussed a draft PILOT ordinance over the past few months and held the ordinance's first reading during the June 16, 2025, City Council meeting.

If the PILOT ordinance is approved, it would become effective 10 days after publication, meaning the City could start accepting applications within the next month.

Previous Action: June 16, 2025 – First Reading

Economic Impact: N/A

Recommendation: It is my recommendation to adopt the PILOT ordinance.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to adopt Ordinance #2025-01 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, As Amended, & scheduled a 2nd reading for July 21, 2025.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

ORDINANCE NO. 2025-01

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND THE CITY OF
LATHRUP VILLAGE CODE OF ORDINANCES AT
CHAPTER 77. URBAN REDEVELOPMENT, BY ADDING A NEW ARTICLE
ARTICLE III. WORKFORCE HOUSING PILOT, TO PROVIDE FOR
APPROVAL OF AN EXEMPTION FROM AD VALOREM PROPERTY
TAXES FOR HOUSING, AS AUTHORIZED BY PROVISIONS
OF THE STATE HOUSING DEVELOPMENT AUTHORITY
ACT OF 1966, PUBLIC ACT 346 OF 1966,
AS AMENDED, MCL 125.1401, ET SEQ.**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the “Workforce Housing PILOT Ordinance”.

PART II. ORDINANCE AMENDMENT.

Chapter 77. Urban Redevelopment, Article III. Workforce Housing PILOT, of the City of Lathrup Village Code of Ordinances is hereby added to read as follows in its entirety:

ARTICLE III. WORKFORCE HOUSING PILOT

Sec. 77-50. TITLE.

This Ordinance shall be known and cited as the “Lathrup Village Workforce Housing PILOT Ordinance.”

Sec. 77-51. PREAMBLE

It is a proper public purpose for the City of Lathrup Village to encourage the development or rehabilitation of workforce housing for persons and families whose household income is not greater than 120% of area median income by exempting such housing from all ad valorem property taxes imposed by any taxing jurisdiction and providing for payment of an annual service charge for public services in lieu of all such taxes. A PILOT, or service charge payment in lieu of taxes, is an effective means of incentivizing the construction of workforce house. A stable and predictable service charge

paid in lieu of all ad valorem property taxes for a fixed period is essential to the determination of the economic feasibility of workforce housing projects developed or rehabilitated in reliance on such tax exemption. The City is authorized by section 15a of Public Act 346 of 1966, as amended, MCL 125.1415a, to establish, or change by any amount it chooses, the service charge to be paid in lieu of all ad valorem taxes in accordance with section 15a with respect to new or rehabilitated workforce housing, but not an amount that exceeds the taxes that would be paid but for this authorization or the other limitations imposed by that section. Because workforce housing for individuals and families whose household income is not greater than 120% of area median income is a public necessity, and because the City will be benefited and improved by such housing, encouraging the same through an ad valorem property tax exemption is a valid public purpose.

Sec. 77-52. DEFINITIONS.

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

Additional Amount. Shall mean an amount equal to the difference between the following:

- (1) the millage rate levied for operating purposes by the County multiplied by the current Taxable Value of a workforce housing project for which a PILOT Resolution has been adopted, and
- (2) the amount of the annual service charge paid in lieu of ad valorem property taxes by the housing project under Sec. 77-53(C) that is distributed to the County pursuant to MCL 125.1415a(5).

Annual Shelter Rent. Shall mean the total collections during an agreed annual period from or paid on behalf of the occupants of a housing project representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants and paid for by the housing project.

Area Median Income. Shall mean the midpoint of the Detroit-Warren-Livonia, MI HUD Metro FMR (Fair Market Rent) Area's household income distribution as calculated by the U.S. Department of Housing and Urban Development.

Authority. Shall mean the Michigan State Housing Development Authority.

County. Shall mean the County of Oakland.

PILOT Resolution. Shall mean a project-specific resolution adopted by the City Council

that approves a housing project for exemption under this Ordinance.

Restrictive Covenant. Shall mean a recorded agreement between Sponsor and the City running with the land that restricts the use of the housing project to workforce housing, as defined in this Ordinance, for a period not to exceed 15 years, or such greater or lesser period of time as may be authorized by state law and as may be required by the PILOT Resolution.

Sponsor. Shall mean any person or entity applying for a workforce housing exemption under this Ordinance, and includes any person or entity who subsequently owns the housing project.

Taxable Value. Shall mean taxable value as calculated under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

Workforce housing. Shall mean rental units or other housing options that are reasonably affordable to, and occupied by, a household whose total household income is not greater than 120% of the area median income published by the United States Department of Housing and Urban Development.

Sec. 77-53. AUTHORIZATION AND ESTABLISHMENT OF WORKFORCE HOUSING EXEMPTION.

(A) The class of housing projects to which the tax exemption shall apply and for which a service charge may be paid in lieu of all ad valorem property taxes are housing projects being developed or rehabilitated for workforce housing.

(B) Subject to the recording of a Restrictive Covenant, workforce housing and the property on which such housing is or will be located shall be exempt from all ad valorem property taxes as of December 31 of the year in which construction or rehabilitation commences. Construction must start within one year of the date of the Authority's notification of exemption or such longer period of time as may be provided by the PILOT Resolution.

(C) The City will accept payment of an annual service charge in lieu of all ad valorem property taxes for public services from the owner of a housing project for which the City has received a certified notification of exemption from the Authority in accordance with the following:

1. Subject to subsections (D), (E) and (F), for a new construction project, an amount that is not less than the minimum annual amount agreed upon by the parties but not greater than an annual rate up to 10% of the Annual

Shelter Rent obtained from the project as agreed by the parties.

2. Subject to subsections (D), (E) and (F), for a rehabilitation project, an amount that is not less than the minimum annual amount agreed upon by the parties but not greater than an annual rate up to 10% of the Annual Shelter Rent obtained from the project as agreed by the parties.
3. The service charge paid in lieu of taxes shall not exceed the amount in ad valorem taxes that the Sponsor would have otherwise paid if the workforce housing project were not tax exempt.

(D) Notwithstanding the provisions of MCL 125.1415a(3)(b) and 125.1415a(7) to the contrary, upon the adoption of a PILOT Resolution and receipt of a certified notification of exemption from the Authority, a contract shall be deemed effected between the City and the Sponsor, to provide a tax exemption and accept service charge payments in lieu of taxes as previously described by this section.

(E) Notwithstanding subsection (C), the service charge paid each year in lieu of taxes for that part of a workforce housing project that is tax exempt under this Ordinance but not used for workforce housing must be equal to the full amount of the taxes that would be paid on that portion of the project as if the project were not tax exempt. The owner of the project shall allocate the benefits of any tax exemption granted pursuant to this Ordinance exclusively to workforce housing or to the maintenance and preservation of the housing project as a safe, decent, and sanitary workforce housing.

(F) The annual service charge under subsection (C) for a workforce housing project for which a PILOT Resolution has been adopted must be increased by the Additional Amount if both of the following requirements are met:

1. Not later than 45 days after the county treasurer's receipt of the certified notification of exemption, the County Board of Commissioners passes a resolution, by majority vote, that provides that the Additional Amount must be paid.
2. The approval of the resolution described in subparagraph (1) is in accordance with an ordinance or resolution adopted by the County Board of Commissioners establishing the factors to be considered when assessing whether the Additional Amount must be paid.

(G) An Additional Amount received under Section (F) must be distributed to Oakland County.

Sec. 77-54. WORKFORCE HOUSING EXEMPTION APPLICATION, REVIEW AND APPROVAL PROCESS.

(A) An applicant for a workforce PILOT must own the property that is the subject of the application or must be the purchaser under a purchaser or option agreement. The property that is the subject of the application must be zoned for the use at the time of applicant.

(B) Prior to applying for a workforce housing PILOT, the applicant is encouraged to meet with the City Manager, Zoning Administrator, and Assessor and any other person as may be designated by the City Manager and present the proposed workforce housing project. The presentation may include a description of the applicant's organizational structure, development experience, scope of the workforce housing project, location, number of units, types of units, typical floor plans, exterior elevations, schedule with projected milestones, and estimated shelter rents.

(C) The applicant shall submit its request for a PILOT using the form provided by the City and include the information identified in subsection (B) above together with zoning approval.

(D) If a complete application is received no less than 30 days prior to the next regularly scheduled City Council meeting, the city clerk will place the request on the agenda of the next regularly scheduled meeting. If the application is received less than 30 days prior to the next regularly scheduled City Council meeting, the application shall be placed on the agenda of the regular meeting that follows the next regularly scheduled meeting or the agenda for a special meeting scheduled by the City Council at the request of the applicant.

(E) When reviewing an application for a workforce housing PILOT, the decision to approve or deny the request shall be guided by the City Council consideration of the following factors:

- (1) Whether the PILOT will increase the number of available workforce housing units in the city.
- (2) Whether the PILOT will reduce the functional obsolescence of an existing building or housing unit(s).
- (3) Whether the PILOT is likely to encourage expansion of the population of city.
- (4) Whether the location of the workforce housing is consistent with the goals and objectives of the city's Master Plan.
- (5) Whether the development or rehabilitation of the workforce housing requires zoning variances and results in the continuation of a nonconforming use.
- (6) Whether the PILOT will result in the provision of housing amenities.
- (7) Whether the PILOT will facilitate provision of an attractive, viable housing

units.

(F) Approval of a PILOT for workforce housing requires a public hearing held by City Council prior to consideration of a resolution.

(G) Approval of a PILOT for workforce housing requires passage of a resolution of approval by 4 members of the City Council that includes the findings with respect to the standards of subsection (E).

(H) If the PILOT application is approved, the city clerk will deliver to the applicant a certified copy of the resolution approving the application.

(I) To defray the administrative cost of processing an applicant for a workforce housing PILOT, the City Council may include a workforce housing application fee in its annually adopted fee schedule.

Sec. 77-55. AUTHORITY AFFIDAVIT AND ASSESSOR NOTIFICATION.

(A) Following adoption of the PILOT Resolution, the Sponsor must submit an affidavit to the Authority in the form required by the Authority for certification by the Authority that the project is eligible for the workforce housing exemption.

(B) Upon receipt of notification from the Authority that the project is eligible for a workforce housing exemption, the Sponsor or the Authority must file the certified notification of exemption with the city assessor before November 1 of the year preceding the tax year in which the exemption is to be effective.

(C) Not later than 5 business days after receipt of the certified notification of exemption, the assessor shall provide a copy of the certified notification of exemption to the County Treasurer.

Sec 77-56. PAYMENT OF PILOT.

(A) The owner of the workforce housing shall remit the annual PILOT payment to the city treasurer no later than February 15th. Any PILOT payment or portion of PILOT payment remaining unpaid as of the due date shall bear interest at [1]% per month and require payment of a [3]% penalty fee. The PILOT payment shall be accompanied by an estimate of shelter rents for the current calendar year and a certified roll of shelter rents for the preceding calendar year.

(B) Except as otherwise provided in this section and Sec 77-53, any payments for public services under this Ordinance shall be distributed to the governmental units levying the general property tax in the same proportion as prevailed with the general

property tax in the previous calendar year.

(C) If the property subject to this PILOT is located within a Downtown Development Authority (DDA) district with an active Tax Increment Financing (TIF) plan, the DDA shall be entitled to capture the portion of the annual service charge that represents the incremental increase above the base taxable value established by the TIF plan, unless the City and the DDA agree otherwise to support workforce housing objectives. Any remaining funds after TIF capture, if applicable, shall be distributed to the governmental units per this section.

(D) The distribution to those governmental units shall be made as if the number of mills levied for local school district operating purposes were equal to the number of mills levied for the purposes in 1993 minus the number of mills levied under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906, for the year for which the distribution is calculated. The amount of payments in lieu of taxes to be distributed to a local school district for operating purposes under this subsection must not be distributed to the local school district but instead must be paid to the state treasury and credited to the state school aid fund established by section 11 of article IX of the state constitution of 1963.

(E) Any PILOT payment or portion of PILOT payment remaining unpaid as of the due date shall bear interest at 1% per month and require payment of a 3% penalty fee. The collection of past due PILOT payments shall otherwise be in accordance with the provisions of Chapter 211 of the General Property Tax Act, Act 206 of 1893, as amended; MCL 211.44 et seq.

Sec. 77-57. DURATION AND RECORDED RESTRICTIVE COVENANT.

(A) A PILOT Resolution shall not exceed a term of fifteen (15) years, provided that the parties may include up to three (3) five (5) year options to extend the PILOT Resolution. The party seeking to exercise an option shall provide the other party written notice ninety (90) days in advance of the expiration of the Resolution. All options require approval of a Resolution by 4 members of the City Council.

(B) A workforce housing project approved for an exemption by a PILOT Resolution shall be encumbered by a Restrictive Covenant recorded in the office of the Register of Deeds for the County.

(C) The Restrictive Covenant shall acknowledge (i) that the economic feasibility of the workforce housing project depends on the approval and continuing effect of the payment in lieu of all ad valorem taxes as approved by the PILOT resolution; (ii) the City's agreement to accept payment of an annual service charge in lieu of all ad valorem taxes in consideration of the Sponsor's offer to construct or rehabilitate workforce housing; and (iii) the amount of the annual service charge to be paid for each operating year.

(D) The Restrictive Covenant shall provide:

- (1) for the reporting and monitoring of the Sponsor's compliance with the Restrictive Covenant by annually submitting compliance reports on or before January 31, including occupancy and rent data to the City Manager, this Ordinance and the PILOT Resolution;
- (2) that the Restrictive Covenant is enforceable by the City and any Tenants to be benefitted at law or in equity;
- (3) shall provide other remedies available to the City for non-compliance, including termination of the exemption and repayment of all prior years' tax savings under the workforce housing exemption after notice and hearing, a hearing shall be scheduled within 30 days of notice; and
- (4) that the Restrictive Covenant cannot be modified or terminated except in a written instrument executed by the Sponsor or then current owner and the City.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this article is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force where they commenced.

PART VI. EFFECTIVE DATE.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2025.

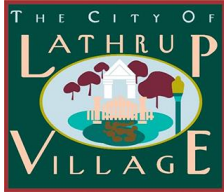
Alisa Emanuel, City Clerk

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

CERTIFICATE OF ADOPTION

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

Alisa Emanuel, City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: PILOT Application Fee

Background Brief: If the PILOT ordinance is adopted, the City Council may include a workforce housing application fee as part of the process.

Staff are recommending a non-refundable fee of \$2,300 for PILOT applications. This fee will be utilized to offset costs from staff/consultants' reviews, applicant meetings, and required public hearing notices.

Enclosed in your packet is a draft application that will be finalized post ordinance/fee adoption and include a PILOT FAQ.

Previous Action: Study Session Discussions

Economic Impact: \$2,300 per application for General Fund Revenue (will be offset with associated expenses)

Recommendation: I recommend approving the PILOT application fee.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve a \$2,300 PILOT application fee addition to the City Fee Schedule.

Kelly Garrett
 Mayor

Bruce Kantor
 Mayor Pro-Tem

Jalen Jennings
 Council Member

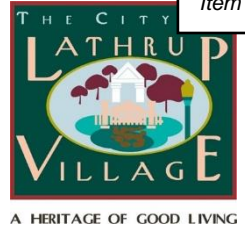
Jason Hammond
 Council Member

Maria Mannarino
 Council Member

City of Lathrup Village

Office of the City Clerk

City Hall
27400 Southfield Road
Lathrup Village, MI 48076
(248) 557-2600
aemmanuel@lathrupvillage.org



City of Lathrup Village
Payment in Lieu of Taxes (PILOT)

Municipal Review of Payment in Lieu of Tax (PILOT)
(LATHRUP VILLAGE ORDINANCE CHAPTER **XX**) – REFERENCE: POLICY NO: **XX-XX**

Dear PILOT Applicant:

Please read the following information carefully for an overview of the City's Payment in Lieu of Tax (PILOT) application process.

After you complete and submit a Payment in Lieu of Tax (PILOT) application to the City Clerk's Office, the city's review process begins. Our office will forward your application for review to various departments.

The following departments may contact you:

- City Manager
- City Civil Engineering Consultant
- City Planning Consultant
- City Clerk
- Community and Economic Development Director

Upon concurrence from all necessary departments- *applications will be placed on the appropriate City Council agenda for final approval*; applicants will be notified of this meeting.

Application Fee - All fees are to be paid in full upon submission. *Applications received without payment will not be reviewed.*

Applications for new or renewal applications Payment in Lieu of Tax (PILOT). **\$2,300**

We recognize the importance of providing you with a response as quickly as possible – the City of Lathrup Village is committed to working with you diligently. Should you have any questions, please feel free to contact me.

Best wishes in your entrepreneurial endeavors, and thank you for choosing Lathrup Village

Sincerely,

Alisa Emanuel
City Clerk



City of Lathrup Village

Application for PILOT – Payment in Lieu of Tax

Please complete the following information even if preliminary. This will help to expedite the process. We will schedule a meeting with pertinent departments and the applicant as soon as possible.

Please read the following information carefully for an overview of the City's payment in lieu of taxes application process.

Please indicate the type of application being filed (check all that apply):

- ☐ New
 - ☐ Renewal
 - ☐ Transfer of Ownership
 - ☐ Other

Applicant: _____

Developer, if different than above: _____

Name of Organization, if any: _____

Owners of Organization:_____

Address: _____

| | | | |
|--------|------|-------|-----|
| Street | City | State | Zip |
|--------|------|-------|-----|

Authorized Applicant Representative:_____

Phone No: _____ E-Mail: _____

(Must include - name, address, e-mail address and telephone number of the applying entity, and the legal entity that will own the project, if different from the applying entity. Name of applying entity's representatives, financial guarantors of the project, and name of principals of those entities, addresses, emails, and telephone numbers.)

Type of ownership of project:

- ☐ Partnership ☐ Subchapter S corporation ☐ Individual proprietorship
☐ Corporation ☐ Cooperative ☐ Limited liability company

Federal Identification No. or Social Security No. _____

If a corporation, specify the state and date of incorporation:_____

Name and title of individual to contact: _____

Email address: _____

Mailing address: _____

City, State, Zip _____ Phone No. _____

Indicate the tax incentives applied for and terms.

Property Tax Exemption Payments In Lieu of Taxes:

_____ Number of years _____ Beginning year _____ Ending year

_____ Percent of exemption _____ Amount of annual payments (attach schedule if needed)

For Transfer of Ownership Only:

TRANSFEROR: CORPORATION, INDIVIDUAL, OR PARTNERSHIP NAME:

(First, Middle, Last Name of Officers and/or Directors)

(Phone)

(Address)

(Email)

(First, Middle, Last Name of Officers and/or Directors)

(Phone)

(Address)

(Email)

Have you submitted an application for a similar request to the City of Lathrup Village? ☐ Yes ☐ No

Do you owe city funds for delinquent taxes or utilities bills? ☐ Yes ☐ No

Did you include names of **all** officers and/or directors as it relates to this application? ☐ Yes ☐ No

Check all that has been included with this application, if an item is not included; please provide a brief explanation why.

- ☐ Legal description of project's real property.
- ☐ Complete list of owners/ownership interests of the project.
- ☐ Background information on applicant and guarantors, including development experience, if any, and all other relevant information pertaining to the PILOT project.
- ☐ Site plan.
- ☐ Attach a detailed narrative describing the PILOT – Include in this section the following:
 - a. Intended usage/target market
 - b. Economic impact
 - c. Environmental impact, including any measures taken to mitigate negative impact or improve the natural environment
 - d. Impact on City infrastructure, including transportation and utilities
 - e. Impact on City services, such as police, fire, emergency medical transport, code enforcement
 - f. Square footage of the building and land area to be renovated
 - g. Architectural renderings, including number and types of units
 - h. Any other information needed to fully explain the project
- ☐ Will the project be located in a new structure or an existing facility?
- ☐ If existing facility, when was it constructed?
- ☐ If new construction, complete the below questions:
 - ☐ Estimated start date for construction of the project outlined in this application.
- ☐ Describe the marketing plan for the project, identifying the intended market. List the types of lessees anticipated. If the project is speculative, how long is full occupancy expected to take and who will manage the project?
- ☐ Briefly describe the ownership and tax information for this project. Include in this section the following:
 - a. State the location of the proposed project by street address and legal description
 - b. Name the property owner at the time of application submittal
 - c. If the applicant does not presently own the property, attach a valid option to purchase the property
 - d. Describe any and all existing financing, options, and liens on the property

- e. State the tax parcel number for all property involved with the project and the current assessed value of the property
- f. Are any assessments presently under appeal? If so, describe the status of the appeal(s)
- g. Will the Project result in the subdivision of any present tax parcel?

- ☐ Provide a detailed development pro forma outlining proposed hard, soft, and financing costs associated with proposed development. Pro forma must also identify all sources of financing and terms, including Applicant equity, construction and permanent financing and any government assistance. Proposals will contain detailed cost breakdowns.
- ☐ Provide a detailed operating pro forma that will include all anticipated major revenues and expenses for the full term of the requested PILOT.
- ☐ Are changes proposed to the public space around the project (Example; sidewalks, lighting, and planting)? If yes, describe.
- ☐ State proposed time schedule for the project including anticipated dates for the following:
 - a. Closing of the loan or contributing financing availability
 - b. First expenditure of funds with regard to the project
 - c. Anticipated date construction will begin
 - d. Anticipated completion date
- ☐ Financial Background:
 - a. Attach current audited financial statements of the applicant and guarantors. If audited financial statements are unavailable, please submit non-audited statements
 - b. State the relationship any applicant or grantor has had with any accounting firm over the last five years and reason for change, if any
 - c. Give three credit references for the applicant
- ☐ Development Team: Name any of the following that will be involved with the Project (with mailing addresses, e-mail addresses, and phone numbers):
 - a. Applicant Primary Point of Contact
 - b. Architects and engineers.
 - c. Construction Project Manager
 - d. General Contractor for project
 - e. Other professionals
- ☐ Please describe any potential conflicts of interest the applicant or any guarantor may have with any City Personnel or City Council members.
- ☐ Describe the following as to any applicant, guarantor, or other person involved with this project:
 - a. Any pending civil litigation involving this property or other business holdings
 - b. Any pending criminal proceedings involving this property or other business holdings
 - c. Any conviction, or other pending criminal matter, that is for any felony offense or any theft-related misdemeanor, involving this property or other business holdings

- ☐ Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA.

Applicant or applicant's representatives must execute the following statement and provide it as part of the application.

The person(s) completing this application hereby declares that:

1. They will not violate any of the laws of the State of Michigan or of the United States or any ordinance of the City.
2. Should any of the information provided in this application or any attachment thereto change during the term of the license or any renewal thereof, they will notify the City Clerk in writing within thirty (30) days of such change.
3. They have contacted the Michigan State Housing Development Authority (MSHDA) to ensure eligibility.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

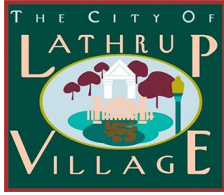
Date: _____

Authorized Applicant Representative:

(Please print)

(Signature)

Alisa Emanuel
City Clerk
(248) 663-6037
Aemanuel@lathrupvillage.org
www.Lathrupvillage.org



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Sign Ordinance Amendment

Background Brief: Over the past few months, the Council has discussed modifying the City’s existing sign ordinance, related to sign illumination and temporary signs. This update has specific references to window signs (electronic and non-electronic). Enclosed in your packet is an updated ordinance to reflect those discussions.

Previous Action: Study Session Discussions

Economic Impact: N/A

Recommendation: I recommend approving the 1st reading and scheduling the 2nd.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the 1st reading of Ordinance #2025-03 – An Ordinance to Amend Article 2 Sign Ordinance and
 schedule the 2nd reading for August 18, 2025.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN
AN ORDINANCE TO AMEND ARTICLE 2 SIGN ORDINANCE,
OF THE CITY CODE FOR THE CITY OF LATHRUP VILLAGE.

An ordinance to amend the City of Lathrup Village Sign Ordinance to amend definitions related to signs and amend the Sign Ordinance with updated provisions and regulations relating to sign illumination and temporary signs.

THE CITY OF LATHRUP VILLAGE ORDAINS:

Section 52-21 Intent.

1. **Intent.** These regulations establish rules and standards for the construction, location, maintenance and removal of privately-owned signs. Directional, emergency, or traffic-related signs owned by city, county, state or federal government agencies are not regulated by this chapter.

The execution of these regulations recognizes that the purpose of this chapter is to protect the dual interest of the public health, safety and welfare and to ensure the maintenance of an attractive physical environment while satisfying the needs of sign users for identification, communication, and advertising. In order that such purposes can be achieved, the following objectives shall be applied for this chapter and any future additions, deletions and amendments:

- A. **General.** Ensure that signs are located, designed, constructed, installed and maintained in a way that protects life, health, morals, property and the public welfare
- B. **Public Safety.** Protect public safety by prohibiting signs that are structurally unsafe or poorly maintained; that cause unsafe traffic conditions through distraction of motorists, confusion with traffic signs, or hindrance of vision; and that impede safe movement of pedestrians or safe ingress and egress from buildings or sites
- C. **Protect Aesthetic Quality of Districts and Neighborhoods.** Prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views; preventing intrusion of commercial messages into non-commercial areas; and eliminating signs and sign structures on unused commercial properties. Also, to avoid glare, light trespass, and skyglow through selection of fixture type and location, lighting technology, and control of light levels;
- D. **Free Speech.** Ensure that the constitutionally guaranteed right of free speech is protected and to allow signs as a means of communication;
- E. **Reduce Conflict.** Reduce conflict among signs and light and between public and private information systems
- F. **Business Identification.** Allow for adequate and effective signage for business identification and other commercial speech, non-commercial speech, and dissemination of public information, including but not limited to, public safety information and notification as may be required by law.
- G. **Foster Economic Development.** Ensure that signs are located in a manner that does not cause visual clutter, blight, and distraction, but rather promotes identification and communication necessary for sustaining and expanding economic development in the City.

- H. Recognize Unique Areas. Acknowledge the unique character of certain districts, e.g., the Village Center and Mixed Use districts, and establish special time, place and manner regulations that reflect the unique aesthetic, historical, and/or cultural characteristics of these areas.

Section 52-22 Definitions

Abandoned sign means a sign which no longer advertises or identifies a business, lessor, owner, or activity conducted upon, or product available on or off the premises where such sign is displayed.

Add-on sign means a secondary sign that is attached to another sign, including a building sign, or to a sign support for another sign.

A-Frame sign – See “pedestrian sign”.

Ancillary sign is a sign that is secondary to the use of the building or business.

Animated sign is a sign that uses movement or change of lighting, including a flashing sign, to depict action or create the effect of a scene. Such a sign does not include changeable copy signs (see “Changeable Copy Sign”).

Banner means a temporary sign that is produced on a non-rigid surface on which copy or graphics may be displayed.

Billboard - See “off-premise sign”.

Blade sign means a sign that is suspended from an overhang, canopy, marquee, or awning and hangs perpendicular to the building wall. An 8-foot clearance is required between a blade sign and finished grade.

Building frontage is the portion of the side of a building occupied by a single business where the main entrance of the business is located. Only one entry can be considered the main entrance for the business.

Building façade is the portion of any exterior elevation of a building extending vertically from grade to the top of a parapet wall or eaves and horizontally across the entire width of the building elevation.

Changeable copy sign means a sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the message changes more than eight times per day shall be considered an animated sign and not a changeable copy sign for purposes of this chapter.

Channel letter sign means a sign comprising individual letters that are independently mounted to a wall or other surface and internally illuminated with a covered translucent face.

Cladding is a non-structural covering designed to conceal the actual structural supports of a sign.

Copy is the words, letters, numerals, figures, designs, symbols, insignia, trademarks, and background on a sign surface in either permanent or changeable form.

Copy area is the area of a sign that contains the copy, excluding any framing.

Display window means any glass or other translucent material comprising a panel, window or door through which a window sign would be visible to the general public from any sidewalk, street or other public place.

~~Electronic Window Sign~~ Any window sign that uses LED, LCD, neon, or similar technologies to display illuminated content.

Feather (or flutter) sign means any sign that is comprised of material that is suspended or attached in such a manner from a pole or stake as to attract attention by waving and/or fluttering from natural wind currents. It also includes similar signs that do not move or flutter.

Flashing sign means illuminated sign on which the artificial light is not maintained stationary or constant in intensity and color at all times when such sign is in use.

Halo sign means a sign illuminated such that light from the letter is directed against the surface behind the letter producing a halo lighting effect around the letter. Also known as a “backlit” sign.

Inflatable sign means a sign consisting of a balloon or other gas filled structure.

Marquee sign means a display sign attached to or hung from a marquee canopy or other covered structure projecting from and supported by the building and extending beyond the building wall or building line.

Master sign plan means a plan designed to show the relationship of signs for any cluster of buildings or any single building housing a number of users or in any arrangement of buildings or shops which constitute a visual entity as a whole.

Monument sign means a sign extending upward from grade which is attached to a permanent foundation for a distance of not less than 50 percent of its length, and which may be attached or dependent for support from any pole, posts, or similar uprights provided such supports are concealed within the sign structure.

~~Neon sign (see “Outline Tubing Sign”).~~

Non-conforming sign means any sign which was lawfully erected prior to the effective date of this ordinance governing signs in the City of Lathrup Village but which is no longer in compliance with current ordinance standards.

Off-premises sign means a display sign that contains a message unrelated to or not advertising a business transacted or goods sold or produced on the premises on which the sign is located.

On-premises sign means a sign which advertises or identifies only goods, services, facilities, events, or attractions on the premises where located.

~~Outline tubing sign is a sign consisting of glass tubing filled with neon or other material, which glows when electric current is passed through it.~~

Pedestrian sign means a sign near street or sidewalk level, oriented and scaled to the pedestrian rather than the motorist. Such signs shall be self-supporting, as with an A-frame type sign, and not be permanently installed.

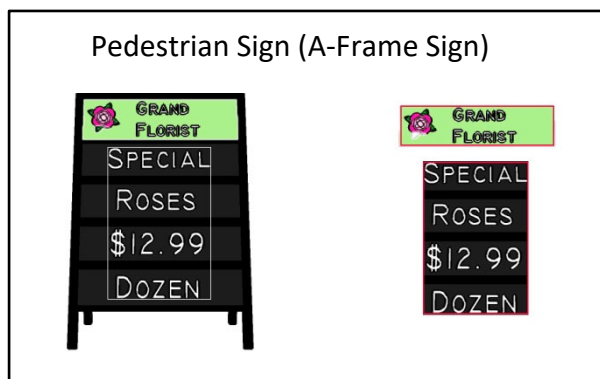
Pole sign means a permanent sign that is mounted on a freestanding pole(s) or other support that is placed on, or anchored in, the ground and that is independent from any building or other structure

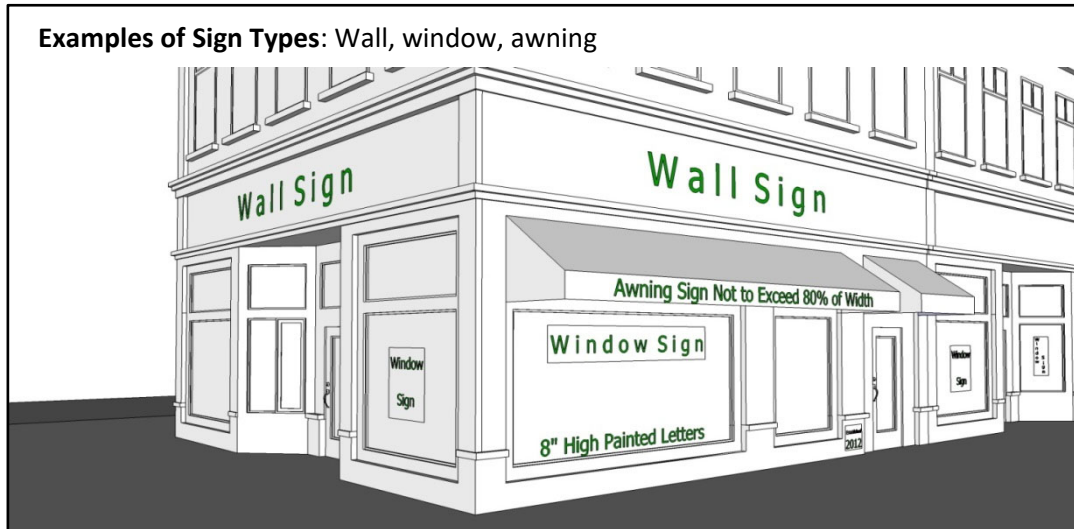
Projecting sign means a sign which is affixed to any building or structure other than a marquee, and any part of which extends beyond the building wall and the horizontal sign surface is not parallel to the building or structure.

Roof sign means any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure.

Sign means any words, numbers, figures, presentations, designs, objects, trademarks, inflatables, announcements, pennants, emblems, banners, pictures or other symbols or similar devices which attract attention or make known such things as an individual, firm, profession, business, event, commodity or service and which are visible from the street, public right-of-way, or place that is open to the public, such as a private parking lots for shopping centers and office buildings. Sign shall include any structure designed to be used for such display. For the purpose of removal, such term shall also include sign supports. A sign shall not include any of the above that is customarily affixed to a person or clothing that is being actively worn by a person.

Sign area is the surface display area of a sign. The area of a sign shall be calculated by means of the smallest square or rectangle that will encompass the extreme limits of the writing, representation, emblem, logo or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, except that lower case letters with ascenders and descenders that extend beyond the limits of the sign height by a maximum of 12 inches, will not be calculated into the total sign area (See graphic). In the case of a flat, 2-sided sign, the surface area of the sign shall only be calculated on one side of the sign. In the case of a multiple-faced sign, the area of all faces shall be considered as one surface (see graphic).





Sign height shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of: (1) existing grade prior to construction; or (2) mounding or excavating solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zoning lot, whichever is lower.

Temporary sign means a sign that is not attached to a permanent supporting structure on the real estate on which the sign is located and is intended to be displayed for a limited period of time.

Village center district shall mean the zoning district created by the City of Lathrup Village Zoning Ordinance.

Wall sign means a sign attached to or erected against the wall of a building with the face in a plane parallel to the plane of the building wall.

Window sign means a sign displayed and visible through building glass area from a sidewalk, street or other public place which may or not be, painted or affixed on the interior glass or other window material. Window signs shall include both electronic and non-electronic signs displayed and visible through the building glass area.



SUBDIVISION

Individual Copy on Freestanding Sign

Calculate sign area defined by imaginary panel drawn around outside of copy



SUBDIVISION

Copy on Oval Panel of Freestanding Sign

Calculate sign area defined by imaginary panel drawn around actual oval panel



SUBDIVISION

Individual Copy and Logo on Freestanding Sign

Calculate sign area defined by imaginary panel drawn around outside of copy and logo. Add together for total sign area



RESTAURANT

Individual Copy on Wall Sign – Letters Placed on Building

Calculate sign area defined by imaginary panel drawn around outside of copy

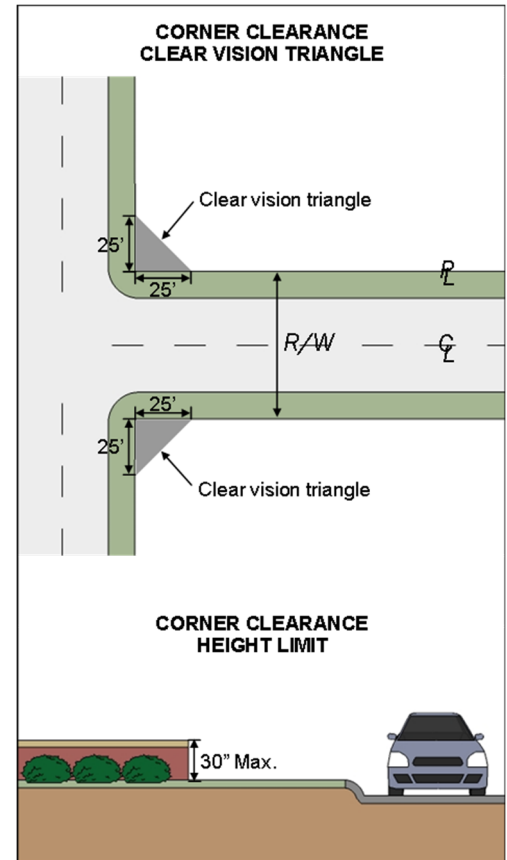
Sign Area Calculation Guidelines

cafe & bakery

Ascenders and Decenders Extending Up to 12 inches Beyond the Sign Area Rectangle Will Not Count Towards the Total Sign Area Calculation

Section 52-23 General Requirements

- A. All signs shall complement the building for which they are serving in terms of color, materials and design.
- B. A clear vision zone shall be free of all signs except public safety signs.
- C. No sign shall interfere with, obstruct the view of, or cause confusion with any authorized public sign, signal or device.
- D. All signs shall comply with the requirements of the City of Lathrup Village Building Code. All letters, figures, characters, insignia or representations upon any sign shall be safely and securely attached.
- E. If a property line, easement or right-of-way line is altered in a manner that affects the setbacks required by this Ordinance, a new sign permit or variance must be obtained.
- F. A sign requiring a permit may be relocated on the same premises provided that a new sign permit is obtained and all requirements are met.
- G. No sign shall be located in or project into a public right-of-way or private road or dedicated easement, except governmental signs and signs installed by the applicable road agency or utility company, or as otherwise expressly permitted in this section.
- H. Paper sheets shall not be applied in any manner to any sign or any building, except any allowed window signs as otherwise permitted in this Ordinance.
- I. Nothing in this ordinance shall be construed to prohibit non-commercial messages on signs that are otherwise allowed herein.
- J. No sign, sign structure or sign support shall project over the roof of any building, nor obstruct or obscure any building windows or significant architectural elements. All signs shall be maintained in good condition.
- K. Illumination.
 - a) The illuminance of any sign, as measured at the property line of the lot on which the sign is located, shall not exceed .3 footcandles above ambient light conditions from dusk to dawn.
 - b) Illuminating devices for signs shall comply with the City of Lathrup Village Electrical Code.
 - c) The light for any illuminated sign shall be so shaded, shielded or directed that the light intensity or brightness meet the requirements of Section 5.8 of the Zoning Ordinance.
 - d) The source of illumination may be internal or external but shall not be both internal and external. The source of the light shall not be exposed.



d)e) Glare control for sign lighting shall be achieved through the use of full cutoff fixtures, shields, and baffles, and appropriate application of fixture mounting height, lumens, aiming angle, and fixture placement.

f) Backlit signs shall use only white light for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign elements.

e)g) Electronic window signs shall only be illuminated or operational during the business's operating hours. Electronic window signs must be turned off or set to a non-illuminated state within 30 minutes after the business closes to the public and shall remain off until the business reopens.

- L. Signs shall not have scrolling, blinking, flashing, animated or fluttering lights or other illuminating devices which have a changing light intensity, brightness or color.

Sections 52-24 Sign Types Permitted by District

| 52-24. Sign Types Permitted by District | | | | |
|--|---|--------------------------------|---------------------------------------|--|
| A. Residential Districts (R-1, R-2, R-3). Permits required, unless otherwise noted | | | | |
| Sign Type | Location | Max. Sign Surface Display Area | Max. Height | Number |
| Residential Use Monument Sign See Section 52-25.A. | At entrance road for subdivision development within boulevard median or 10 ft from street right-of-way line | 32 sq ft per side | 5 ft from ground level to top of sign | 1 per subdivision development entrance |

| 52-24. Sign Types Permitted by District | | | | |
|--|--|--|----------------------------------|---|
| B. Office Districts (O & GO). Permits required, unless otherwise noted | | | | |
| Sign Type | Location | Max. Sign Surface Display Area | Max. Height | Number |
| Principal Wall Signs | On principal building façade to be placed at the sign band, when provided. | Setback from lot line from 0 to 100 ft: 10% of ground floor, street-facing building face up to 64 sq ft Setback more than 100 ft: 15% of ground floor, street-facing building face up to 64 sq ft | Not to exceed height of building | 1 per business with individual exterior entrance or, if a common entrance is provided, one per building |

| | | | | |
|--|---|--|---------------------------------------|--|
| Ancillary wall sign | At a building entrance | 10 sq ft | Not to exceed height of building | 1 per building |
| Monument sign See Section 52-25.A. | At the property entrance, setback 10 ft from street right-of-way line | 32 sq ft per side | 5 ft from ground level to top of sign | 1 per parcel. 1 additional sign is permitted if the parcel has more than 100 feet of frontage on 11 or 12 Mile Roads provided they are separated by 100 ft. minimum. |
| <u>Window Sign— No permit required</u> | <u>In business windows</u> | <u>Ten (10) percent of the total glass area on that side of the building and on the floor where the sign will be located</u> | <u>=</u> | <u>=</u> |
| Other signs | See Section 52-25.E | | | |

52-24. Sign Types Permitted by District

C. Commercial Districts (CV). Permits required, unless otherwise noted

| Sign Type | Location | Max. Sign Surface Display Area | Max. Height | Number |
|-----------------------|---|---|----------------------------------|--|
| Principal Wall Signs | On principal building façade to be placed at the sign band, when provided. | 0-100 ft setback from lot line: 10% of ground floor, street-facing building face up to a maximum of 64 sq ft 100+ ft setback from lot line: 15% of ground floor, street-facing building face up to a maximum of 64 sq ft | Not to exceed height of building | 1 per street level business with principal building frontage. Corner buildings shall be permitted 1 on each frontage |
| Rear façade wall sign | On rear façade of building when parking provided in rear yard or when rear façade faces a street. | 24 sq ft | Not to exceed height of building | 1 per building |

| | | | | |
|--|---|--|---|--|
| Ancillary wall sign | At a building entrance | 10 sq ft | Not to exceed height of building | 1 per building |
| <u>Window Sign— No permit required</u> | <u>In business windows</u> | <u>Ten (10) percent of the total glass area on that side of the building and on the floor where the sign will be located</u> | = | = |
| Monument sign See Section 52-25.A | 10 ft. from street right-of-way line | 42 sq ft per side | 6 ft from ground level to top of sign | One per parcel, except multiple-tenant building with 100 ft or more contiguous frontage on 11 Mile, 12 Mile or Southfield Roads may have two signs, separated by 100 ft. minimum |
| Other signs | See Section 52-25.E | | | |

52-24 Sign Types Permitted by District

D. Pedestrian-Oriented Business Districts (MX and Village Center). Permits required, unless otherwise noted

| Sign Type | Location | Max. Area | Max. Height | Number |
|---|---|---|---------------------------------------|--|
| Wall Sign | On principal building façade at the sign band | 10% of ground floor street-facing building face up to a maximum of 64 sq ft. | Not to exceed height of building | 1 per street level business with building frontage. Corner buildings shall be permitted 1 on each frontage |
| Projecting Sign or Blade sign See Section 52-25.D. | i. At least 8 ft. above ground level ii. No closer than 20 ft to another such sign iii. No higher than the 2nd floor of a multi-story building | 16 sq. ft. total | 4 ft. from bottom edge of sign | 1 per occupant at street level |
| Window Sign— No permit required | In business windows | Ten (10) percent of the total glass area on that side of the building and on the floor where the sign will be located | — | — |
| Rear façade wall sign | On rear façade of building when parking provided in rear yard or when rear façade faces a street. | 24 sq ft | Not to exceed height of building | 1 per building |
| Monument sign (in MX district only) | 10 ft minimum front and side yard setbacks | 40 sq ft per side | 5 ft from ground level to top of sign | 1 per parcel |
| Temporary Pedestrian or A-Frame Sign — No permit required. See Section 52-25.C. | i. May be located in public right-of-way, but shall maintain 4 ft clear pedestrian area on sidewalks and be setback 4 feet from the back of curb. ii. No closer than 20 ft. from another such sign | 6 sq ft per side | 4 ft from ground level to top of sign | 1 per business |
| Other signs | See Section 52-25.E | | | |

Section 52-25. Additional Requirements for Sign Types that Require a Permit.

A. Monument Signs.

- i. The total area, including the sign and all supporting structure components for monument signs, shall be limited to no more than three times the size of the sign surface display area of the sign.
- ii. Unless a monument sign is mounted on a natural feature, such as a boulder, the monument sign shall have a minimum twelve (12) inch high base, constructed of clay brick or integrally colored concrete brick, stone, marble, decorative metal or other similar masonry materials.
- iii. The street number must be affixed on the sign face or on the supporting structure of monument signs and must be kept visible from the adjacent street. Street numbers must use minimum eight (8)-inch tall letters or characters. The street number does not count toward the total sign display area.
- iv. The minimum height of all letters and numbers on a monument sign shall be as follows:

| Posted Roadway Speeds | Minimum Letter and Number Height |
|-----------------------|----------------------------------|
| 45 mph or greater | 6 inches |
| 30-40 mph | 4.5 inches |
| 25 mph or less | 3 inches |

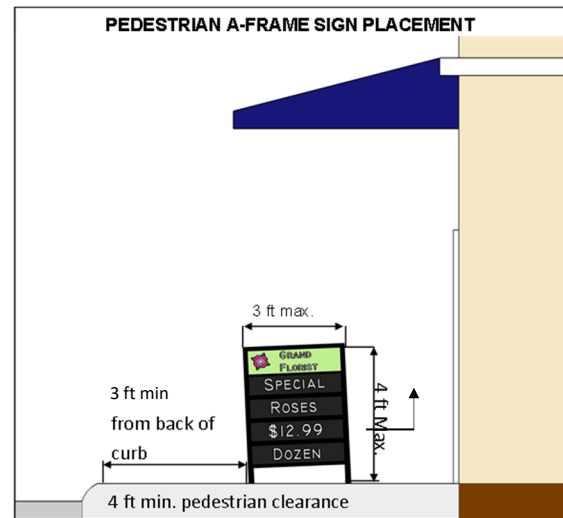
The height of letters and numbers on an incidental message or within a logo may be less than stated above, provided the primary message meets the above standards. In no case shall letters or numbers less than the above standards comprise more than ten percent of the total sign area.

B. Wall Signs.

- i. Wall Signs shall be flush-mounted, shall not be mounted on the roof of any building and shall not project above the roofline. Wall Signs shall not cover any portion of a wall opening. Wall Signs shall not project beyond the top or ends of the wall to which they are attached; however, letters may extend beyond the top and in front of the advertising structure. Wall Signs shall not protrude more than twelve (12) inches measured from the wall to which it is attached.
- ii. Wall Signs shall be safely and securely attached to structural members of a building by means of metal anchors, bolts, or expansion screws. All wall sign anchoring devices shall meet the standards of the City Building Code. No nails, tacks, or wires shall be permitted to protrude from the front of any sign.
- iii. Wall Signs shall not exceed a width of more than two-thirds of the subject building frontage.
- iv. Any building or sign damage created due to the removal or replacement of a wall sign must be repaired.
- v. Wall Signs are not allowed on property used for single-family or duplex residential purposes.
- vi. Wall Signs shall not be painted directly on a building.

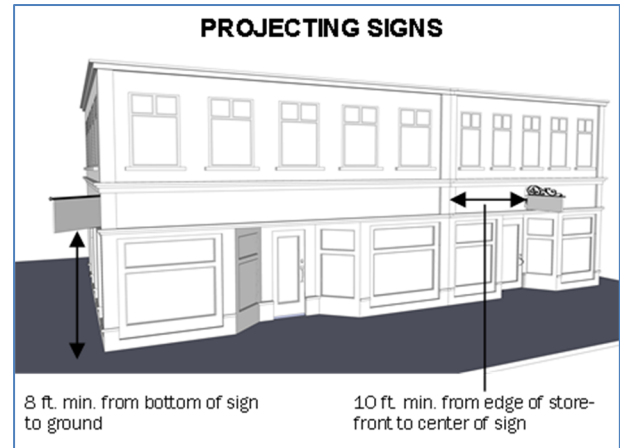
C. Temporary Pedestrian or A-Frame Signs:

- i. A-Frame Signs shall be permitted in the following districts: MX and Village Center Districts.
 - ii. The area of the A-frame sign shall not exceed six (6) square feet per side or a total of 12 sq ft total.
 - iii. One (1) such sign shall be permitted per customer entrance or per on-site business, whichever is less.
 - iv. The sign height of the sign structure shall be no greater than four (4) feet and the width shall be no greater than three (3) feet.
 - v. The sign shall not be illuminated in any manner.
 - vi. The sign shall be located a minimum of three (3) feet from the back of street curb and it shall not be located in a manner as to interfere with vehicular or pedestrian traffic flow or visibility. A four (4) ft minimum pedestrian clearance area is required.
 - vii. The sign is permitted only during operating business hours or from the hours of 6:00am to 10:00pm, whichever is less, and must be stored inside when the establishment is not open to the general public.
 - viii. A-Frame signs shall be spaced a minimum of 20 feet apart.
 - ix. The sign must be professionally constructed of weather-proof, durable material, and kept in good repair.
 - x. The sign shall have a black or silver/gray frame. Changeable message panels shall be either professionally printed or white changeable letters shall be used on a black or dark color background. A "blackboard-style" message area, similar to those used for daily restaurant specials, may all be used for all or a portion of the sign area.
 - xi. The signs shall not be illuminated, nor shall they contain moving parts, or have balloons, windsocks, pinwheels, streamers, pennants, or similar adornment attached to them.
- D. Projecting Signs.** Projecting signs are for the primary benefit of pedestrians and are encouraged to be decorative in design. Such signs shall only be permitted under the following provisions:
- i. Projecting signs shall only be permitted in the MX and Village Center districts.
 - ii. Projecting signs shall be placed on the sign band, when provided, unless a wall sign prohibits placement there.



iii. Projecting signs shall be a minimum of 8 feet above ground level, shall be placed no closer than 20 feet from another projecting sign (measured center of sign to center of sign), shall be no taller than 4 feet above the bottom edge of the projecting sign, shall be no greater than 16 square feet in area, and shall project no farther than 4.5 feet from the façade.

iv. Projecting signs shall be placed no closer than 10 feet to the horizontal edge of the storefront façade associated with the subject establishment provided; however, that this subsection shall not apply to the corner portion of a corner building.



v. Projecting signs shall have a maximum depth (thickness) of 2 feet; however, up to 33 percent of the sign may be up to 4 feet thick in order to provide for creative sign design.

vi. Support structures for projecting signs shall be constructed of a material and color to match the sign and complement the building.

E. Other Signs.

i. ~~Outline Tubing~~Electronic Window Sign: ~~Outline tubing~~Electronic window signs are limited to two square feet and ~~two~~one per business.

iii. ii. Parking of Vehicles Displaying Signs. Mobile signs are prohibited. Commercial vehicles and trucks 1) displaying signs that are typically found on said vehicles and 2) that have a primary function of carrying goods or people, not advertising, may be permitted to park on the site of the principal use provided parking shall be in a rear or interior side yard.

F. **Temporary Signs.** Temporary signs shall be permitted as follows:

| 52-25 F. Maximum Area per Sign Face, Maximum Height, and Allowed Type of Temporary Signs | | | | |
|--|-----------------|---|-------------------------------------|-------------------------------|
| District | Permitted Types | Maximum Area of All Temporary Signs by Type | Maximum Area of Any Individual Sign | Maximum Height (Freestanding) |
| (1) Residential (no permits required) | Freestanding | 24 square feet, except that an additional 6 square feet of signage is permitted when a property is available for sale or lease. | 6 square feet | 5 feet |

| | | | | |
|---------------------|-------------------|--|--|--------|
| | Wall ¹ | 3 square feet per building in single family residential districts; 12 square feet per building in multiple family residential districts. | 3 square feet in single family districts; 12 square feet per building in multiple family residential districts | |
| (2) Non-Residential | Freestanding | 32 square feet, except that an additional 12 square feet of signage is permitted when a property is available for sale or lease. | 32 square feet | 6 feet |
| | Wall ¹ | 20 square feet | 20 square feet | |

¹The display period for temporary wall signs shall be limited to a total of twenty-eight (28) days per calendar year. Such signs shall not be displayed for any continuous period greater than fourteen (14) days. After this time expires, the sign shall be removed. See Section 52-27 for permit requirements.

- i. Freestanding temporary signs shall be setback five feet from all property lines. The maximum display time of freestanding temporary signs is 65 days. After this time expires, the sign shall be removed. Once the temporary sign is removed, there shall be a gap of at least thirty (30) days between display of the same temporary sign on the same zoning lot.
- ii. Notwithstanding the above, 3 square feet of temporary freestanding or temporary wall sign area is allowed on each zoning lot at any time and without expiration of display time. The area of this sign is counted towards the area maximum in Table 8.A.
- iii. When all or a portion of a building or land area on a zoning lot is listed or advertised for sale or lease, the maximum display time for temporary signs shall be the duration the building, building unit or land is listed or advertised for sale or lease. Once a building unit is leased or sold, the sign shall be removed if it has been displayed for more than 65 days. In all cases, the sign area limits in the Table 8.A. shall apply.
- iv. Temporary signs shall be constructed of durable, all-weather materials and designed to remain in place and in good repair so long as they remain on display; provided, however, that each zoning lot may have one temporary freestanding sign up to three square feet constructed of any non-illuminated material. All temporary freestanding signs larger than six square feet shall have a frame or rigid border.
- v. Temporary signs shall be subject to the maintenance standards of this section.

52-26 Signs Not Requiring a Permit.

- A. Changing advertising copy on an approved sign

- B. Painting, repainting, cleaning and other normal maintenance and repair of a sign or a sign structure.
- C. **Traffic control signs on private property**, such as "Stop," "Yield," restricted parking, and similar signs, the face and size of which meet traffic engineering standards.
- D. **House number signs**. A sign bearing the house number shall not exceed two square feet in area and shall be illuminated only by the reflector method, placed behind the building line and erected so that the light source is not visible from outside the premises.
- E. **Signs** up to one per non-residential driveway, limited to two square feet per sign and a maximum height of two and one-half feet.
- F. Signs up to two (2) square feet, limited to one for each occupant of a multi-tenant building at each entrance.
- G. **Window signs**. Window signs shall be permitted for non-residential uses. Window signs, both electronic and non-electronic, on a building side shall not exceed ten (10) percent of the total glass area on that side of the building and on the floor where the sign will be located. Window signs shall include permanent and temporary decals and static vinyl clings that are visible from the exterior. Such signs shall be calculated on the full extent of the graphic representation, regardless of its opacity.
- H. **Flags**: Flags of any country, state, municipality or similar entity shall be displayed on a flagpole or similar support, setback a minimum of 5 ft from any property line. The maximum height shall not exceed 30 feet. The total number of flags on any lot shall not exceed four (4).

Section 52-27 Permitting - Sign Permit Application Requirements.

- A. Sign permits shall be issued by the Planning and Zoning Administrator or his/her designee upon approval of a written application. Where electrical permits are required, they shall be obtained at the same time as the sign permit.
- B. The permit application shall identify the following:
 - i. Name and address of the sign owner and the property owner
 - ii. Name and address of the person who will erect the sign
 - iii. Location of the sign
 - iv. Drawing in color showing design, size, height, materials
 - v. Topography of land in the parcel
 - vi. Any other pertinent information the Administrator may require to ensure compliance with the ordinances of the City.
 - vii. Fees for sign permits shall be set by the City Council.
 - viii. A sign permit shall expire if the sign for which the permit was issued has not been erected within six (6) months of issuance of the permit.
 - ix. All plans shall address the removal of all previously installed signage and repairs to mounting surfaces impacted by previous mountings.
- C. The Planning and Zoning Administrator or his/her designee shall consider and deny, approve, or approve with conditions, all sign applications for which an application is made and a review fee is

paid. The Planning and Zoning Administrator may initiate a review by the Downtown Development Authority, if the site falls within the DDA district.

Section 52-28 Prohibited Signs. The following signs are prohibited:

- A. Add-on signs
- B. Animated signs
- C. Beacon lights
- D. Banners (except street banners advertising community/special events)
- E. Feather and flutter signs
- F. Festoons
- G. Inflatable signs
- H. Mirrors or mirrored signs
- I. Moving signs
- J. Obsolete signs
- K. Pennants
- L. Pole signs
- M. Roof signs
- N. Snipe signs

Section 52-29 Non-conforming Signs

- A. A non-conforming sign may remain as long as the sign is properly maintained and not detrimental to the health, safety and welfare, except as provided in subsection F, Amortization, below.
- B. If the property upon which the sign is located is vacant and the previous use is abandoned, the entire sign (including above-ground base, height, poles, size, wires, panels and any other element) shall be removed within 30 days of the property becoming abandoned.
- C. A non-conforming sign shall not:
 - i. Be relocated, expanded or changed, except as to periodic message changes.
 - ii. Be structurally altered so as to prolong the life of the sign or to change the shape, size, type, placement or design of the sign.
 - iii. Be altered or repaired after being damaged if the repair or the re-erection of the sign would cost more than fifty percent (50%) of the cost of a similar sign.
- D. For the purpose of this Section of the Ordinance, the terms "altered", "repaired", "changed" and "expanded" shall not include normal maintenance, reducing the copy area, changing copy, changing ornamental molding, frames or other such features or landscaping below the copy area, installing or changing electrical wiring.

- E. If a property line, easement or right-of-way line is altered that affects the setbacks required by this Ordinance, the owner of the sign, building or property shall either (1) remove the non-conforming sign, (2) conform with this Ordinance, or (3) apply for a variance.
- F. Amortization. Any existing sign that does not comply with all of the provisions of this Article 2, Sign Ordinance, on the effective date of the ordinance:
 - i. Shall not be changed to another type of sign which is not in compliance with this chapter.
 - ii. Shall not be structurally altered so as to prolong the life of the sign or so to change the shape, size, type, or design of the sign.
 - iii. Shall not have its face or faces changed unless the sign is brought into conformance with the requirements of this chapter, or unless the sign is an off-premises sign or billboard constructed to permit a change of face.
 - iv. Shall not be re-established or otherwise used, after the activity, business or usage to which it relates has been discontinued for a period of 90 days or longer.
 - v. Shall not be re-established after damage or destruction if the estimated expense of reconstruction exceeds 50% of the appraised replacement cost as determined by the building official.
 - vi. Shall not ever be placed, maintained, or displayed by someone other than the person who owned the premises on the date of adoption of the ordinance from which this chapter is derived.
 - vii. Shall not be placed, maintained, or displayed by any person or entity on or after December 31, 2025~~0~~.

Section 52-30 Maintenance.

- A. Damaged or Abandoned Signs.
 - i. Signs which are broken, torn, bent or whose supports are broken, bent or damaged, and signs that are not reasonably level and plumb shall be repaired and installed in a manner prescribed by the Enforcement Officer and / or Building Official, but in no case shall repair requirements exceed building code requirements and the original condition of the sign and/or its supports.
 - ii. Abandoned signs shall be removed or put into service. Removal of such signs shall include removal of the poles and/or supports.
- B. All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this Code. Failure to comply with this section may result in action by the Enforcement Officer or Building Official to rescind the permit with subsequent removal of the entire structure.
- C. A sign shall have no more than 20 percent of its surface area covered with disfigured, cracked, ripped or peeling paint, poster paper or other material for a period of more than 30 successive days.
- D. A sign shall not stand with bent or broken sign facing, with broken supports, with loose appendages or struts, or more than 15 degrees from vertical for a period of more than 30 successive days, unless determined by the Building Official to pose a safety hazard, in which case immediate action may be required.

- E. A sign shall not have weeds, trees, vines, or other vegetation growing upon it, or obscuring the view of the sign from the public right-of-way from which it is to be viewed, for a period of more than 30 successive days.
- F. An internally illuminated sign shall not be allowed to stand with only partial illumination for a period of more than 30 successive days.

Section 52-31 Enforcement

- A. The Building Department, Police Department or agent(s) designated by the City shall remove a sign immediately and without notice if the condition of the sign presents an immediate threat to public health, safety or welfare, with all costs to remove assessed against the responsible person.
- B. The Building Department, Police Department or agent(s) designated by the City shall remove a temporary or movable sign if it violates the terms of this ordinance.
- C. In addition, the enforcement and penalty provisions of the Zoning Ordinance apply to signs.

Section 52-32 Appeals & Variances

- A. An appeal may be taken to the city zoning board of appeals by a person aggrieved, or by an officer, department, board, or bureau of the city. An appeal shall be taken within a time as shall be prescribed by the board by general rule, by the filing with the officer or body from whom the appeal is taken and with the board of a notice of appeal specifying the grounds for the appeal. The officer or body from whom the appeal is taken shall immediately transmit to the board, all the papers constituting the record upon which the action appealed from was taken.
- B. Effect of appeal. An appeal stays all proceedings in furtherance of the action appealed from unless the officer or body from whom the appeal is taken certifies to the board, after the notice of appeal is filed, that by reason of facts stated in the certificate, a stay would in the opinion of the officer or body cause imminent peril to life or property, in which case proceedings shall not be stayed otherwise than by a restraining order which may be granted by the board or by the circuit court, on application, on notice to the officer or body from whom the appeal is taken and on due cause shown.
- C. Hearings and notices. The board shall fix a reasonable time for the hearing of the appeal and give due notice of the appeal to the persons to whom real property within 300 feet of the premises in question is assessed, and to the occupants of single- and two-family dwellings within 300 feet, the notice to be delivered personally or by mail addressed to the respective owners and tenants at the address given in the last assessment roll. If a tenant's name is not known, the term "occupant" may be used. Upon the hearing, a party may appear in person or by agent or by attorney. The board shall decide the appeal within a reasonable time.
- D. Board decisions. The board may reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination appealed from and shall make an order, requirement, decision, or determination as in its opinion ought to be made in the premises, and to that end shall have all the powers of the officer or body from whom the appeal is taken.

- E. Practical difficulties or unnecessary hardship. Where there are practical difficulties or unnecessary hardship in the way of carrying out the strict letter of this chapter, the board may in passing upon appeals vary or modify its rules or provisions relating to the construction, or structural changes in, equipment, or alteration of buildings or structures or the use of land, buildings or structures, so that the spirit of this chapter shall be observed, public safety secured, and substantial justice done.
- F. Finality of decisions. The board is empowered to grant rehearings on any appeal for any of the reasons authorizing relief from a judgment or order of the circuit courts of this state. Subject to this provision, board decisions shall be final, and subject only to judicial appeals as provided by law. In the event of a judicial appeal, the board shall comply with any judicial orders any may take any action authorized by law pursuant thereto.

Section 52-32. Liability insurance.

- A. Liability insurance for signs. If any monument or wall sign is suspended over the right-of-way of a public street or property, or if the vertical distance of such sign above the street is greater than the horizontal distance from the street, as to be able to fall or be pushed onto public property, then the owner of such sign shall keep in force a public liability insurance policy, approved by the city attorney, in the amounts set by resolution of the city council. The policy shall indemnify the owner from all damage suits or actions of every nature, brought or claimed against the owner, for or on account of injuries or damages to persons or property received or sustained by any person through any act of omission or negligence of the owner, his/her agents or employees regarding such sign.
- B. Liability insurance for sign erectors. Every person, before engaging in or continuing in the business of erecting, repairing or dismantling signs, boards or other display signs in the city, shall first furnish the city a public liability insurance policy approved by the city attorney, in the amounts set by resolution of the city council. The policy shall indemnify the erector from all damage suits or actions of every nature brought or claimed against the erector for or on account of injuries or damages to persons or property received or sustained by any person through any act of omission or negligence of the erector, his/her agents or employees in the erection, repair or dismantling of any sign, board or other display sign. The policy shall contain a clause whereby the policy cannot be cancelled until after a written notice of intention to cancel has been filed with the city clerk at least ten days prior to the date of cancellation. The policies shall be renewed annually on or before the first day of May of each year and certificates of renewal or new policies shall be filed with the city clerk.

PART 2.

If any section, paragraph, sentence, clause and/or phrase of this Ordinance or the application thereof is declared unconstitutional, unenforceable or invalid by the valid judgment of any court of competent jurisdiction such unconstitutionality, unenforceability or invalidity shall not affect any of the remaining

sections, paragraphs, sentences, clauses and/or phrases of this Ordinance, since the same would have been enacted by the City of Lathrup village without the incorporation in this Ordinance of any such unconstitutional, unenforceable or invalid section, paragraph, sentence, clause or phrase. To this end, the provisions of this Ordinance are hereby declared severable.

PART 3.

All other Ordinances, or any parts thereof, which are in conflict with the provisions of this Ordinance, are hereby repealed. To the extent that any provision or provisions of this Ordinance are inconsistent or in conflict with any other provision of the Code of Ordinances or any regulation of the City, the provisions of this Ordinance shall be deemed to control.

PART 4.

This Ordinance shall become effective upon final adoption and publication of the same in the manner prescribed by law.

This Ordinance was introduced on _____, by _____; Notice of Public Hearing was published on _____. A Public Hearing was held, the title having been read and the Ordinance considered, on motion to adopt by _____, seconded by _____, a record vote was taken and the following result was had:

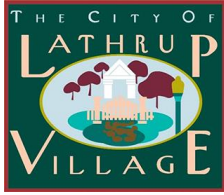
YEA:

NAY:

ABSENT:

WHEREUPON, the presiding officer declared the above Ordinance duly adopted on the _____ day of _____.

ATTEST:



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Chicken Ordinance Amendment

Background Brief: During the July 7 Study Session, the topic of increasing the number of hen chickens per residential property was discussed. After a thorough discussion, there was consensus among the Council to move forward with increasing the number of allowable hen chickens to six (6) and increasing the coop/pen maximum square footage.

With input from MSU Extension, the recommended increase in coop/pen square footage is from 80 to 140 square feet.

There is one (1) active chicken permit on record with the City. The City has been notified of potentially two (2) others, and the Code Enforcer is currently investigating. There have been no chicken-related complaints over the past year.

Previous Action: Study Session Discussions

Economic Impact: N/A

Recommendation: I recommend approving the 1st reading and scheduling the 2nd.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the 1st reading of Ordinance #2025-04 – An Ordinance to amend Chapter 10. Animals, by amending Article IV. Chickens, Section 10-131. Number Limits, and Section 10-132. Structure and schedule the 2nd reading for August 18, 2025.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

ORDINANCE NO. 2025-04

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND THE CITY OF
LATHRUP VILLAGE CODE OF ORDINANCES AT
CHAPTER 10. ANIMALS, BY AMENDING ARTICLE IV. CHICKENS,
SECTION 10-131. NUMBER LIMITS, AND
SECTION 10-132. STRUCTURE AS FOLLOWS:**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the “Chicken Ordinance Amendment”.

PART II. ORDINANCE AMENDMENT.

That Chapter 10. Animals, Article IV. Chickens, Section 10-131. Number limits and Section 10-132. Structure of the City of Lathrup Village Code of Ordinances is hereby amended to read as follows in its entirety:

Sec. 10-131. Number limits.

A person residing in R-1 or R-3 residential zoned district property, in a single-family detached structure who keeps hen chickens shall comply with all of the following requirements:

1. Keep no more than ~~three~~ six (6) hen chickens at any time.
2. Roosters or male chickens and any other type of fowl or poultry are prohibited.

Sec. 10-132. – Structure.

(a) Chickens shall be maintained in a fully enclosed structure or a fenced enclosure and shall be kept in the enclosed structure or fenced enclosure at all times. Fenced enclosures are subject to all fence provisions of Section 5.1 of the Lathrup Village Zoning Code with the exception that the material used may be chicken wire. An enclosed structure shall be constructed of permanent materials and shall be properly maintained in accordance with the property maintenance code adopted by the city in Section 14-152 of the Lathrup Village Code, as amended.

(b) Chicken “coop” will be considered an accessory structure and must meet all requirements of Lathrup Village Zoning Ordinance Sec. 3.7, except that the structure need not be on a concrete foundation slab. Prior to construction an approved Accessory Structure Permit must be on file with the Building and Code Enforcement Department. Permit Application shall include any structural or plat drawings or other information required by the

department. The department shall issue a permit where the application is in compliance with all requirements, regulations and ordinances of the city.

(c) The accessory use, coop and pen shall be designed to provide safe and healthy living conditions for chickens while minimizing adverse impacts on other residents and the neighborhood. The coop and pen shall meet the following additional requirements:

(1) The coop and pen shall be setback a minimum of ten feet from all property lines of adjacent property and be located a minimum of 30 feet from the nearest wall of any adjacent dwelling. No enclosed structure shall be located within any side or rear yard setback area. An enclosed structure or fenced enclosure shall not be located closer than ten feet to any residential structure on an adjacent parcel.

(2) The coop and pen shall be a maximum of six feet in height and shall not exceed a total of ~~80~~ 140 square feet.

(3) The use of corrugated metal/fiberglass, sheet metal, plastic tarps, scrap lumber or similar materials is prohibited. The coop and pen must be completely enclosed with a top and/or cover.

(4) The coop and pen shall have a rat wall or similar block foundation to prevent burrowing animals from gaining access.

(d) All structures and enclosures for the keeping of chickens shall be constructed and maintained so as to prevent rats, mice, or other rodents or vermin from being harbored underneath or within the walls of the structure or enclosure in compliance with Section 10-6 and 10-7 of the Lathrup Village Code.

(e) All feed and other items associated with the keeping of chickens likely to attract rats, mice, or other rodents or vermin shall be secured and protected in sealed containers.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this article is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force where they commenced.

PART VI. EFFECTIVE DATE.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

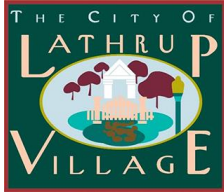
MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2025.

Alisa Emanuel, City Clerk
Date of Introduction: July 21, 2025
Date of Adoption: _____, 2025
Date of Publication of _____
Notice of Adoption: _____, 2025

CERTIFICATE OF ADOPTION

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

Alisa Emanuel, City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Rental Ordinance Amendment

Background Brief: Over the past few months, the City has discussed updating its rental ordinance, specifically related to short-term rentals (STR).

Ordinance #2025-05 updates definitions to include STR and adds the requirement that all rental units have a local contact person.

Previous Action: Study Session Discussions

Economic Impact: N/A

Recommendation: I recommend approving the 1st reading and scheduling the 2nd.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the 1st reading of Ordinance #2025-05 – An Ordinance to amend Chapter 18. Businesses, Article IV. Landlords and Tenants, Section 18-181 Definitions, Section 18-184 Rental Licenses, and schedule the 2nd reading for August 18, 2025.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

ORDINANCE NO. 2025-05

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND THE CITY OF
LATHRUP VILLAGE CODE OF ORDINANCES AT
CHAPTER 18. BUSINESSES, ARTICLE IV. LANDLORDS AND TENANTS,
SECTION 18-181 DEFINITIONS AND SECTION 18-184 RENTAL LICENSES.**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the “Landlord and Tenants Ordinance”.

PART II. ORDINANCE AMENDMENT.

Chapter 18. Business, Article IV. Landlord and Tenants, Section 18-181. Definitions and Section 18-184. Rental Licenses of the City of Lathrup Village Code of Ordinances is hereby added to read as follows in its entirety:

ARTICLE IV. LANDLORD AND TENANT

Sec. 18-181. Definitions

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

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

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

Leasing or renting means providing property to a person or entity for any period of time in exchange for monetary remuneration or other benefit **with the exception of residential rentals for a period of less than 30 days at a time, which are regulated under Article VII of this Chapter.**

Rental unit or premises means a structure or part of a structure used as a home, residence, or sleeping unit by a person(s), or other grounds, or other facilities or area promised for the use of a residential tenant and includes, but without limitation apartment units, boarding houses, rooming houses, mobile

homes, and single and two-family dwellings. It also includes office and commercial structures used for office or commercial purposes.

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

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

Sec. 18-184. Rental licenses.

(a) All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

(b) All rental units must have a Local Contact Person:

- (1) Each owner of a short-term rental must designate a responsible local agent who has access and authority to assume management of the unit and take remedial measures;
- (2) The owner or responsible local agent of the short-term rental shall be always available by telephone and must be physically located within 20-miles of the property in the event of an emergency or issue that requires immediate attention. This information shall be updated by the license holder immediately if it changes;

(c) The following approvals must be obtained by the landlord in order to obtain a rental license:

- (1) The building official shall determine that the rental unit under application has been inspected and approved within the past 24 months as in compliance with the various codes appropriate to property maintenance and construction trades, as codified in chapter 14 of the Lathrup Village Municipal Code, and, that the mechanical system has been checked and certified by a licensed mechanical contractor that the system is in safe and proper working order according to the applicable code. A building approval that has been issued within the past twenty-four months does not restrict the official from requiring additional inspections as permitted by the chapter 14 codes, or when there is a complaint or other probable cause to suspect that a violation or violations of any code or section of this article may exist.
- (2) A building official shall determine whether the structure(s) and uses comply with, or are exempt from, the city zoning requirements. All rental units shall

comply with the city zoning ordinance or obtain a determination of lawful nonconformity from the building official or zoning board of appeals, as provided for in the zoning ordinance.

- (3) Fire marshal approval shall be required for commercial structures and those residential uses regulated by the National Fire Prevention Code.
- (4) Water department approval shall be required, certifying that the water account for the structure is not delinquent.
- (5) City treasurer approval shall be required, certifying that the property taxes for the parcel in question are not delinquent.

(d) Upon a finding of compliance with the provisions hereof and payment of the required fees a license shall be issued.

(e) At any time, that a finding is made by the enforcing agency that a condition exists which would constitute a hazard to health or safety, No license shall be issued and a license issued shall be suspended and an order to comply with this article shall be issued immediately and served upon the owner in accordance with section 18-196. On reinspection and proof of compliance, the order shall be rescinded and a license issued or reinstated.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this article is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force where they commenced.

PART VI. EFFECTIVE DATE.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2025.

Alisa Emanuel, City Clerk

Date of Introduction: _____, 2025

Date of Adoption: _____, 2025

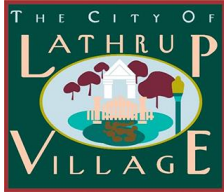
Date of Publication of

Notice of Adoption: _____, 2025

CERTIFICATE OF ADOPTION

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

Alisa Emanuel, City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Short Term Rental Ordinance

Background Brief: Over the past few months, the City has discussed updating its ordinances to include a specific section related to Short-Term Rentals (STR).

Ordinance #2025-06 adds a new article to the existing business ordinance and provides the licensing and regulation details for STRs within the City.

Previous Action: Study Session Discussions

Economic Impact: N/A

Recommendation: I recommend approving the 1st reading and scheduling the 2nd.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the 1st reading of Ordinance #2025-06 – An Ordinance to amend Chapter 18. Businesses, by adding a new Article VII. Short-Term Rentals, to provide for the licensing and regulation of short-term rentals, and schedule a 2nd reading for August 18, 2025.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

ORDINANCE NO. 2025-06

**CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN**

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

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

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

PART II. ORDINANCE AMENDMENT.

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

ARTICLE VII. SHORT-TERM RENTALS

Sec. 18-400. PURPOSE.

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

Sec. 18-401. APPLICABILITY.

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

Sec. 18-402. DEFINITIONS.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sec 18-403. LICENSE REQUIRED.

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

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

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

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

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

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

C. The following approvals must be obtained by the landlord in order to obtain a short-term rental license:

- (1) The building official shall determine that the rental unit under application has been inspected and approved within the past **24** months as in compliance with the various codes appropriate to property maintenance and construction trades, as codified in chapter 14 of the Lathrup Village Municipal Code, and, that the mechanical system has been checked and certified by a licensed mechanical contractor that the system is in safe and proper working order according to the applicable code. A building approval that has been issued within the past **twenty-four** months does not restrict the official from requiring additional inspections as permitted by the chapter 14 codes, or when there is a complaint or other probable cause to suspect that a violation or violations of any code or section of this article may exist.
- (2) A building official shall determine whether the structure(s) and uses comply with, or are exempt from, the city zoning requirements. All rental units shall comply with the city zoning ordinance or obtain a determination of lawful nonconformity from the building official or zoning board of appeals, as provided for in the zoning ordinance.

- (3) Fire marshal approval shall be required for commercial structures and those residential uses regulated by the National Fire Prevention Code.
- (4) Water department approval shall be required, certifying that the water account for the structure is not delinquent.
- (5) City treasurer approval shall be required, certifying that the property taxes for the parcel in question are not delinquent.

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

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

Sec. 18-406. CHANGE IN LICENSE INFORMATION.

The property owner of a short-term rental structure or unit licensed with the City shall renew within 60 days after any change occurs in license information, with the exception that any change of responsible local agent shall be reported to the City within two days of such change. A new owner of a licensed STR structure or unit shall renew the STR structure or unit license as provided in this Article. Renewal license fees shall not apply.

Sec. 18-407. LICENSE RENEWAL.

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

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

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

Sec. 18-409. REVOCATION

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

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

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

- (a) Upon revocation of any license, founded upon a determination that a short-term rental structure or unit is unfit for human habitation, and after exhaustion of an appeal to the City of Lathrup Village City Council, if one has been made, the owner or operator of the STR structure or unit shall immediately vacate the structure or unit; and no person shall thereafter occupy the structure or unit for sleeping or living purposes until such structure or unit complies with this Article;
- (b) When a short-term rental structure or unit is found to be in violation of the provisions of the ordinances adopted by the City, but determined to be habitable, a vacation order shall not be entered; but the license shall be deemed expired and the STR structure or unit shall be in violation of the terms of this Article.

Sec. 18-411. BASIS FOR INSPECTIONS.

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

- (a) A complaint received by the City indicating that there is a violation of the standards or provisions of the ordinances adopted by the City. Such a complaint shall be supported by documentation, photographs or other evidence of the alleged violation.
- (b) An observation by the City of a violation of the standards or the provisions of the ordinances adopted by the City.
- (c) A report or observation of a short-term rental structure or unit that is unoccupied and unsecured or a STR structure or unit that is fire damaged.
- (d) The need to determine compliance with a notice or an order issued by the City.

- (e) An emergency observed or reasonably believed to exist.
- (f) A request for an inspection by the property owner.
- (g) Requirements of law where a short-term rental structure or unit is to be demolished by the City or where ownership is to be transferred to the City.

Sec. 18-412. COMPLAINT-INITIATED INSPECTIONS.

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

Sec. 18-413. INSPECTION PROCEDURES.

- (a) If an inspection is scheduled and the owner or responsible local agent fails to appear, an inspection fee shall be assessed against the owner and/or the responsible local agent, even though an inspection could not be performed. Rescheduling of the inspection shall be the sole responsibility of the owner or responsible local agent. No inspection shall be completed until all fees are paid in full;
- (b) A property owner, local agent or occupant shall provide access to his or her short-term rental structure or unit(s) for all inspections. An individual refusing entry shall be notified of the City's authority to inspect the property and that it will take appropriate and necessary action, including but not limited to: issuance of a citation, obtaining a search warrant, posting the short-term rental structure or unit as uninhabitable and/or instituting other legal action as prescribed herein.

Sec. 18-414. INSPECTION CRITERIA.

- (a) The City shall utilize the "International Property Maintenance Code" and other applicable ordinance requirements adopted by the City Council for the City of Lathrup Village, as the established standards for the inspection of all short-term rental structures and units.
- (b) The Building Official shall prepare a standardized checklist of items to be inspected consistent with the standards of the "International Property

Maintenance Code". The checklist shall be available to all short-term rental property owners and tenants prior to an inspection.

- (c) The Building Official shall determine whether the short-term rental structure or unit complies with or are legal non-conforming uses in their zoning district. In the event that a legal non-conformity cannot be established, or an owner disagrees with the findings of the Building Official in regard to non-conformity or proper zoning, an appeal may be made to the City of Lathrup Village City Council.

Sec. 18-415. REINSPECTION.

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

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

All Short-Term Rentals must meet the following standards:

- ~~(a)~~ (a) Only one (1) dwelling unit per parcel shall be leased, subleased, rented or subrented at any given time. All lodging is to be exclusively within the dwelling unit and not in a recreational vehicle, camper, or tent.
- ~~(b)~~ The City of Lathrup Village will limit the number of Short Term Rental Licenses to ~~(X)~~ per calendar year. ~~There are no restrictions on the number of units operated by a single individual.~~
- ~~(c)~~ (b) Local Contact Person:
 - a. Each owner of a short-term rental must designate responsible local agent who has access and authority to assume management of the unit and take remedial measures.
 - b. The owner or responsible local agent of the short-term rental shall be always available by telephone and must be physically located within 20-miles of the property in the event of an emergency or issue that requires immediate attention. This information shall be updated by the license holder immediately if it changes.
 - ~~c. The City will provide the phone number of the responsible local agent to all neighbors within a three hundred (300) foot radius of the subject property boundaries.~~
- ~~(d)~~ (c) This ordinance only applies to all Zoning Districts that allow for single family dwellings, duplex dwelling units, or multiple-family dwellings.

- ~~(e)~~ (d) All parking associated with a Short-Term Rental shall be entirely on-site, in the garage, driveway or other improved area. No on-street parking shall be permitted in association with a short-term rental.
- ~~(f)~~ (e) Provisions for trash disposal must be provided. Trash must be contained in properly sealed receptacles with no overflow that will be attractive to vermin, and the property should be inspected weekly to ensure the property will be free from rubbish.
- ~~(g)~~ (f) Pets shall be secured on the property or on a leash at all times. Occupants and guests shall abide by the regulations contained in the City of Lathrup Village Code of Ordinances related to household pets and animals.
- ~~(h)~~ (g) Fireworks are not allowed on STR property except in accordance with Sec. 46-82 of the City of Lathrup Village Code of Ordinances.
- ~~(i)~~ (h) Short-term rentals shall be required to maintain operating smoke detectors, carbon monoxide detectors, and fire extinguishers. Evacuation routes shall be posted in a conspicuous location in each bedroom as well as the main gathering space in the house.
- ~~(j)~~ (i) The occupancy for all short-term rentals shall be no more than two (2) occupants per bedroom excluding children under the age of 5 with a maximum occupancy, including children under the age of 5, of 10 occupants. At no time shall additional individuals be allowed to sleep outside of the dwelling unit or in any basement or attic area that does not have legally compliant ingress and egress.
- ~~(k)~~ (j) Guests up to the number equal to the capacity limit of the short-term rental may be allowed only during non-quiet hours listed below.
- ~~(l)~~ (k) Short-term rentals shall observe quiet hours between 10:00 pm and 8:00 am Sunday through Thursday and between 11:00 pm and 8:00 am Friday, Saturday, and Federal Holidays. Noise during quiet hours must be limited to that which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities.
- ~~(m)~~ (l) Special events, as defined by this Article, shall not be allowed.
- ~~(n)~~ (m) The Short-Term Rental Unit shall be subject to the City's sign ordinance.
- ~~(o)~~ (n) Occupants of Short-Term Rental Units are subject to all City codes and ordinances regulating the use of residential property.

- ~~(p)~~ (o) The owner shall require these standards be met by occupants and shall be included as part of all rental agreements.

Sec. 18-418. OWNER RESPONSIBILITIES.

- (a) The owner must obtain a license prior to advertising the property as a short-term rental. Current license holders may advertise for the future licensing cycle but this shall not obligate the City to issue a license.
- (b) New licenses may be issued throughout the calendar year if licenses are available.
- (c) A short-term rental license is a privilege, not a property right, and is only held pursuant to and subject to the requirements of this Article.
- (d) The owner must ensure all required standards are met and must post in the short-term rental unit the standards and regulations contained in Sec. 18-417 of this Article.
- (e) The owner must use best efforts to assure that the occupants or guests of the short-term rental do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this Article or any other local or state law pertaining to noise or disorderly conduct by notifying the occupants of the rules regarding short-term rentals and taking appropriate action to abate the violative conduct when notified that occupants are violating laws regarding their occupancy. It is not intended that the owner or local contact person act as a peace officer or place himself or herself in harm's way.

Sec. 18-419. DENSITY LIMITATIONS

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

Sec. 18-420. ENFORCEMENT.

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

Sec. 18-421 ADMINISTRATIVE LIABILITY.

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

Sec. 18-422. RIGHT OF ENTRY.

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

Sec. 18-423. VIOLATION AND ADMINISTRATIVE PENALTIES.

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

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

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

1. For a first violation within any calendar year, the penalty is a warning notice of violation which may be verbal and/or written.
 2. A second violation within the same calendar year shall be subject to a municipal civil infraction punishable by a fine of not less than two hundred fifty (\$250) dollars nor more than five hundred (\$500) dollars. All owners, regardless of their interest in the property, may be responsible for the civil infraction.
 3. A third violation within the same calendar year shall be subject to a municipal civil infraction punishable by a fine of not less than twice the amount of any previous fine, and the license shall be revoked. An owner may reapply for a permit no sooner than twelve (12) months after revocation of a license.
 4. If there are one or more violations each year during any three (3) consecutive year period, the license may be revoked. An owner may appeal a decision to revoke a permit to the Lathrup Village City Council.
 5. The Building Inspector and other officials designated by the City Council are hereby designated as the authorized officials to issue municipal civil infraction citations directing alleged violators of this ordinance to appear in court.
 6. Each day the violation remains may be a separate offense.
- (c) A violation of this Article shall be a nuisance per se. The City shall have the right to commence a civil action to enforce compliance with this Article.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this article is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force where they commenced.

PART VI. EFFECTIVE DATE.

This Ordinance shall be published in the manner required by law and shall become effective ten (10) days after the date of its publication. A copy of the ordinance shall also be made available for public use and inspection in the office of the City Clerk.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2025.

Alisa Emanuel, City Clerk

Date of Introduction: _____, 2025

Date of Adoption: _____, 2025

Date of Publication of

Notice of Adoption: _____, 2025

CERTIFICATE OF ADOPTION

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

Alisa Emanuel, City Clerk



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

To: City Council

From: Austin Colson, Director – Community & Economic Development/DDA Director

Date: July 21, 2025

RE: Planning Commission–Recommended Zoning Amendment for Money Service Businesses

Purpose

This memo requests that the City Council adopt the ordinance amendment recommended by the Planning Commission to define, regulate, and limit “money service businesses” (e.g., check-cashing, payday lending) within Lathrup Village.

Background

Council Moratorium: On March 17, 2025, the Council enacted a 180-day moratorium on accepting any applications for new money service businesses, directing the Planning Commission to study and draft appropriate zoning regulations during that period

Staff Assignment: The moratorium resolution tasked staff, City Planning Consultant, and City Attorney to draft language defining small-box discount stores, appropriate zoning districts, and concentration controls.

Planning Commission Review: Following research into the impact of money service businesses on the financial welfare of residents and community wellbeing, the Planning Commission held a first reading of the proposed ordinance change during a public hearing on June 17, 2025, and unanimously supported the proposed amendment language with a vote on July 15, 2025.

Summary of Key Provisions

Definition: Establishes “Money Service Business” as a non-bank financial institution whose primary function is check-cashing, currency exchange, payday lending, or similar services.

Zoning District: Permits Money Service Businesses only in the Commercial Vehicular (CV) district—and only by Special Land Use approval—prohibiting them in all other districts.

Dispersal Standard: Requires a minimum 1-mile separation between any two money service businesses; existing locations closer than this remain legally nonconforming until one closes or relocates.

Use Standards: Demonstrate no adverse impacts on adjacent residences or businesses. Implement security recommendations from the Lathrup Village Police Department.

Site Development & Parking: Aligns parking ratio with professional offices (1 space per 275 sq ft) and requires full site-plan review

Operating Hours: Proposed reduction from standard commercial hours (7 a.m.–11 p.m.) to 8 a.m.–7 p.m., matching typical industry practice.

Planning Commission Findings

Community Welfare: High fees and predatory lending models can harm low-income residents and drain local economies.

Master Plan Consistency: Aligns with goals to ensure a diverse mix of services, healthy local commerce, and safe pedestrian environments.

Peer Precedent: Neighboring municipalities have successfully used dispersal and special-use requirements to balance access and neighborhood character.

Adoption of this amendment will allow for measured provision of money service businesses—ensuring necessary access while protecting community character and financial health.

Suggested Motion: " I move to accept the Planning Commission's recommendation to permit Money Service Businesses only as a Special Land Use in the Commercial Vehicular (CV) district."

memorandum

DATE: July 11, 2025

TO: Lathrup Village Planning Commission

FROM: Jill Bahm & Eric Pietsch, Giffels Webster

SUBJECT: Zoning Amendment – Money Service Businesses

Previous Discussions

At the June 17, 2025, meeting, the Planning Commission held a public hearing for the public to comment on the proposed ordinance amendment that addresses regulating money service businesses in the city. The Planning Commission recognizes the legitimacy of this type of business but also intends for them to be limited in the community. The proposed amendment included allowing this type of use in both the Commercial Vehicular and Mixed-Use zoning districts, but upon further discussion, the Planning Commission agreed to allow the use within the Commercial Vehicular district only. The attached draft amendment reflects that change.

At the May 20, 2025, meeting, the Planning Commission discussed the proposed ordinance amendment language as well as the research provided in the planner's memo, pertaining to establishing limitations to money service businesses in the community. While there was some interest in further restricting the use to the Commercial Vehicular District only, the overall consensus was that the proposed 1-mile separation requirement would prevent more than 2 or 3 money service businesses from being permitted in the city as a whole. The community and surrounding area are served by money services businesses that exist within reach, beyond the city limits.

An update to the proposed amendment is found in Section 4.23 which removed reference to the Southfield Police Department. Otherwise, the Planning Commission moved to establish a public hearing to consider the proposed amendment, as written, at the June 17th meeting.

The remainder of this memo is provided as background.

Introduction

What prompted this amendment?

At the March 17, 2025 meeting, the Lathrup Village City Council resolved to impose a 180-day moratorium on accepting any applications to locate money service businesses within the city and that the Planning Commission shall not process any applications for such uses during the moratorium period. In recognition that market size of money service businesses has grown rapidly in recent years with a compounded annual growth rate greater than ten percent a year, there is an inherent need to study the issue in order to ensure consistent, cohesive, and sensible land use and development in the city, including responding to the local needs and goals of the Master Plan. As part of the resolution, the City Planner, City Attorney, and City Administrative Staff are tasked to propose language to be presented for a public hearing to the Planning

1. InCharge Debt Solutions. [What Is Check Cashing? Benefits, Downsides, & How it Works](#)
2. [Drowning in Debt: A Health Impact Assessment of How Payday Loan Reforms Improve the Health of Minnesota's Most Vulnerable - Human Impact Partners](#)

Commission and ultimately to the City Council to define what a money service business may consist of, to propose which zoning district(s) that such use should be located within, whether such use shall be a permitted or special land use within the applicable zoning district, and to propose regulations managing the concentration of such businesses.

Why is there concern?

According to InCharge Debt Solutions¹, check cashing businesses provide services to millions of people, but they should not be relied upon for the long term. On a one-time basis when the need is high, using the service can be beneficial, but the high fees of the service add up and lead to a debt spiral that is hard to break. The fees to cash checks on a continuous basis can result in difficult cycles, particularly for low-income users who are seeing a percentage of the little money they earn, go to a service just to cash a check. Among the negatives:

- **Fees:** The Consumer Federation of America reports the average nationwide percentage to cash a check at a service is 4.1% of the value of the check and that it varies by state.
- **Upselling:** The selling of predatory lending, such as payday loans, for immediate cash but with unreasonably high interest rates.
- **Risk:** Customers who complete a transaction at a check cashing business with a large amount of cash may be targeted by would-be criminals.
- **No federal protection:** There is no FDIC protection of money as there is at a bank.
- **Getting trapped:** The instant gratification of easy money may be convenient but in the long term, results in more harm than good to a person's financial wellbeing.

The high fees and interest charged by check cashing payday loan businesses drain money from local economies, reducing the disposable income of residents and limiting community investment. This can lead to a decline in local business activity and hinder community development efforts.²

Current Ordinance

The ordinance does not include any provisions for money service businesses, more commonly referred to as check cashing businesses, nor does it define a term, or related term. It is important to state that money service businesses are not banks and do not provide banking services, and therefore, it is imperative to include a definition within the ordinance to establish that distinction.

Money service businesses are a convenience by nature and therefore operate within modest-sized building footprints. There are currently two existing money service businesses located in the city; one within the CV -Commercial Vehicular zoning district, and the other in the MX -Mixed-Use zoning district; and both along the west side of Southfield Road near 12 Mile Road. Communities throughout the country are taking precautionary measures in order to ensure the presence, or overabundance, of money service businesses do not negatively impact the quality of life, public health, safety, and general welfare of the community. As a built-out community, Lathrup Village is well positioned to amend its zoning ordinance in order to address these uses in a manner that is fitting for the residents of the community.

Considerations

What are the appropriate options for money service businesses?

The neighboring city of Southfield adopted restrictions limiting the location of money service businesses in 2012. The city of Southfield has implemented a set of conditions for Alternative Financial Services that may be viewed as excessive in Lathrup Village, given its much more confined context. With that said, for consistency, we propose the definition of terms to be aligned with those found in Southfield's code. A

combination of restricting money service businesses to be no less than 1 mile from each other and allowing for the permitting of them as special land uses within the Commercial Vehicular and Mixed-Use districts only, significantly limits where this type of use could be permitted within a city of such small stature. Our analysis finds that money service businesses exist in close proximity to all city boundaries of Lathrup Village, and as a result, satisfy the demand for one or more facilities in a 1-to-2-mile distance. The context of the built environment along the commercial corridors in Lathrup Village, coupled with the intentions of non-residential zoning districts, and the community's Comprehensive Plan, result in a recommendation that any development application for a money service business be restricted to the Commercial Vehicular and Mixed-Use districts as a special land use, subject to the review and consideration of the Planning Commission and City Council, with solicited input from the public.

Considering there are money service businesses in two separate zoning districts that provide service to the city's residents, we suggest proposing spatial restrictions within these districts (Commercial Vehicular and Mixed-Use) and prohibit the use in all other zoning districts. These restrictions are listed in Article 4, Use Standards, below, and will restrict additional money service businesses, will initially allow for no more than three such uses, and ultimately will likely permit no more than two uses in the city in the future.

Bearing in mind the "Intent" statements of the Commercial Vehicular and Mixed-Use districts in the zoning code, the intent of the Commercial Vehicular district is *"to provide automobile-oriented commercial uses that typically create higher trip generation along major intersections within the city, where potential adverse impacts on adjacent uses may be minimized."*

- These areas are limited to Southfield Road at 12 Mile Road and Southfield Road at 11 Mile Road/I-696.

The intent of the Mixed-Use district is *"to allow flexibility in the redevelopment of property along Southfield Road, where frontage lots limit the availability of parking and compliance with building setbacks. This district will encourage pedestrian-oriented design and will complement the Village Center district."*

- The majority of parcels along Southfield Road are zoned Mixed-Use, which dictates the proposed separation dimensions that will ultimately limit the number of money service businesses along Southfield Road, and to a lesser extent, the north side of 11 Mile Road (east of Southfield Road).

The articles of the ordinance where amendments are proposed are briefly summarized below. The proposed text amendment follows this memo.

Article 2. Definitions.

See attached text amendment.

Article 3. Zoning Districts.

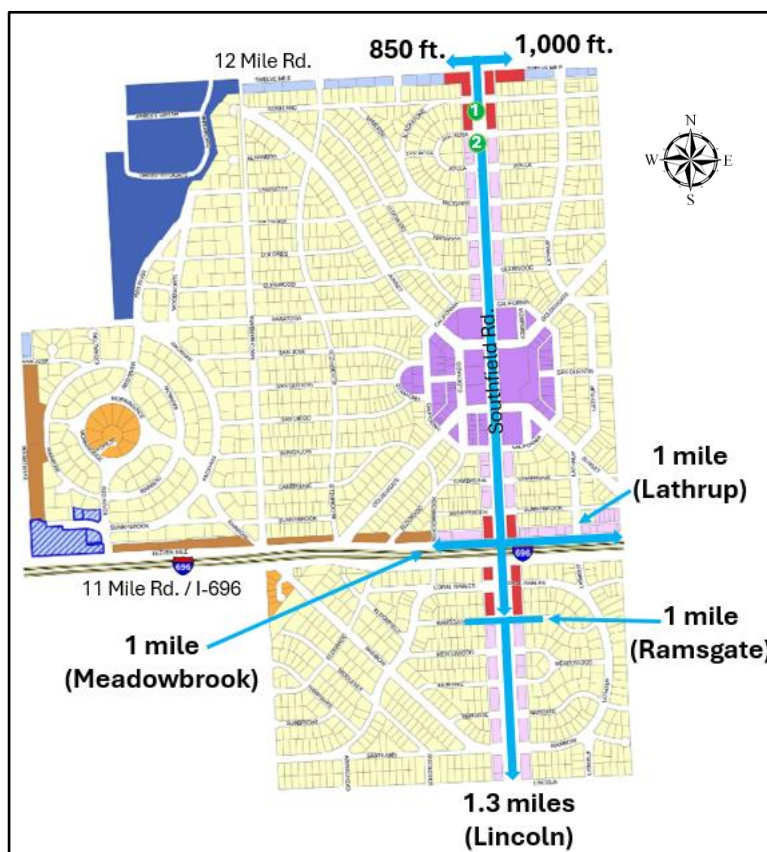
Money Service Businesses may be permitted in the CV -Commercial Vehicular and MX -Mixed-Use zoning districts, subject to special land use approval. Proposed special land uses require a full site plan review for consideration by the Planning Commission, a public notice for a public hearing, and ultimately, approval by the City Council. Money service businesses will not be permitted by right in any zoning district.

Article 4. Use Standards. A money service business cannot be located nearer than 1 mile (5,280 feet) to any other money service business location. Establishing this type of requirement is considered a “dispersal standard”. In Lathrup Village, there are two existing money service businesses that are approximately 500 feet apart; therefore, these uses shall be considered legally nonconforming until one, or both, no longer exist.

In the future, if one of the two businesses were to close, and/or relocate, they would only be able to do so, by way of a special land use request, on either a Commercial Vehicular or Mixed-Use zoned parcel, and no less than one mile from any other money service business. Applying this standard would limit possible parcels to the south side of the city within either the CV or MX district. The map in Figure 1, at right, shows the approximate 1-mile distance from the existing money service businesses, and further illustrates how the proposed ordinance language will limit these uses.

FIG. 1. Distances (blue arrows) from existing money service businesses (green circles). No money service business is permitted within 1 mile of another and may be permitted as a special land use in the CV district (red) and MX district (pink) only.

A third money service business may be considered for special land use approval but would be restricted to MX parcels on Southfield Road, south of Ramsgate, and MX parcels, on 11 Mile Road, east of Lathrup; locations that are no less than a mile from the existing money service businesses.



If any one of the three money service businesses were to close, any future scenario would likely result in only two money service businesses existing at any given time thereafter, as their separation would consistently be limited to 1 mile or greater within the boundaries of the city. *Distances are approximate in Fig. 1 above.*

Per Section 4.7 of the zoning code, businesses in Lathrup Village are permitted to operate between the hours of 7:00 a.m. and 11:00 p.m. We recommend the allowed hours of operation for money service businesses be reduced to 8:00 a.m. and 7:00 p.m. We find that a common hours of operation for money service businesses is between the hours of 9:00 a.m. and 6:00 p.m. The Planning Commission may consider allowing different operating hours.

Article 5. Site Development Standards.

Off-street parking requirements for money service businesses would align with the current standards for professional and administrative office uses, which are defined as, “*Businesses which serve as offices for professional, executive, administrative, and medical uses, including the offices of architects, accountants,*

insurance, doctors, dentists, government, and financial institutions”. Therefore, money service businesses are proposed to require:

- 1 space for every 275 square feet of gross floor area. Section 5.13.14.C.i. Business and Commercial Uses (professional and administrative offices, including cannabis safety compliance facilities).

What does the Master Plan say?

Vision, Goals, & Objectives

What do we want and why?

- Thriving local businesses
- Employed workforce
- A convenient selection of goods and services
- A diverse tax base with a resilient economy
- Provide meaningful, well-paying jobs for residents
- Provide entry-level jobs for younger residents
- Offer access to local goods and services for residents

Future Land Use

Commercial Vehicular

- The intent of the Commercial Vehicular category is to serve transient customers, creating a higher trip generation to the commercial site. These areas are located along Southfield Road at the intersections of 11 Mile Road and 12 Mile Road. The uses envisioned within this land use class would include retail, restaurant, service businesses such as banks, professional offices, and gas stations.

Mixed Use

- The blocks north of the Village Center and blocks south of 11 Mile Road are designated mixed use, to be redeveloped with residential, office, and “lower trip-generation retail businesses.” Most of the Southfield Road Corridor, except the Village Center and mile road intersections, are designated as Mixed Use.
 - Given the modest size of money service businesses, the Mixed-Use district is likely to accommodate this type of use in the existing urban context.

Village Center

- The Village Center establishes a concentrated area for commercial and civic activities. It is envisioned that there will be a mix of public and private property, including residential, office, retail, restaurant, entertainment, gathering spaces, and recreation areas. The final configuration of Southfield Road will dictate the size and development footprint of the area. It is anticipated that the internal road network will be developed to continue the alley system and the conceptual “Park Street Promenade.” The current civic facilities are intended to remain in the Village Center area but may be leveraged or reconfigured to accommodate the redevelopment as envisioned for a vibrant, compact, pedestrian-oriented downtown area.

- Given the extent to which the proposed amendment language restricts money service businesses to not less than 1 mile, the Village Center is not included in the zoning districts that will allow for those types of uses.

Commercial Corridors / Downtown Plan

- The Lathrup Village Downtown Development Authority (DDA) includes all parcels zoned CV - Commercial Vehicular. The Commercial Corridors and Downtown Plan reports, *“the future success of Lathrup Village’s current effort to revitalize its commercial area will depend, in large measure, on the readiness and ability to initiate public improvements that strengthen the commercial area and when feasible to participate in the development of new private uses that clearly demonstrate the creation of new jobs, the attraction of new business, and the generation of additional tax revenues.”* The moratoria placed upon money service businesses is a proactive response to a recognized threat and relies upon the Master Plan and its studies to determine how to best address the ongoing goals of revitalizing the downtown area.
- When considering applications for special land use approval, the Planning Commission should look to the goals and objectives of the Commercial Corridor Plan of the Master Plan. This will provide sound guidance when considering whether a particular site is suitable for use as a money service business.

Summary / Recommendation

The Planning Commission may wish to further discuss the proposed draft language that follows. Once satisfied with the text, a recommendation to City Council will follow.

Amend Section 2.2: Definitions to add:

Money Service Business. Any non-chartered financial institution offering check cashing services, currency exchange, pay-day loans, and/or similar services as its primary function.

Check Cashing Facility. A money service business that for compensation engages, as its primary function, in the business of cashing checks, warrants, drafts, money orders, or other commercial papers serving the same purpose. "Check cashing facility" does not include a state or federally chartered bank, savings association, credit union, or industrial loan company. "Check cashing facility" also does not include a retail seller engaged primarily in the business of selling consumer goods, including consumables, to retail buyers that cash checks or issue money orders for a minimum flat fee as a service that is incidental to its main purpose or business.

Amend Section 3, Zoning Districts, to add Money Service Business as a special land use in the CV -Commercial Vehicular Zoning District.

Section 3.1.6.C.xii. Money Service Business

Amend Section 4, Use Standards, to add a new standard:

Section 4.22. Money Service Business. When permitted as a special land use, the Planning Commission shall consider all of the following:

1. A money service business shall not be located any nearer than 1 mile (5,280 feet) to any other money service business location.
2. That the money service business will not have a negative impact on adjacent residential neighborhoods.
3. That the money service business will not result in a negative impact on surrounding businesses.
4. The petitioner has implemented the recommendations made by the City of Lathrup Village's Police Department regarding site security.

Amend Section 5, Site Standards, to add a new use:

Section 5.13.14.C. Business and Commercial. i. Professional and Administrative Offices to include "money service business".

1 space for every 275 square feet of gross floor area.



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

To: City Council
 From: Austin Colson, Director – Community & Economic Development/DDA Director
 Date: July 21, 2025
 RE: Zoning Amendment to Limit Small Box Discount Retail Stores

Purpose

This memo requests that the City Council adopt the ordinance amendment recommended by the Planning Commission to regulate and limit small-box discount retail (“dollar”) stores in Lathrup Village.

Background

Council Moratorium: On March 17, 2025, the Council imposed a 180-day moratorium on accepting applications for new small-box discount retail stores (Resolution 2025-09) to allow time for study and ordinance development.

Staff Assignment: The moratorium resolution tasked staff, City Planning Consultant, and the City Attorney to draft language defining small-box discount stores, appropriate zoning districts, and concentration controls.

Planning Commission Review: Following research into the impact of dollar stores on local grocery options and community character, the Planning Commission held a first reading of the proposed ordinance change during a public hearing on June 17, 2025, and unanimously supported the proposed amendment language with a vote on July 15, 2025.

Summary of Key Provisions

Definition: Establishes “Small Box Retail Discount Store” as a 5,000–15,000 sq ft retail use selling primarily low-priced general merchandise, with exclusions for fuel, pharmacies, and specialty food outlets.

Zoning District: Permits the use only as a Special Land Use in the Commercial Vehicular (CV) district, ensuring full site-plan review and public hearing.

Dispersal Standard: Requires a minimum 1-mile separation between any two small-box discount stores to prevent market saturation.

Healthy Food Criterion: Stipulates that any approved store dedicate a floor-area minimum (e.g., 15%) to fresh produce, meat, and dairy, supporting local food access goals.

Planning Commission Findings

Economic Health: Research indicates over-concentration of dollar stores can accelerate closure of full-service grocers, reducing fresh-food access.

Master Plan Alignment: The amendment supports the Master Plan's vision for a diverse retail mix, pedestrian-oriented districts, and resilient local economy.

Consistency with Peer Communities: Surrounding municipalities have successfully implemented similar dispersal and use standards to preserve community character.

Adoption of this amendment will ensure balanced retail growth, protect local grocery offerings, and uphold the community character envisioned by our Master Plan.

Suggested Motion: " I move to accept the Planning Commission's recommendation for special -land -use review of small -box discount stores in the Commercial Vehicular district."

memorandum

DATE: July 11, 2025

TO: Lathrup Village Planning Commission

FROM: Jill Bahm & Eric Pietsch, Giffels Webster

SUBJECT: Zoning Amendment – Small Box Retail Discount Store

Previous Discussions

At the June 17, 2025, meeting, the Planning Commission held a public hearing for the public to comment on the proposed ordinance amendment that addresses small box retail discount stores as a permitted use in the city. Upon discussing the proposed amendment, the Planning Commission supported removing the requirement of dedicating a minimum of 15% of floor area or shelf space to fresh foods and vegetables. Under the special land use Section 4.23, criterion 4 allows for the Planning Commission to consider any amount of floor area to be dedicated to fresh produce, meat, and dairy products. The commissioners also addressed the comments from the public hearing to say that the purpose of this ordinance amendment is to limit the proliferation of this type of use within the community.

At the May 20, 2025, meeting, the Planning Commission discussed the proposed ordinance amendment language as well as the research provided in the planner's memo pertaining to establishing limitations to small box retail discount stores in the community. Due to the findings that there is no shortage of accessible dollar stores in the surrounding area, the Planning Commission moved to establish a public hearing to consider the proposed amendment, as written, at the June 17th meeting.

The remainder of this memo is provided as background.

Introduction

What prompted this amendment?

At the March 17, 2025 meeting, the Lathrup Village City Council resolved to impose a 180-day moratorium on accepting any applications to locate small box discount retail stores within the city and that the Planning Commission shall not process any applications for such uses during the moratorium period. In recognition that chain dollar stores are rapidly expanding, there is an inherent need to study the issue in order to ensure consistent, cohesive, and sensible land use and development in the city, including responding to the local needs and goals of the Master Plan. As part of the resolution, the City Planner, City Attorney, and City Administrative Staff are tasked to propose language to be presented for a public hearing to the Planning Commission and ultimately to the City Council to define what a small box discount retail store may consist of, to propose which zoning district(s) that such use should be located within, whether such use shall be a permitted or special land use within the applicable zoning district, and to propose regulations managing the concentration of such businesses.

Why is there concern?

Research has found that one of the most serious problems for a community's economic health is the impact of small box discount retail stores on existing businesses and, in particular, their impact on grocery stores. Most chain dollar stores stock only a limited selection of fresh or frozen vegetables, fruits, or meats. Even

1. Adopt Dollar Store Restrictions - Institute for Local Self-Reliance

those that offer an expanded selection of fresh food, like DG Market and Dollar Tree Plus!, still provide only a fraction of the fresh food that a grocery store of comparable size offers. Yet, in both urban neighborhoods and small towns, these chains are opening stores at such a density that they crowd out full-service grocery stores and make it nearly impossible for new ones to open. A [2022 study by UCLA and the University of Toronto](#) found that if there are three chain dollar stores within a two-mile radius of one another, a full-service grocery store there will likely close.¹

Current Ordinance

The ordinance does not include any provisions for small box retail discount stores, more commonly referred to as dollar stores, nor does it define a term, or related term.

Of all the zoning districts in Lathrup Village, the Commercial Vehicular district is the most appropriate to consider including small box retail uses. Data shows that small box discount retail stores are becoming uses that oversaturate local markets and that communities throughout the country are taking precautionary measures in order to ensure their presence, or overabundance, does not negatively impact quality of life, public health, safety, and welfare. As a built-out community, Lathrup Village is well positioned to amend its zoning ordinance in order to address these uses in a manner that is fitting for the residents of the community.

Considerations

What are the appropriate options for small box retail discount stores?

Permit as a special land use in the CV -Commercial Vehicular district.

Considering the “Intent” statements of the Commercial Vehicular, Mixed Use, and Village Center districts in the zoning code, the intent of the Commercial Vehicular district is most fitting as it pertains to small box retail discount store uses. It states the CV district’s intent is *“to provide automobile-oriented commercial uses that typically create higher trip generation along major intersections within the city, where potential adverse impacts on adjacent uses may be minimized.”* These areas are limited to Southfield Road at 12 Mile Road and Southfield Road at 11 Mile Road / I-696.

Given the 1.5 square mile city of Lathrup Village is entirely surrounded by the city of Southfield, we recommend consistency with the zoning standards set forth in the city of Southfield, beginning with the definition, as written below.

Article 2. Definitions.

Small Box Retail Discount Store. A retail store with a floor area ranging from 5,000-15,000 square feet that offers for sale an assortment of physical goods, products or merchandise directly to the consumer, including food or beverages for off-premises consumption, household products, personal grooming and health products and other consumer goods, with the majority of items being offered for sale at lower than the typical market price. Small box discount stores do not include retail stores that: contain a prescription pharmacy; sell gasoline or diesel fuel; primarily sell specialty food items (e.g. meat, seafood, cheese, or oils and vinegars); or dedicate at least 15% of floor area or shelf space to fresh foods and vegetables.

Article 3. Zoning Districts.

Small box retail discount stores may be permitted in the CV -Commercial Vehicular zoning district, subject to special land use approval. Proposed special land uses require a full site plan review for consideration by the Planning Commission, a public notice for a public hearing, and ultimately, approval by the City Council.

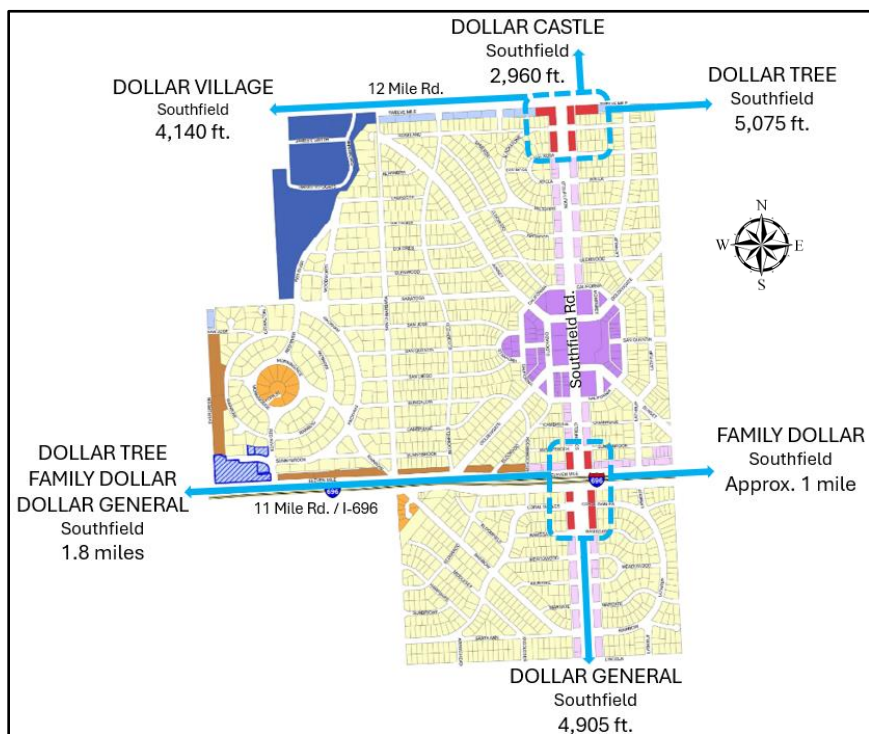
Article 4. Use Standards. A small box retail discount store cannot be located any nearer than 1 mile (5,280 feet) to any other small box retail location. Establishing this type of requirement is considered a “dispersal standard”.

Our research finds small box retail discount stores exist within less than a mile from the Commercial Vehicular zoning districts in Lathrup Village. Unless any of the outlying, existing stores become permanently closed, applying this standard would restrict small box retail discount stores to limited parcels within the CV district near Southfield Road and I-696. The map in Figure 1, on the page below, shows approximate distances from the CV districts to the nearest small box retail discount stores, all of which are located in the neighboring city of Southfield.

When reviewing a request for a Special Use Permit, the Planning Commission shall consider all of the following;

- 1) Whether the small box retail discount store will have a detrimental impact on the development of grocery stores and other businesses that sell fresh and healthy food items in the area to be served by the proposed use.
- 2) The availability of healthy food options in the area of the proposed use, including the proximity of full-service grocery stores within one mile of the proposed use, and effect of the use on the retail food environment.
- 3) A Special Land Use approved under this section must stipulate that a minimum of 15 percent of the floor area of the variety/small box store must be dedicated to fresh produce, meat, and dairy products.

FIG. 1. Nearest small box retail discount store from the CV -Commercial Vehicular zoning districts in Lathrup Village. Parcels zoned as CV are highlighted in red.



This criterion reduces the parcels eligible for special land use allowance of small box retail discount stores to those along Southfield Road, within the blocks between 11 Mile Road and Sunnybrook Avenue, north of I-696. These sites are shown in the images below.



NW Corner of Southfield & 11 Mile Road



NE Corner of Southfield & 11 Mile Road

For comparison, hours of operation for small box retail discount stores in Southfield are limited to 8:00 a.m. to 10:00 p.m.

Per Section 4.7 of the zoning code, businesses in Lathrup Village are permitted to operate between the hours of 7:00 a.m. and 11:00 p.m. We recommend these hours remain consistent when applied to small box retail discount stores, unless the Planning Commission suggests otherwise.

Article 5. Site Development Standards.

No change to these standards is proposed. Off-street parking requirements for small box retail discount stores would align with the current retail use standards, and would be as follows:

- 1 space for every 200 square feet of usable floor area. Store sizes ranging from 5,000 to 15,000 square feet would generate a parking requirement of about 25 spaces minimum to 75 spaces maximum. Section 5.13.14.C.iv. Business and Commercial Uses (retail).

What does the Master Plan say?

Vision, Goals, & Objectives

What do we want and why?

- Thriving local businesses
- Employed workforce
- A convenient selection of goods and services
- A diverse tax base with a resilient economy
- Provide meaningful, well-paying jobs for residents
- Provide entry-level jobs for younger residents
- Offer access to local goods and services for residents

Future Land Use

Commercial Vehicular

- The intent of the Commercial Vehicular category is to serve transient customers, creating a higher trip generation to the commercial site. These areas are located along Southfield Road at the intersections of 11 Mile Road and 12 Mile Road. The uses envisioned within this land use class would include retail, restaurant, service businesses such as banks, professional offices, and gas stations.

Mixed Use

- The blocks north of the Village Center and blocks south of 11 Mile Road are designated mixed use, to be redeveloped with residential, office, and “lower trip-generation retail businesses.” Most of the Southfield Road Corridor, except the Village Center and mile road intersections, are designated as Mixed Use.
 - The context of the physical layout and intent of the Mixed-Use district is not conducive to accommodating small box retail establishments.

Village Center

- The Village Center establishes a concentrated area for commercial and civic activities. It is envisioned that there will be a mix of public and private property, including residential, office, retail, restaurant, entertainment, gathering spaces, and recreation areas. The final configuration of Southfield Road will dictate the size and development footprint of the area. It is anticipated that the internal road network will be developed to continue the alley system and the conceptual “Park Street Promenade.” The current civic facilities are intended to remain in the Village Center area but may be leveraged or reconfigured to accommodate the redevelopment as envisioned for a vibrant, compact, pedestrian-oriented downtown area.
 - Given the amount of parking required for small box retail stores, as well as the intended compact, pedestrian-oriented goals of the district, the Master Plan does not support these types of uses in the Village Center district.

Commercial Corridors / Downtown Plan

- The Lathrup Village Downtown Development Authority (DDA) includes all parcels zoned CV - Commercial Vehicular. The market study of the Master Plan reports, *while there does not seem to be a demand for additional retail goods and related service space, there is the potential to capture exported space in “Food,” “General Merchandise,” and “Miscellaneous” retail that includes operations such as Barber/Beauty salons, Book Stores, Florist/ Nurseries, Paper/Paper Products, and Gifts and Novelties. The catalytic activity and focus could be on specialty food activity.*
- Recommendations of the market study generally do not lend support for small box retail discount stores. Recommendations such as, but not limited to the following:
 - Continue to enhance the walkability of the city and its neighborhoods
 - Expand specialty food opportunities beyond a traditional farmers’ market
 - Utilize first floor spaces for year-around and seasonal pop-up retail, and co-working activities
 - Expand community activity space for arts, culture, and educational training.

Summary / Recommendation

The neighboring city of Southfield adopted restrictions limiting the location of small box discount retail stores in 2021. As an enclave surrounded entirely by Southfield, these restrictions would be reasonably effective if extended into the city of Lathrup Village. A combination of restricting small box discount retail stores to be no less than 1 mile from each other and allowing for the permitting of them as special land uses within the Commercial Vehicular district only, significantly limits where this type of use could be permitted within a city of such small stature. Our analysis finds that small box discount retail stores exist in close proximity to all city boundaries of Lathrup Village, and as a result, satisfy the demand for one or more stores in a 1-to-2 mile distance. In one instance, there are currently three independent stores at the intersection of 11 Mile and Lahser Roads to the west: Family Dollar, Dollar Tree, and Dollar General. The context of the built environment along the commercial corridors in Lathrup Village, coupled with the intentions of non-residential zoning districts, and the community’s Comprehensive Plan, result in a recommendation that any development application for a small box discount retail store be restricted to the Commercial Vehicular district as a special land use, subject to the review and consideration of the Planning Commission and City Council, with solicited input from the public.

Amend Section 2.2.: Definitions to add:

Small Box Retail Discount Store. A retail store with a floor area ranging from 5,000-15,000 square feet that offers for sale an assortment of physical goods, products or merchandise directly to the consumer, including food or beverages for off-premises consumption, household products, personal grooming and health products and other consumer goods, with the majority of items being offered for sale at lower than the typical market price. Small box discount stores do not include retail stores that: contain a prescription pharmacy; sell gasoline or diesel fuel; or primarily sell specialty food items (e.g. meat, seafood, cheese, or oils and vinegars).

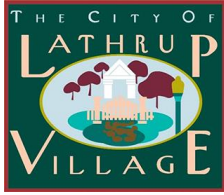
Amend Section 3, Zoning Districts, to add Small Box Retail Discount Store as a special land use in the CV -Commercial Vehicular Zoning District.

Section 3.1.6.C.xiii. Small Box Retail Discount Store

Amend Section 4, Use Standards, to add a new standard:

Section 4.23. Small Box Retail Discount Store. When permitted as a special land use, the Planning Commission shall consider all of the following:

1. A small box retail discount store shall not be located any nearer than 1 mile (5,280 feet) to any other small box retail location.
2. Whether the small box retail discount store will have a detrimental impact on the development of grocery stores and other businesses that sell fresh and healthy food items in the area to be served by the proposed uses.
3. The availability of healthy food options in the area of the proposed use, including the proximity of full-service grocery stores within one mile of the proposed use, and effect of the use on the retail food environment.
4. A Special Land Use approved under this section must stipulate that a minimum percentage of the floor area of the variety/small box store must be dedicated to fresh produce, meat, and dairy products.



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Flag Flying Policy

Background Brief: In light of increased public interest and to ensure consistency, transparency, and respect in the display of flags on City property, staff recommends the formal adoption of a Municipal Flag Flying Policy. This policy will establish clear guidelines for which flags may be displayed, where and when they can be flown, and under what circumstances temporary or commemorative flags may be considered.

The enclosed policy is based on neighboring communities with input from recent study session discussions.

Previous Action: Study Session Discussions

Economic Impact: N/A

Recommendation: I recommend the adoption of a flag flying policy.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve Resolution #2025-17 – Designating City Flagpoles as Nonpublic Forums and Platforms for Government Speech and Establishing a Flag Display Policy.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN

RESOLUTION #2025-17
DESIGNATING CITY FLAGPOLES AS NONPUBLIC FORUMS AND
PLATFORMS FOR GOVERNMENT SPEECH AND ESTABLISHING A FLAG
DISPLAY POLICY

At a regular meeting of the City Council of the City of Lathrup Village,
Oakland County, Michigan (the “City”), held on the 21st day of July, 2025.

PRESENT: _____

ABSENT: _____

The following preamble and Resolution were offered by
_____ and seconded by _____.

WHEREAS, the City of Lathrup Village owns and maintains flagpoles on city
property, including but not limited to City Hall, for the purpose of displaying flags
that convey the City’s official messages and expressions; and

WHEREAS, the City intends to designate its flagpoles as nonpublic forums and
platforms for government speech, reserving them for the City’s own expressive
purposes and limiting their use to specific flags that align with the City’s official
messages; and

WHEREAS, the City seeks to establish a clear and consistent policy governing
the display of flags on city flagpoles to avoid creating a public forum and to
ensure that all flags flown represent the City’s endorsed messages; and

WHEREAS, the City recognizes the importance of maintaining control over its
flagpoles to communicate messages of civic pride, historical significance, and

governmental purpose, while allowing limited flexibility to adopt additional flags as government speech on a temporary basis; and

WHEREAS, this resolution is intended to comply with applicable First Amendment principles, including those articulated in *Pleasant Grove City v. Summum* (2009) and *Shurtleff v. City of Boston* (2022), by clearly designating the flagpoles' status and establishing a policy for flag displays;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lathrup Village as follows:

Section 1: Designation of City Flagpoles as Nonpublic Forums and Government Speech

1. All flagpoles owned and maintained by the City of Lathrup Village on city property are hereby designated as **nonpublic forums** and platforms for **government speech**.
2. The City's flagpoles are reserved for the display of flags that convey the City's official messages, as determined by the City Council or its designated representatives.
3. The City does not intend to create a public forum, designated public forum, or limited public forum for private expression on its flagpoles. The display of any flag on city flagpoles constitutes government speech, reflecting the City's endorsed message.

Section 2: Policy Governing Flag Displays

1. **Purpose:** The City establishes this policy to govern the display of flags on city flagpoles, ensuring that all flags flown represent the City's official messages and maintain the flagpoles as nonpublic forums.
2. **Permissible Flags:** The City may fly the following flags on its flagpoles, each of which constitutes government speech:
 - a. The flag of the United States of America, as previously flown on United States government properties.
 - b. The flag of the State of Michigan, as previously flown at the Michigan State Capitol building.
 - c. Any official flag of the City of Lathrup Village, including but not limited to the city flag or flags representing city departments or initiatives.
 - d. Any flag that, within the last five years from the date of this Resolution, the City has flown on City owned flag poles, outside or inside City owned building, any flag Oakland County has flown outside of the Oakland County Executive and Courthouse complex in Pontiac , Michigan, any flag that the State of Michigan has flown on the flagpoles outside the State Capitol Building in Lansing, Michigan or any flag the US Government has flown on the flagpoles on or outside the White House in Washington D.C.. including but not limited to the POW/MIA flag, the Juneteenth flag, the Pan-African flag, the Pride or Progressive Pride flag.
3. **Temporary Authorization of Additional Flags:**
 - a. The City Council may, by resolution and issuance of a Proclamation,

authorize the temporary display of additional flags on city flagpoles for specific civic, historical, or cultural purposes, provided such flags are adopted as the City's own message and constitute government speech.

b. Any temporarily authorized flag must align with the City's official purposes, such as commemorating significant events, promoting civic pride, or recognizing historical or cultural milestones.

c. The Proclamation shall document the purpose, duration, and rationale for displaying any temporary flag, ensuring that such displays remain government speech and do not create a public forum.

d. Examples of temporary flags may include, but are not limited to, flags commemorating national holidays, state-recognized events, or city-sponsored initiatives, subject to City Council approval.

4. Flag Protocol

a. It is the policy of the City of Lathrup Village to correctly honor the flags displayed on City property in compliance with national and state protocols for flag display and etiquette.

5. Prohibited Uses:

a. City flagpoles shall not be used for the display of private flags, commercial flags, or flags representing individual organizations, groups, or causes, unless such flags are expressly authorized by the City Council as government speech under Section 2(3).

b. The City shall not accept or fly flags provided by private individuals or

groups unless the City Council adopts the flag as its own message through the process outlined in Section 2(3).

Section 3: Administration and Enforcement

- 1. The City Manager, or their designee, shall oversee the implementation of this policy and ensure compliance with its terms.
- 2. Any request to fly a flag not listed in Section 2(2) must be submitted in writing to the City Manager, who shall forward the request to the City Council for consideration under Section 2(3).
- 3. The City Council's decision to approve or deny a temporary flag display shall be based on the criteria in this resolution and shall be applied in a viewpoint-neutral manner.

Section 4: Severability

If any provision of this resolution is found to be invalid or unconstitutional by a court of competent jurisdiction, such provision shall be severed from the remainder of the resolution, which shall remain in full force and effect.

Section 5: Effective Date

This resolution shall take effect immediately upon its adoption by the City Council.

YEAS: _____

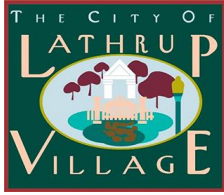
NAYS: _____
ABSENT/
ABSTAIN _____

STATE OF MICHIGAN)
COUNTY OF OAKLAND)ss

)ss

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Lathrup Village, Oakland County, Michigan at a regular meeting duly called and held on the 21st day of July, 2025, the original of which resolution is on file in my office, and that notice of said meeting was given, the meeting was held and the minutes filed in accordance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended.

Alisa Emanuel
City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: EB 11-Mile Construction Change Order

Background Brief: After a month's delay on the EB 11-Mile project, due to MDOT, the EB 11-Mile contractor was able to complete the traffic shift and begin construction on the southern portion of the road. During the milling portion of the resurfacing project, the contractor discovered that the steel reinforcement in the existing gutter on the south side of the service drive, east of Lathrup Blvd, was too shallow and they were not able to mill the section, as it would likely get tied up in their milling machine and cause catastrophic damage to their equipment.

After meeting on site with the City Engineers, the recommendation is to approve a construction change order to fully remove approximately 450 feet of deteriorated concrete curb and gutter on the south side of the road (from Lathrup Blvd to the east City limits) and place all new concrete in the same location. Replacing this deteriorated section of curb and gutter will allow the contractor to provide new curb and gutter that will effectively convey stormwater runoff away from the road surface and into the existing storm drainage system. This will prevent further deterioration of the edge of the roadway and allow the contractor to place a smoother asphalt surface adjacent to the gutter. This will ensure a more durable solution to preserve the integrity of the road.

Previous Action: December 2024 – Approved MDOT EB 11 Mile Paving Project

Economic Impact: The estimated cost for this change order is \$42,000. This additional funding will require a budget amendment within the Major Road Fund.

Recommendation: I recommend approving the change order.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve change order for additional concrete curb repairs for the EB 11 Mile Paving Project for an estimated cost of \$42,000.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member



Engineer's Opinion of Cost

July 17, 2025

EB 11 Mile Resurfacing

Additional Concrete Curb Repair

City of Lathrup Village

| Item | Quantity | Unit | Unit Price | Amount |
|---|----------|------|-------------|--------------|
| Curb and Gutter, Rem | 450 | Ft | \$ 40.00 | \$ 18,000.00 |
| Curb and Gutter, Conc, Det F6 | 450 | Ft | \$ 30.00 | \$ 13,500.00 |
| Topsoil Surface, Furn, 2 inch, Modified | 100 | Syd | \$ 40.00 | \$ 4,000.00 |
| Hydroseeding | 100 | Syd | \$ 40.00 | \$ 4,000.00 |
| Surveying and Engineering | 1 | LS | \$ 2,500.00 | \$ 2,500.00 |
| Total Cost | | | | \$ 42,000.00 |

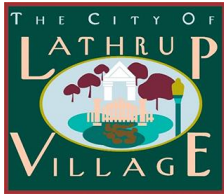


A photograph showing a concrete curb separating a grassy area from an asphalt road. The curb is light gray and shows signs of weathering and staining. The grass is green and somewhat overgrown. The asphalt road is dark gray and appears to be in poor condition, with a large, rough, and uneven patch of material in the foreground. The overall scene suggests a roadside or parking area in need of maintenance.

Item 8J.







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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: DPS Bobcat Backhoe Loader Purchase

Background Brief: As part of the approved CIP, the City is looking to purchase a new backhoe loader for DPS use. Our current backhoe is a 2006 New Holland B95 with ~2,600 hours and is at the end of its useful life.

City staff contacted all three MiDeal-approved backhoe vendors, and Doosan Bobcat North America was the only one to respond with a formal proposal. Additionally, reviewing the schedule B pricing guides on MiDeal, Bobcat provided the best cost for this product.

MSRP on the recommended backhoe is \$112,317. Due to MiDeal pricing, the City will receive this piece of equipment for \$85,360.92 plus additional costs for necessary features and shipping.

The City did examine the used market for backhoes. If we were to purchase a used one, based on DPS recommendation, we would be seeking a 2018 or newer with under 800 hours. That way, the City would be more likely to get 8-10 years out of it. However, we were unable to find any pieces of equipment that met our needs.

Previous Action: Included in the CIP and FY 26 budget.

Economic Impact: Total cost of \$102,008.92 – 50% charged to the GF, 25% to Water, and 25% to sewer.

\$100,000 was included in the budget for this equipment (same split as above).

Recommendation: I recommend approving the enclosed quote.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the MiDEAL DPS Bobcat Backhoe Loader purchase from Doosan Bobcat North America for a quoted cost of \$102,008.92.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member



Product Quotation
 Quotation Number: **ND1236800**
 Quote Sent Date: **Jun 09, 2025**
 Expiration Date: **Jul 09, 2025**

Your Bobcat Contact
Nate Dwelle
 Phone: +17012052517
 Email: nate.dwelle@doosan.com

Your Customer Contact
MIKE GREENE
 Phone: 2485572600
 Email: mgreene@lathrupvillage.org

Deliver to
LATHRUP VILLAGE
 27400 SOUTHFIELD
 LATHRUP VILLAGE, MI, 48076

Bobcat Dealer
Carleton Equipment Company Bobcat of
Motor City, Livonia, MI
 31231 SCHOOLCRAFT ROAD
 LIVONIA, MI, 48150

Bill to
NEW GOVERNMENT CUSTOMER
2391333
 250 E Beaton Dr
 West Fargo, ND, 58078-2656

| Item Name | Item Number | Quantity | Price Each | Total |
|--|---------------|---|------------|-------------------|
| B760 T4 Bobcat Backhoe Loader | M4816 | 1 | 85,360.92 | 85,360.92 |
| Standard Equipment: 96 HP 3.4L Tier 4 Bobcat Engine 12 Volt power socket 2" Retractable Seat Belt Accelerator Pedal Auto Throttle Auxiliary Hydraulics: Loader and Backhoe Back-up Alarm Battery Disconnect Switch Instrumentation: Standard 5" Display with Keyless Start, Engine Temperature & Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, and security lockouts. Differential Lock USB Charger with Type A & C Engine and Hydraulics Systems De-rate Extendable Arm Fold Down Backhoe Stabilizers Foot Control for Backhoe Auxiliary/Extendable Arm Control Four Wheel Drive Front Horn | | Glow Plugs Interior and Exterior Mirrors Interior Storage Compartments Lift Arm Support Mechanical Self Leveling Loader Multi Function Loader Joystick w/ Clutch Button, Loader Aux Control, and Differential Lock Button Operator Canopy: Roll Over Protective Structure (ROPS) meets ISO 3471; Falling Object Protective Structure (FOPS) meets ISO 3449 Level II Pilot Backhoe controls w/Auxiliary Hydraulic and Extendable Arm selector Pin On Buckets Return to Dig function Ride Control Rotating Beacon Tie Down Points Tilt Steering Column Travel Direction Control Lever w/Four Gear selection Vinyl Suspension Seat Work lights - (2 front & 2 rear) Warranty: 2 years, or 2000 hours whichever occurs first | | |
| Cabin w/HVAC | M4816-R01-C02 | 1 | 7,182.00 | 7,182.00 |
| 90" General Purpose bucket | M4816-R04-C01 | 1 | 2,660.00 | 2,660.00 |
| 24" Backhoe Bucket | M4816-R05-C01 | 1 | 1,102.00 | 1,102.00 |
| Pallet Forks BH760 | 7424569 | 1 | 2,014.00 | 2,014.00 |
| Total for B760 T4 Bobcat Backhoe Loader | | | | 98,318.92 |
| Quote Total - USD | | | | 98,318.92 |
| Dealer P.D.I. | | | | 300.00 |
| Tariff Surcharge | | | | 0.00 |
| Freight Charges | | | | 3,390.00 |
| Quote Total - USD | | | | 102,008.92 |

Comment:

*Prices per the Michigan State MiDeal Contract # 250000000021

*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. , 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

*Questions can be submitted via email to Nate.Dwelle@doosan.com or by phone at: 1-800-965-4232.

Customer acceptance:

Quotation Number:: **ND1236800**

Purchase Order:_____

Authorized Signature:

Print:_____ Sign:_____

Date:_____ Email:_____

Addresses

Delivery Address_____

Billing Address (if different from ship to):_____

Tax Exempt: Y ☐ / N ☐

Exempt in the State of:_____

Tax Exempt ID:

Federal:_____

State:_____

Expiration Date:_____



Lathrup Village Police Department

27400 Southfield Rd, Lathrup Village, MI 48076 (248) 557-3600

Memorandum

To: Lathrup Village City Council

From: Lt. Michael Zang

A handwritten signature in black ink, appearing to be "Michael Zang", written over a circular stamp or mark.

Date: 7/1/2025

Re: Police Fleet Vehicles

In February of 2025 during the beginning of the 2025/2026 budget discussions, I contacted Berger Chevrolet who honors the MI-Deals contract pricing on vehicles for municipalities and who we purchase our patrol cars through. Since our current vehicles, The Chevy Impala are no longer being manufactured, we began looking at SUVs instead. We looked at the 2024 SUVs that Chevy was offering at the time. We liked the Traverse for its size, however, we thought that the price was too much. We ultimately chose the mid-size Blazer, which is smaller than the Traverse, but still gives us enough space for departmental operations. The price for the Blazer was just under \$35,000 at the time we were preparing for the budget. I was advised by the Fleet Sales Manager to call back in July of 2025 to order a vehicle and to get official pricing for the 2025s that would only be available at that time. On July 1, 2025 I contacted the Fleet Sales Manager again, and he advised me that they only have one 2025 Chevy Blazer available at the MI-Deals Contract pricing. The current price for the 2025 Blazer is \$36,487, a difference of \$1,487. We are requesting City Council approve the additional \$1,487 dollars to replace one of our aging Impalas. Thank you for your consideration.



2525 28th Street SE
Grand Rapids, MI 49512
Phone: (616) 949-5200
Fax: (616) 988-9178

Invoice No. 220381

INVOICE

Customer

Name CITY OF LATHRUP VILLAGE
Address 27400 SOUTHFIELD RD
City LATHRUP VILLAGE State MI ZIP 48076
Phone _____

Date 07/01/2025
P.O. # N/A
Contact N/A
Salesperson ROBERT EVANS

| Qty | Description | Unit Price | TOTAL |
|-----|--------------------------------------|------------|----------|
| | 2025 CHEVROLET BLAZER | 36472.00 | 36487.00 |
| | TITLE FEE | 15.00 | |
| | Vehicle Numbers 3GNKBHR44SS220381 | | |

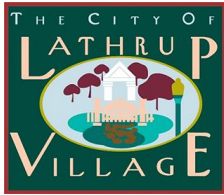
Payment Details

- ☐
☐
☐

Please submit payment upon receipt

| | |
|---------------------|----------|
| Subtotal | 36487.00 |
| Shipping & Handling | |
| Taxes | |
| TOTAL | 36487.00 |

Office Use Only



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Community Room Roof Specifications

Background Brief: Included in the FY 26 budget was \$25,000 to address leaking issues with the Community Room roof. However, after having multiple roofing contractors come to City Hall and evaluate the roof and request quotes, it appears there is more to this issue than originally thought. Additional issues include, but are not limited to, the roof slope and/or gutter placement not being correct, leading to standing water at the edge of the building; HVAC equipment not being raised properly on the roof; and drainage concerns.

Due to these issues, I believe it is imperative to take a step back and work with an independent consulting firm that specializes in roofing so we can have a proper recommendation on how to manage this City asset. Detroit Roofing Inspection Service (DRIS) is an independent consulting firm specializing in roof inspection and consultation. DRIS has been in the construction consulting industry since 1968 and comes highly recommended by some of our neighboring communities.

The enclosed proposal would allow the City to utilize DRIS to complete a survey of the existing roofing system and then design bidding documents that meet all our needs. Based on the outcome of the bidding documents, we will know if we can move forward this current fiscal year or if we need to plan for a more intensive project in the next couple of years.

Previous Action: N/A

Economic Impact: \$5,500 for DRIS preparation of re-roofing specifications.

\$25,000 was budgeted in 101-201-000-970 for the Community Room Roof

Recommendation: I recommend approving the enclosed proposal.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the specialized design service quote from Detroit Roofing Inspection Service for an estimated cost of \$5,500.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

**DETROIT ROOFING INSPECTION SERVICE**

P.O. Box 99700, Troy, MI 48099

Timothy P. Riha

RRC, RRO ~ Consultant

586-759-2143 office

Tim.Riha@DRISontheNet.com

586-201-0664 cell

March 1, 2023

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

Re: Specifications and Part Time Inspection
Location: City of Lathrup Village – Rear Flat Roof Only
27400 Southfield Rd.
Lathrup Village, MI

Dear Mr. Greene:

Concerning our recent conversation regarding our fees for preparation of re-roofing specifications on the above referenced facility, we are pleased to submit the following proposal.

Design Services

1. Survey of the existing roofing system to determine deck type and overall construction (this is not a condition survey or prioritization).
2. Preparation of bidding documents which will include:
 - A. Bidding Requirements
 - (a) Invitation to bid.
 - (b) Instructions to bidders.
 - B. Project Forms
 - (a) Owner/Contractor Agreement.
 - (b) Performance, labor and material bonds.
 - (c) Payment Certificates.
 - (d) Proposal forms including unit price schedule.
 - C. General Conditions
 - (a) Scope of work.
 - (b) Material specifications.
 - (c) Delivery and storage of materials.
 - (d) Contractor qualifications.

- D. Technical Specifications
 - (a) Preparation of existing surfaces.
 - (b) Installation of roofing materials.
 - (c) Inspection monitoring.
 - (d) Roof plan and construction details.
- 3. Conduct a pre-bid meeting with selected contractors.
- 4. Review bids and make recommendations based on:
 - A. Low bid price.
 - B. Unit Price Schedule.
 - C. Contractors Schedule.
 - D. Past Performance on similar types of projects.
- 5. Prepare contractor/owner agreement if required.
- 6. Review all change orders and approve certificates for payment.
- 7. Completed bidding documents will be submitted to the owner for final approval.

Project Manuals including all necessary drawings and construction details, will be provided to selected contractors at the owners direction.

Detroit Roofing Inspection Service, Inc. agrees to complete the above referenced services for a fee in the amount of **\$ 5,500.00.**

Currently our schedule to start this project would be approximately 2-4 weeks out, weather permitting.

Inspection Services

Detroit Roofing Inspection Service (DRIS) can offer Part Time Inspection on this project. **Part Time** Inspection allows for a DRIS representative to visit the project once a day while the contractor is on site. This allows us to track the contractors progress as well as to make any corrections or adjustments in the contractors work on a daily basis. Typically, these inspections are completed randomly at different times each day to gain the best possible view of the contractors work in progress.

In addition, Inspection Services will include:

- 1. Representatives of Detroit Roofing Inspection Service, Inc. will conduct a pre-start meeting at the site, with the contractor's estimator, and field personnel to review the project specifications, proposed materials, and set-up areas.
- 2. Manufacturers certifications, bond forms, insurance certificates, and unit price schedules will be reviewed prior to the contractor starting work.

3. Daily inspections will be completed and written reports will be produced including:

- A. Weather conditions.
- B. Area where work was completed.
- C. Materials installed.
- D. Deck replacement areas and specific quantity.
- E. Narrative type report detailing progress and any unforeseen problems.

4. Preparation of an itemized punch list and final inspection.

5. Daily reports will be sent to designated parties on a weekly basis.

Detroit Roofing Inspection Service, Inc. agrees to complete the above referenced services for the following fees:

| | |
|-----------------------------------|---|
| Part Time (on site approx. 1 hr.) | \$ 300.00 – Each / per building (includes expenses) |
| Punch List | \$ 500.00 – Each / per building (includes expenses) |
| Final Inspection | \$ 250.00 – Each / per building (includes expenses) |
| Document Review | \$ 150.00/Per Hr. inv. in 15 min blocks |
| Scheduled Meetings | \$ 300.00/ first Hr. & \$100 per 1/2 Hr. after |

Holiday and Weekend Rates

| | |
|-----------------------------------|------------------------------------|
| Part Time (on site approx. 1 hr.) | \$ 300.00/Trip (includes expenses) |
|-----------------------------------|------------------------------------|

The above fees are based on completing daily Part Time inspections Monday – Friday. If we are not awarded daily Part Time Inspection we would not be interested in completing one time inspections or Final Inspections. Please note that at this time inspections on the weekends or holidays is based on our availability.

If this quotation is acceptable, please sign and return to our office. If you have any questions

Sincerely,



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

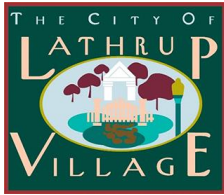


Accepted by: _____
(PRINT NAME)

Signature: _____

Position: _____

Date: _____



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: Phone System Upgrade

Background Brief: Included in the FY 26 budget is \$20,000 to conduct a phone system upgrade for the City Hall building to address our dated system. Over the past few months, staff have reached out to telecom companies to schedule on-site meetings to review our building, discuss our needs, and request proposals to upgrade our current phone system.

Included in your packet is a review of the materials that will be addressed with this needed upgrade.

After reviewing all factors, the staff recommendation is to proceed with BSB – Cloud Services. The estimated install price is \$18,128.69, and the City's monthly phone bill is projected to decrease to \$541.04 per month (savings ~\$99.96 per month).

BSB is our current provider, and they have intimate knowledge of our building and our needs. Additionally, a major factor for staff was BSB's ability to provide onsite services post-install as part of their cloud package.

Previous Action: N/A

Economic Impact: Estimated installation price of \$18,128.69. \$20,000 was budgeted in 101-100-000-850 for this project.

Additionally, the City's monthly phone bill is projected to decrease to \$541.04 per month (savings ~\$99.96 per month). The City budgeted \$15,000 in 101-100-000-850 to cover phone bills.

Recommendation: I recommend approving the BSB – Cloud upgrade.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the phone system upgrade project with BSB – Cloud, for an estimated cost of \$18,128.69.

Kelly Garrett
 Mayor

Bruce Kantor
 Mayor Pro-Tem

Jalen Jennings
 Council Member

Jason Hammond
 Council Member

Maria Mannarino
 Council Member

Phone System Comparison

Why We Need New Phones:

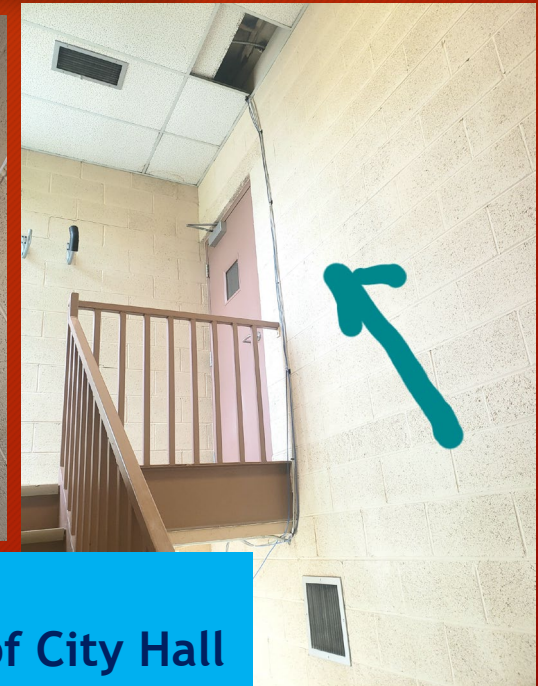
- The current phone system is a **digital, outdated** technology
- Not supported anymore
- The New System will be able to work with Fiber Optics if we ever change to a Fiber Optic System
- We will be able to change outgoing messages
- Five companies came out, but we only had 3 Companies that followed through with quotes on the Cabling aspect, Actual phones, and related equipment, and the phone bills
 - BSB
 - Abilita
 - Black Rock



Digital Phone Controller Box

More than new phones, this is a **system update** along with New Cabling & Old Cable/Tech Clean up

- 1) Cat 6 Cable *throughout* the building
 - i. The City currently has phone jacks and Cat 3 and Cat 4 cables
- 2) Secure Installation
 - i. No exposed wires that could be compromised:
 - a. Currently can be physically cut or pulled
 - b. They can be tapped into, called “snipping” which gives access to sensitive information
- 3) Proper installation of NEW Cable
 - Securing loose jacks – use of Conduit piping
 - Use of building code standards for installation Using J Hooks over the Ceiling tiles, so the cables are not resting on the tiles



Staircase 1st and 2nd Floor
On the Administration side of City Hall



Removal of Old Phone System Technology

- Large amounts of wiring on what is called Fire or Back boards, and Metal covers and plastic pieces on these boards
 - From the Basement
 - From the Election Closet
 - Old Phone system box - From the Basement
 - Old Phone system-related support pieces of equipment

Old Technology in the Basement



Item 8N.




ELECTION CLOSET Old Phone Technology



Technology to be placed in a rack



Remove Phone,
Internet, and
Verkada Camera
Control from the
Finance Director's
Office to a Secure
Locking Rack
Cabinet (on the
2nd floor)



NavePoint 22U 600mm Depth

SKU: 00404140 [WRITE A REVIEW](#)

IN STOCK

This Performance Series 22U 600mm depth network rack cabinet offers the performance and versatility in organizing and securing your 19" networking equipment. It's easy to deploy the Performance Series rack cabinet in a variety of environments. Removable, locking side panels allow access, an L-shaped door allows for easy access, and (2) ventilation help keep your equipment safe from dust and heat.

\$635.00 Order by 2pm

QUANTITY:

ADD TO QUOTE

[Email](#) [Print](#) [Facebook](#) [Twitter](#) [LinkedIn](#) [Pinterest](#)

Other Factors to Consider

- 1) **2 FAX numbers** for Police and Administrative Offices
- 2) **Voice Mail for City Council**
 - i. Will transcribe voice mail messages to email messages automatically
- 3) **3 Hotline Phones – use a different system**
 - i. The Direct to Dispatch Phone in the doorway by the Police Station
 - ii. The White Phone on the Wall of the Police Department (LEIN Phone)
 - iii. The Phone to 911 on the Pole located outside the Police Station
- 4) The Actual Cost of the “phone bill”
- 5) The Actual Cost of the bill for the “FAX” lines bill
- 6) The support and Service that we will receive for the system – All will have new warranties
 - i. In case something breaks, all companies are offering remote diagnostic services
 - ii. BSB was the only company that promoted its in-person service call availability

Choosing On Premise or Cloud based System

- a. Phones are also being replaced for the **Police Department**.
 - i. They need separate cables dropped for each phone due to their security protocol – Admin phones will just be plugged into our Computers
- b. The on-premises system is the most secure, but costs more **initially**
 - i. The On Premise meets the new Security Standards: TLS 1.3 Encryption
 - 1. TLS 1.3 is the latest version of the Transport Layer Security protocol, designed to enhance security and speed up internet communication
 - 2. Meets CJIS police security standards
 - 3. Cloud systems can meet these standards too, and work with the IT department

Our Preference is a Stand-Alone Desk phone:

Item 8N.



Yealink T33G



Yealink T54G

Administrative staff will receive upgraded desk phones.

- i. Similar to existing phones.
- ii. There are 3 major choices of IP phones:
 - 1. Mitel – Which we currently use
 - 2. Yealink
 - 3. Ubiquiti – completely different, cell phone design



Ubiquiti Example



MiTel 6915



MiTel 6930

Upgraded system and a chance to save money long term.

Comparing the Costs of:

- a. The long-term price of the Monthly Phone Bill
- b. The Service from the Phone Provider
- c. The Actual Cost of the New Phones
- d. The Cabling/Removal of old Cables and Technology cost
- e. The Actual Equipment Cost, which supports the Phone System, includes the different components that are needed to support the phone system

| | BSB – On Premise | BSB - CLOUD | ABILITA - CLOUD | BLACK ROCK-CLOUD |
|---|---|--|---|--|
| TOTAL INSTALL PRICE | \$27,108.85 | \$18,128.69 | \$15,369.30 | \$28,565 |
| Monthly Phone Bill | \$164.43 | \$395.78 | \$414.00 | \$225.00 |
| | Ooma Co. | Intermedia/BSB Elevate | | \$25 x 9 lines |
| Monthly FAX Bill | \$79.90 | \$25.98 | \$37.80 | Admin 1, Police 8 \$____ waiting for info |
| | \$39.95 per Fax line | \$12.98 each = | \$18.90 per Fax line | Not Sure yet, not given this information |
| | Admin & Police | Admin & Police | Admin & Police | |
| | | Transcribe voicemails to email | | |
| Monthly Surcharges | Inc. surcharges | \$119.28 | Plus Surcharges, not listed, should be same mandatory charges of \$119.28 | Not given this information |
| Monthly Phone Support/Service Cost | They will come out or Remote in, for free if it is a MiTel Warranty issue for 3 years. \$175 an hour if we need a Service Call | No Additional Charge, but Support is Included – Remote, they will not charge to come out for CLOUD | Remote included | Not given |
| Ooma Set up 1 time Charge | \$589.99 (27,698.84) | Included in CLOUD | Included in CLOUD | |
| TOTAL BILL | \$244.33 | \$541.04 | \$571.08 | ~\$275 (unable to confirm) |
| Estimated Monthly Savings post Upgrade | \$396.67/month | \$99.96/month | \$ 69.92/month | ~\$366 (unable to confirm) |
| Total Current BSB Bill: | \$641.00 - 678.25 Intermedia Carrier Only | | | |



BSB COMMUNICATIONS INC
SYSTEM PROPOSAL
PREPARED FOR
CITY OF LATHRUP VILLAGE



MIDLAND, MICHIGAN
 5708 W Wackerly St, Ste B
 Midland, MI 48642
 Tel 989.492.7000
 Fax 989.492.7013

GRAND RAPIDS, MICHIGAN
 3145 Prairie St SW, Ste 101
 Grandville, MI 49418
 Tel 616.272.7111
 Fax 616.272.7113

TRAVERSE CITY, MICHIGAN
 120 E Front St, Ste 2
 Traverse City, MI 49684
 Tel 231.715.7111
 Fax 231.715.7113

PREPARED BY
KEVIN POUGH

1/17/2025

METRO DETROIT, MICHIGAN
 41150 Technology Park Dr, Ste 101
 Sterling Heights, MI 48314
 Tel 586.774.6000
 Fax 586.774.3413

PORT HURON, MICHIGAN
 2929 Lapeer Rd, Ste D
 Port Huron, MI 48060
 Tel 810.987.4543
 Fax 810.987.9165

TOLEDO, OHIO
 5660 Southwyck Blvd, Ste 103
 Toledo, OH 43614
 Tel 419.866.9999
 Fax 419.725.6426

Contact Information

END USER

| | |
|-------------------------------|---|
| Company Name: | City of Lathrup Village |
| Site Address: | 27400 Southfield Road, Lathrup Village, MI 48076 |
| Primary Contact Name / Title: | Alisa Emanuel, City Clerk |
| Contact Address: | 27400 Southfield Road, Lathrup Village, MI 48076 |
| Phone Number: | 248-557-2600 E-mail: aemanuel@lathrupvillage.org |

PROVIDER OF SERVICES

| | |
|-------------------------------|--|
| Company Name: | BSB Communications |
| Address: | 41150 Technology Park Dr, Ste 101, Sterling Heights, MI 48314 |
| Primary Contact Name / Title: | Kevin Pough |
| Phone Number: | 586-859-6357 E-mail: kevin.pough@gobsb.com |

PROJECT MANAGER

| | | | |
|-----------------------|-----|---------|-----|
| Project Manager Name: | TBD | | |
| Phone Number: | TBD | E-mail: | TBD |

Proposed Solutions

Mitel SMB Controller

The Mitel SMB (Small Medium Business) Controller is a communication server platform that perfectly addresses the smaller customer or branch office segment for the MiVoice Business solution and offers a growth potential for up to 150 users.



The communication server can be expanded using interface cards and system modules, providing enterprise-level features in a small business package. The Mitel SMB Controller is the perfect solution for customers previously on MiVO250 and MiVoice Connect.

Key Features:

- Supports up to 150 users
- Applications directly integrated in the SMBC platform
- Supports MiVoice Business
- Optionally supports integrated MiVoice Border Gateway for functions such as SIP Trunking and Teleworker
- Supports integrated CloudLink Gateway
- Supports integrated probe for Mitel Performance Analytics
- Powerful and future-ready for customer investment protection

Embedded Voicemail

An Embedded Voice Mail system within the Mitel Networks Integrated Communications Platform (ICP) is cost-effective and easy to manage, offering customers a messaging solution today with an intelligent migration path to IP telephony. Users can conveniently manage their voice messages with intuitive telephone prompts and complete integration with Softkeys on Mitel Networks telephones. Along with many superbly designed features, the system includes a multi-level auto-attendant to conveniently route incoming calls, providing callers with better self-service access to the person or department they are calling. Recorded Announcement Devices can automatically answer incoming calls and deliver pre-recorded messages, while easing the burden on reception staff. This embedded voice mail system can forward messages to e-mail addresses or pagers, allowing users to be notified of a call anywhere and anytime.

Mitel 6920w IP Phone



The 6920w is designed for power users who require a phone with a modern design that is flexible and delivers a high-quality communications experience. It provides flexible network connectivity options including wired Ethernet and built-in Wi-Fi to facilitate installation in work-at-home and corporate environments.

The 6920w is built from the ground up to provide an exceptional HD audio experience with high-quality full-duplex speakerphone and support for Mitel's H-Series USB and EHS/DHSG headsets.

Features:

- Embedded WiFi - dual band (2.4GHz & 5GHz) IEEE 802.11a/b/g/n
- Bluetooth 5.2
- Energy Efficient Ethernet (EEE) support
- 3.5-inch QVGA color display: 320x240 pixel
- Crystal clear HD audio
- High quality full-duplex speakerphone
- Corded speech optimized handset
- MobileLink mobile device integration
- Mobile phone charging point

Mitel 6915 IP Phone

The 6915 is designed to be instinctively easy to use with its crisp high resolution 3.5" color LCD display. It provides an exceptional HD audio experience via its high-quality full-duplex speakerphone and support for USB, EHS/DHSG & analog headsets. Additionally, the 6915 offers an intuitive user experience via its programmable personal and context-sensitive soft keys that are combined with icon-based navigation menus and intuitive user interfaces.



Mitel Software Assurance

Mitel Software Assurance (SWA) provides two primary components for optimization and ongoing support of your software-driven Mitel communications system.

The first component provides comprehensive access to new software update releases (which includes bug fixes, patches and minor feature enhancements) as well as software upgrade releases (which include new features and functionality developed and made available in the most current software version, and may contain bug fixes and patches) for the applicable product(s) during the term of the Software Assurance subscription term.

The second component provides Mitel technical support services on your behalf to BSB Communications Inc (BSB). In the event a technical issue arises that requires the manufacturers engineering or developer assistance, BSB will have access on your behalf to those services direct from Mitel.

Software Assurance Programs

- Standard Software Assurance is Mitel's core software support offering which includes access to new software releases, updates, technical support services during normal business hours (8AM-8PM Mon-Fri).
- Premium Software Assurance is Mitel's enhanced software support offering extending Standard SWAS with 24/7 technical support coverage.

Software Assurance Subscription Options

- Software Assurance can be purchased yearly, or in 2-5 year bundles. Subscriptions can be extended prior to expiration of the current Software Assurance program.
- In event the current software assurance has expired; a new subscription can be purchased with an additional re-enlistment fee.

Schedule of Equipment and Services

Total Price for Core Solution:


\$12,899.85

| Qty | Part Number | Description | Unit Sell | Ext Sell |
|-----|-------------|--|-----------|-------------------|
| | | MiVoice Business Hardware | | |
| 1 | 54011858 | MiVB on SMB Controller On Premise Phone Controller | \$234.50 | \$234.50 |
| 2 | 50008299 | 6800/6900 Wall Mount To mount the Controller | \$27.30 | \$54.60 |
| 1 | 20350236 | SMBC rack mount kit To mount the Controller | \$24.12 | \$24.12 |
| 1 | 20351208 | System Module 2 DSPX Card to operate Controller | \$277.88 | \$277.88 |
| 1 | 50008381 | SMB Controller 8/38G Motherboard Memory | \$569.50 | \$569.50 |
| | | MiVoice Business License | | |
| 20 | 54000297 | MCD Mailbox license for Physical phones | \$30.48 | \$609.60 |
| 5 | 54002701 | MiVoice Business License-SINGLE LINE EXT City Council Extensions | \$45.22 | \$226.10 |
| 1 | 54012135 | Dynamic Extension 30-pack for MiVB SMB | \$335.00 | \$335.00 |
| | | Actual Phone License to get features to use the phone | | |
| | | Endpoints are phones & Cords | | |
| 2 | 50006822 | AC Adaptor L6 48V NA | \$19.50 | \$39.00 |
| 1 | 51005172 | PWR CRD C7 2.5A 125V-NA PLUG NON POLRIZD | \$7.80 | \$7.80 |
| 2 | 50008385 | 6920w IP Phone More Features - Front Desk | \$227.50 | \$455.00 |
| 20 | 50008415 | 6915 IP Phone V2 Desk Phones | \$143.00 | \$2,860.00 |
| | | Software Assurance & Support (SWAS) Security Updates too Like a Microsoft License from MiTel | | |
| 5 | 54007864 | SWA Std 3y MiVBus Analog Port | \$12.35 | \$61.75 |
| 30 | 54007873 | SWA Std 3y MiVBus User | \$28.58 | \$857.40 |
| 1 | 54011869 | SWA Adv 3y MiVBus on SMB Controller | \$87.60 | \$87.60 |
| | | EQUIPMENT SUB-TOTAL | | \$6,699.85 |
| | | Services | | |
| 4 | L3-LB-PM | L3 Project Management | \$175.00 | \$700.00 |
| 21 | L3-LBR-SYS | L3 System Implementation & Design | \$175.00 | \$3,675.00 |
| 5.5 | L3-LB-STA-R | L3 Station Setup & Programming (Remote) | \$175.00 | \$962.50 |
| 5.5 | L3-LBR-TEL | L3 Tel Unbox-Assemble-Pin-Place- Test (On-Site) | \$175.00 | \$962.50 |
| 2 | L3-LBR-UT | L3 End User Training Hours (On-Site) | \$175.00 | \$350.00 |
| 2 | L3-LB-AT | L3 System Admin Training Hours | \$175.00 | \$350.00 |
| 1 | LaborDisc | Labor Discount | -\$800.00 | -\$800.00 |
| | | Warranty / Support | | |
| 1 | PartsWrtly | 1 Year Standard Parts Warranty | Incl. | Incl. |
| 1 | Support24X7 | 1 Year (24x7) Labor Support | Incl. | Incl. |
| | | SERVICES SUB-TOTAL | | \$6,200.00 |

SDA_City of Lathrup Village_15347_v1

Note 1: Pricing is based on the Mitel Sourcewell Contract #120122-MBS

Proposal - City of Lathrup Village

| | | | | | | | |
|---|-----------|---|--|-------------------------------------|-------------|------------------------------|---------------------|
|  | | Option 2 | | | | Date: 1/17/2025 | |
| Mitel MiVoice Business - Subscription Solution | | | | | | | |
| | | | | | | | |
| Company Name : City of Lathrup Village | | | | Main Contact Name : Alisa Emanuel | | | |
| Address 1 : | | | | Main Contact Phone : | | | |
| Address 2 : | | | | Main Contact E-Mail : | | | |
| Address 3 : | | | | Company Domain : | | | |
| Contract Term : 36 Month Subscription Term | | | | Project Contact Name : TBD | | | |
| Finance Type/Term : 36 Month Financing | | | | Project Contact Phone : TBD | | | |
| Finance Buy-Out : Non-Profit \$1.00 Out | | | | Project Contact E-Mail : TBD | | | |
| | | | | | | | |
| Mitel Subscription | | 36 Month Subscription Term | | Qty | List | Unit Price | Monthly |
| MiVB Sub Telephony User 36m | | User Profile | | 12 | \$3.80 | \$2.51 | \$30.15 |
| MiVB Sub Entry User 36m | | User Profile | | 22 | \$7.60 | \$5.04 | \$110.83 |
| SIP Trunk Licenses | | Licenses | | Incl'd | Incl'd | Incl'd | Incl'd |
| | | | | Monthly Sub-Total | | | \$140.98 |
| | | | | | | | |
| Remote Support & Upgrades | | 36 Month Subscription Term | | Qty | List | Unit Price | Monthly |
| Remote Support & Upgrades | | Basic IPT User User v2 | | 12 | \$1.00 | \$1.00 | \$12.00 |
| Remote Support & Upgrades | | UCC Entry User v2 | | 22 | \$1.50 | \$1.50 | \$33.00 |
| | | | | Monthly Sub-Total | | | \$45.00 |
| | | | | | | | |
| Equipment, Telephones, Accessories | | 36 Month Financing (Non-Profit \$1.00 Out) | | Qty | | One-Time | Monthly |
| MiVB on SMB Controller | | | | 1 | | N/A | \$7.79 |
| 6800/6900 Wall Mount | | | | 2 | | N/A | \$1.81 |
| SMBC rack mount kit | | | | 1 | | N/A | \$0.80 |
| System Module 2 DSPX | | | | 1 | | N/A | \$9.23 |
| SMB Controller 8/38G | | | | 1 | | N/A | \$18.91 |
| AC Adaptor L6 48V NA | | | | 1 | | N/A | \$0.65 |
| PWR CRD C7 2.5A 125V-NA PLUG NON POLRIZD | | | | 2 | | N/A | \$0.52 |
| 6920w IP Phone | | | | 2 | | N/A | \$15.11 |
| 6915 IP Phone V2 | | | | 20 | | N/A | \$119.85 |
| | | | | Monthly Sub-Total | | | \$174.66 |
| | | | | | | | |
| Installation | | 36 Month Financing (Non-Profit \$1.00 Out) | | QTY | | One-Time | Monthly |
| Project Management | | L3 | | 4 | | N/A | \$20.58 |
| Enterprise Implementation & Design | | L3 | | 21 | | N/A | \$108.07 |
| (Remote) Station Setup & Programming | | L3 | | 5.5 | | N/A | \$28.30 |
| (On-Site) Tel Unbox-Assemble-Pin-Place-Test | | L3 | | 5.5 | | N/A | \$28.30 |
| (On-Site) End User Training Hour(s) | | L3 | | 2 | | N/A | \$10.29 |
| Enterprise Admin Training Hour(s) | | L3 | | 2 | | N/A | \$9.63 |
| | | | | Installation Labor Sub-Total | | | \$205.18 |
| | | | | | | | |
| Monthly Totals (36 Month Mitel Subscription) | | | | | | Months 1-36 | Months 37-60 |
| Mitel Subscription | 36 Months | (Less Taxes & Surcharges) | | | | \$140.98 | \$140.98 |
| Support & Upgrades | 36 Months | | | | | \$45.00 | \$45.00 |
| Financing Lease | 36 Months | (Less Taxes) | | | | \$379.83 | \$0.00 |
| | | | | Monthly Totals | | \$565.81 | \$185.98 |
| | | | | | | | |
| One-Time Cash Totals | | | | | | One-Time Cash Payment | |
| Equipment, Telephones, Accessories | | (Less Taxes) | | | | | N/A |
| Installation / Deployment | | (Less Taxes) (Where Applicable) | | | | | N/A |
| | | | | One-Time Cash Totals | | N/A | |

Schedule of Equipment and Services for Network POE Switches

Total Price for Core Solution:

TBD

| Qty | Part Number | Description | Unit Sell | Ext Sell |
|-----|-------------|--|------------|---------------|
| | | Data Components | | |
| 1 | R8N85A#ABA | HPE Aruba 6000 48G Class4 PoE 4SFP 370W Switch Switch - managed | \$2,289.60 | \$2,289.60 |
| 1 | R8N87A#ABA | HPE Aruba 6000 24G Class4 PoE 4SFP 370W Switch Switch - managed | \$1,500.00 | \$1,500.00 |
| | | EQUIPMENT SUB-TOTAL | | |
| | | Services | | |
| 4 | L4-LBR-TEC | L4 Install and Programming | \$195.00 | \$780.00 |
| | | Warranty / Support | | |
| 1 | PartsWrty | 1 Year Standard Parts Warranty | Incl. | Incl. |
| 1 | Support24X7 | 1 Year (24x7) Labor Support | Incl. | Incl. |
| | | SERVICES SUB-TOTAL | | 780.00 |

SDA_City of Lathrup Village_POE Switches_15348_v1

Schedule of Equipment and Services for Cabling ALL New and Cleanup of existing

This estimate is for the City of Lathrup Village Cabling Labor to install 30 total drops to 30 locations. We will pull all the necessary CAT6 cabling to locations and terminate the cables in both the patch panel and the field end. We will terminate, test and label all connections.

128 hr

22U Enclosed Server Rack 36" Deep 1 ea

24 Port Patch Panel

1 ea 48 Port Patch Panel 1 ea

CAT 6 Cable (Up to 300')

CAT 6 JACK 30 ea

2-Hole face Plate 30 ea

Caddy 3/4" J Hook 50 ea

Misc Parts Raceway, Pathway Etc. 1 ea

Labor to cleanup all of the old cabling from the previous phone and network. 4 hr

All material is guaranteed to be as specified, and the above work to be performed in a substantial, workmanlike manner at final billing.

\$11,100.00

Carrier Service Quotes

BSB has provide 3 separate quote to review for SIP trunking and internet with backup.

Warranty Support Plan

Scope and Definition of Support Services

During the warranty period defined in the above "Schedule of Equipment and Services", BSB will provide support for the above quoted system as follows:

Full Service 24 x 7 Plan with 4 Hour Response for Major Failures

Hours of Coverage

- 24x7x365 (24 hours per day, seven days per week, 365 days per year) remote and onsite and support for a Major Failure.
- 8 a.m. - 5 p.m. Monday through Friday (local time at the Site, excluding BSB's locally observed holidays) remote and onsite support for a Minor Failure.

Response Objectives

Major Failure

- Response within two (2) hours upon receipt of a trouble report of a Major Failure by attempting to clear the failure remotely and/or contacting the End-User to begin troubleshooting the system failure.
- Onsite response within four (4) hours upon receipt of a trouble report of a Major Failure which cannot be resolved by a remote engineer.

Minor Failure

- Response within eight (8) business hours (Monday through Friday 8 a.m. - 5 p.m. at the local time at the Site, excluding BSB's locally-observed holidays) upon receipt of a trouble report of a Minor Failure by attempting to clear the failure remotely and/or contacting the End-User to begin troubleshooting the system failure.
- Onsite response within the next business day (Monday through Friday 8 a.m. - 5 p.m. at the local time at the Site, excluding BSB's locally-observed holidays) upon receipt of a trouble report of a Minor Failure which cannot be resolved by a remote engineer.

Parts Replacement

- Expedited replacement of defective parts and materials is included in this Support Plan during the coverage hours purchased as detailed above.

Additional Services

- Network service provider liaison support: BSB will communicate and cooperate with the End-User's network service provider to determine the source of Equipment failure (when applicable).
- Carrier Service liaison support: BSB will communicate and cooperate with the End-User's Carrier Services Provider to facilitate new carrier services (when applicable).
- Periodic system back-ups to be done remotely as needed.

Software Updates

- Provision of software updates, containing maintenance fixes, will be provided as needed to resolve a Major or Minor Application Failure.

Note: Any peripheral or ancillary products not listed above may be serviced, at BSB's option, at the End-User's request on a time and materials basis at then current support services rate.

Proposal - City of Lathrup Village




Mitel 6900 Series Telephones, Feature Matrix, and Pricing


(** Approx Sell Price)


| 6940W | 6930W | 6920W |
|---|---|---|
|  |  |  |
| • 7" Color Touch Display | • 4.3" Color Display | • 3.5" Color Display |
| • (96) Total Buttons | • (72) Total Buttons | • (18) Total Buttons |
| (12) Buttons x (8) Pages | (12) Buttons x (6) Pages | (6) Buttons x (3) Pages |
| • Context-Sensitive Buttons | • (5) Context-Sensitive Keys | • (4) Context-Sensitive Key |
| • (STD) Cordless Handset | • (OPT) Cordless Handset | |
| • Enhanced WB Speakerphone | • Enhanced WB Speakerphone | • Wideband Speakerphone |
| • 802.11n Wi-Fi | • 802.11n Wi-Fi | • 802.11n Wi-Fi |
| • Bluetooth 5.2 | • Bluetooth 5.2 | • Bluetooth 5.2 |
| • (1) 500mA USB Headset Port | • (1) 500mA USB Headset Port | • (1) 500mA USB Headset Port |
| | • Analog ! EHS Headset Port | • Analog ! EHS Headset Port |
| • (2)x Gigabit Ethernet | • (2)x Gigabit Ethernet | • (2)x Gigabit Ethernet |
| • DECT Headset Support | • DECT Headset Support | |
| • PKM Support | • PKM Support | • PKM Support |
| • PCLink Support | • PCLink Support | • PCLink Support |
| • MobileLink Support | • MobileLink Support | • MobileLink Support |
| MSRP \$595 | MSRP \$450 | MSRP \$350 |
| SourceWELL \$387 ** | SourceWELL \$293 ** | SourceWELL \$228 ** |

| 6915 | 6910 | 6905 |
|---|---|---|
|  |  |  |
| • 3.5" Color Display | • Monochrome Display | • Monochrome Display |
| • (12) Total Buttons | • (8) Total Buttons | • (3) Total Buttons |
| (6) Buttons x (2) Pages | | |
| • (4) Context-Sensitive Keys | | |
| • Wideband Speakerphone | • Wideband Speakerphone | • Wideband Speakerphone |
| • (1) 100mA USB Headset Port | | |
| • Analog ! EHS Headset Port | • Analog!EHS Headset Port | |
| • (2)x Gigabit Ethernet | • (2)x Gigabit Ethernet | • (2)x 10!100 Ethernet |
| • No Wifi ! Bluetooth | • No Wifi ! Bluetooth | • Low Power (Class 1 POE) |
| MSRP \$235 | MSRP \$187 | MSRP \$121 |
| SourceWELL \$143 ** | SourceWELL \$122 ** | SourceWELL \$79 ** |




Mitel 6900 Series Accessories, Feature Matrix, and Pricing (Aprox Sell Price)**

| 6970 Conference Tel | Programmable Key Module (PKM) | s720 BT Speakerphone |
|---|---|---|
|  |  |  |
| <ul style="list-style-type: none"> • 7" Color Touch Backlit Display • (16) Total Buttons • (6) Context-Sensitive Buttons • Hi-DEF Full Duplex Speakerphone • (1)x Gigabit Ethernet | <ul style="list-style-type: none"> • 4.3" Color Backlit Display • (28) Self-Labeling Keys • Daisy Chain up to (3) PKM • 6940, 6930 & 6920 Support • Powered thru connected Phone | <ul style="list-style-type: none"> • Bluetooth Wireless HD Speakerphone • Wired or BT Connectivity • Works with Mobile Smartphone • (2) Units can be paired together • Talk Time up to 15 Hours • 6940 & 6930 Support |
| * See Below for Optional Remote Mics | | |
| MSRP \$685 | MSRP \$237 | MSRP \$275 |
| SourceWELL \$445 ** | SourceWELL \$154 ** | SourceWELL \$234 ** |

| 6970 Remote Microphones |
|--|
|  |
| <ul style="list-style-type: none"> • 6970 (2) Wired Remote Mics • 6970 Support |
| MSRP \$286 |
| SourceWELL \$186 ** |

| 6900 Wall Brackets |
|---|
|  |
| <ul style="list-style-type: none"> • 2-piece slide & lock design • Telco wall plate support • Direct wall mounting holes • 2-fixed phone angles (10°/20°) |
| MSRP \$35 |
| SourceWELL \$23 ** |

Mitel Headsets, Feature Matrix, and Pricing

| Integrated DECT Headset | Mitel H40 Stereo DECT Headset | Mitel H30 Stereo CC Headset |
|---|---|---|
|  |  |  |
| Premium Mono DECT Headset | Stereo DECT Cordless Headset | Stereo Contact Center Headset |
| DECT Wireless Integrated Phone Only | DECT Wireless USB or RJ9 PC or Phone | Wired USB PC or Phone * |
| Over-Head Band or Over-Ear | Over-Head Band | Over-Head Band |
| 300-foot (100 meter) range | 490-Foot (150 meter) Range | |
| 8 Hours Talk Time | 13 Hours Talk Time | |
| 6940, 6930 & 6920 Support | Passive Noise Cancellation | Passive Noise Cancellation |
| Powered thru connected Phone | Integrated Busy Light | Customizable 360 Busy Light |
| Headset Call Control Buttons | Headset Control Buttons | * Req's H30 Link Controller (below) |
| MSRP \$330 | MSRP \$310 | MSRP \$198 |
| SourceWELL \$215 ** | SourceWELL \$202 ** | SourceWELL \$129 ** |

| Mitel H20 Mono CC Headset | Mitel H10 Stereo USB Headset | Mitel H30 Link Controller |
|---|---|---|
|  |  |  |
| Mono Analog Contact Center Headset | Stereo Wired Headset | H30 Link Controller |
| Wired Analog RJ9 | Wired USB | Connect to Select Phones via USB |
| Phone Only | PC or Phone | Enables Call Control to Softphone |
| Headband – Neckband – Over Ear | Over-Head Band | |
| | Integrated 360 Busy Light | |
| MSRP \$185 | MSRP \$104 | MSRP \$110 |
| SourceWELL \$120 ** | SourceWELL \$68 ** | SourceWELL \$72 ** |

Phone / Application Headset Compatibility

| | 6940 | 6930 | 6920 | 6915 | 6910 | Apps ** |
|-----------------|------|---------|----------|------|------|---------|
| H40 Stereo DECT | USB | USB-RJ9 | USB-RJ10 | RJ9 | RJ9 | USB |
| H30 Stereo CC * | USB | USB | USB | RJ9 | RJ9 | USB |
| H20 Mono CC | - | RJ9 | RJ9 | RJ9 | RJ9 | - |
| H10 Stereo | USB | USB | USB | - | - | USB |

* Req's Link Controller (6920 / 6930 / 6940)

* Does not Req Link Controller (6920w / 6930w / 6940w)

** Compatible Apps >

MiTeam Meeting
 MiCollab Softphone
 MiVB Console
 MiCC



City of Lathrup Village

Date : 6-11-2025

Confidential Service Proposal for Elevate

ALL YOUR BUSINESS COMMUNICATIONS –
INTEGRATED, EFFICIENT, AND RELIABLE

Provided by:

BSB Communicatitons Inc.

Sales Rep : Kevin Pough

Phone : 586-859-6357

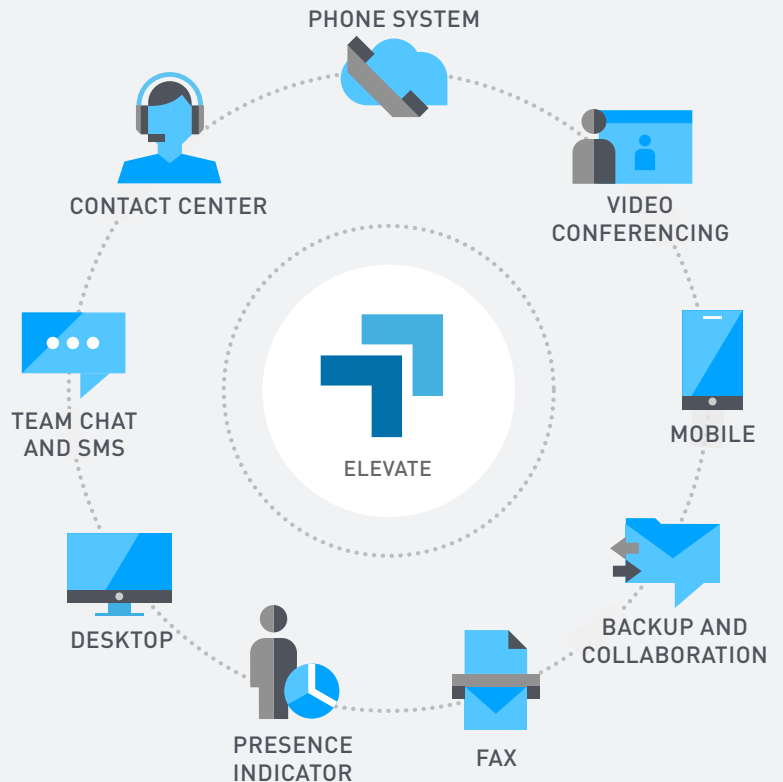
Email : kevin.pough@gobsb.com



Elevate

Elevate is an easy-to-use cloud-based communication platform that helps employees to be more productive and collaborative.

It includes a full-featured phone system combined with chat, web/video conferencing, and file collaboration and backup capabilities.



ELEVATE INCLUDES

- Includes 90+ enterprise-grade calling features
- Free local and long distance calling to the US, Canada and Puerto Rico
- Elevate's pre-programmed, plug and play desk phones makes installation easy
- Flat, per-user rates
- The Elevate Mobile App makes any smart phone an essential collaboration tool
- The Elevate Desktop App integrates with company directory, showing employee availability and enabling click-to-call
- Changes to system settings, devices, or users can be performed by phone administrators online
- Powerful video conferencing, screen sharing and file sharing features facilitate better collaboration

Benefits to Your Business



INCREASED PRODUCTIVITY

Elevate makes a more productive workforce.

- Allows a user's mobile devices to interact seamlessly with the corporate phone system
- Virtually anywhere, anytime, and on any device - creates a more flexible workforce
- Integrated chat, video conferencing, screen sharing, file sharing, file backup and integrations extends reach and facilitates collaboration



LOWER COSTS

No phone system hardware to buy, install, manage, upgrade or replace.

- Reduces infrastructure and operating costs with no additional hardware to buy
- Consolidates voice and data onto one network
- Flat, per-user rates with no extra or hidden fees*
- 90+ enterprise-grade calling features INCLUDED in the service



HIGH RELIABILITY

The Elevate voice network is purpose-built for reliability.

- 99.999% financially-backed uptime SLA
- Proprietary Elevate VoIP tests help ensure a reliable connection and high voice quality
- Redundant East/West datacenters increase reliability and reduce latency



SIMPLIFIED SCALING & MANAGEMENT

Elevate scales according to the needs of any business.

- Mix and Match packages according to user needs: Essentials, Pro and Enterprise
- Order service according to the number of users; no guessing number of lines needed
- Ordering additional service is easy & can be done online; no technician or special expertise required
- Manage service and features using user-friendly HostPilot™ portal
- Scales to a large number of users per business



BUSINESS CONTINUITY

Never miss an important business call.

- Elevate automatically rings all your end points (desk phone, mobile, etc.) with every call and in the event that you don't answer, it routes the call to any number you choose (branch office, automated attendant, mobile number, etc.)



ENHANCED CUSTOMER EXPERIENCE

Contact Center delivers more responsive, informed, and positive customer experiences.

- Upgrade your Elevate Contact Center plan to access even more features (like omni-channel support) at any time
- Plans for businesses of all sizes, industries, and levels of sophistication

The Business-Class Features You Deserve



90+ ENTERPRISE-LEVEL FEATURES INCLUDED

- Call Forwarding
- Call Park
- Call Transfer
- Do Not Disturb
- Call Recording
- 3-way Calling
- Caller ID
- Extension Dialing
- HD Audio
- Call Waiting
- Receptionist Routing
- Music on Hold
- Spam Caller Protection
- ... And many more



VOICEMAIL

- Voicemail to email via WAV file
- SMS notifications
- Auto-delete of voicemail after 90 days
- Change personal greeting
- Remote voicemail access
- Voicemail transcription (Included with Pro and Enterprise packages only)



CONFERENCE BRIDGE

- Includes a unique local phone number
- Gather up to 200 participants
- Start conferences at any time with Always-On conferencing
- Ability to add video and screen sharing to your conference, if desired



TEAM CHAT

- Pin favorite contacts to the top of your list
- Chat messages automatically sync across desktop and mobile devices
- View free/busy/away statuses of all your contacts
- Chat messages are securely encrypted in transit and at rest



WEBFAX

- Users receive, view, manage faxes via the web, or as email attachments
- Users may send faxes from any Internet-connected PC
- Does not require an additional phone line

*Included with Pro and Enterprise packages only



COMPANY MESSAGING

- Enhances customer interaction by enabling the ability to send and receive text (SMS) and picture messages (MMS) to and from your main company number or toll-free phone number (SMS only)
- Easily create specific groups of one or more users to send and receive text messages all within the Elevate desktop and mobile applications
- Improves communication efforts with customers by providing fast and customized text responses



CONTACT CENTER

- Smart queueing technology tells customers their position in line, plus wait time
- Deep analytics and reporting help you visualize gaps and improve performance
- Access to Advanced Hunt Groups included with Elevate Pro and Enterprise
- Upgrade your contact center features to include omni-channel capabilities (SMS, chat, email) to connect with customers through their preferred modes of communication

| Agent | Type | Date | Eval | Evaluation | Template | Status | Collaboration | Acknowledgment |
|------------------|------|--------------|------|-----------------------|-------------------------|-------------|-------------------|----------------|
| Willis Sundin | IN | Apr 20, 2020 | 5 | Maximiliano Cavallera | Trainee probation | PAUSED | Finished | |
| Maria Hernandez | OUT | Apr 20, 2020 | 5 | Steve DiGeorge | Trainee probation | PAUSED | Finished | |
| Ingred Thulin | IN | Apr 20, 2020 | 5 | Lara Ulrich | Trainee probation | PAUSED | Finished | |
| Lawrence Cardine | IN | Apr 20, 2020 | 5 | Maximiliano Cavallera | Company ethics and p... | PAUSED | Finished | |
| Jordyn Vercos | IN | Apr 20, 2020 | 5 | Maximiliano Cavallera | Company ethics and p... | PAUSED | Disabled | |
| Geoff Tate | OUT | Apr 19, 2020 | 5 | Bernard Loe | Trainee probation | PAUSED | Disabled | |
| Emily Smith | IN | Apr 19, 2020 | 5 | Steve DiGeorge | Company ethics and p... | IN PROGRESS | | |
| Marshall Hendrix | OUT | Apr 19, 2020 | 5 | Steve DiGeorge | Production | PAUSED | | |
| Nicole Howell | OUT | Apr 19, 2020 | 5 | Steve DiGeorge | Monthly performance... | PAUSED | Disabled | |
| Marilyn Nowak | IN | Apr 19, 2020 | 5 | Steve DiGeorge | Trainee probation | IN PROGRESS | Waiting for agent | |
| Simone Simons | OUT | Apr 19, 2020 | 5 | Jessica Macomber | Trainee probation | IN PROGRESS | Agent responded | |
| Scott Kline | OUT | Apr 18, 2020 | 5 | Steve DiGeorge | Trainee probation | PAUSED | Finished | |
| Isabella Picasso | IN | Apr 18, 2020 | 5 | Maximiliano Cavallera | Company ethics and p... | PAUSED | Finished | |
| Taylor Mousman | OUT | Apr 18, 2020 | 5 | Maximiliano Cavallera | Trainee probation | PAUSED | Finished | |
| Sarah Brighman | IN | Apr 18, 2020 | 5 | Alexander Cooke | Trainee probation | PAUSED | Finished | |
| Bruce Bailey | IN | Apr 18, 2020 | 5 | Stephen Harris | Trainee probation | PAUSED | Finished | |

Apps/Productivity Included with Elevate



ELEVATE MOBILE APP

This powerful mobile application transforms your phone into an essential collaboration tool, making teamwork on-the-go easier than ever. See who is available, send chats and SMS messages, place calls and see voicemails - anytime, anywhere.

Never miss important calls

Extend your business phone number and extension to your mobile phone, so you can place and receive calls on-the-go or even transfer calls from your desktop phone to your mobile device—seamlessly, without interruption.

Easily collaborate from anywhere

Your full desktop chat history is synchronized with your mobile device so you can stay connected and continue conversations no matter where you are.



ELEVATE DESKTOP APP

Our desktop app brings essential collaboration tools together, making teamwork easier than ever. See who is available, send chats, place and receive calls, share screens, start video calls and share files - all from one application.*

Communicate your way

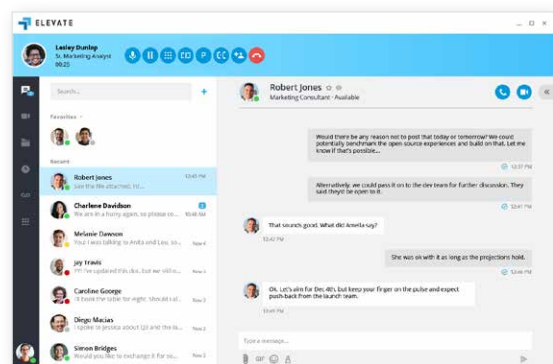
Have the flexibility to use your desktop application to place and receive calls in two ways, either as a call controller for your associated desk phone or as a softphone from your PC or Mac®.

One application for collaboration

One place to see the availability of coworkers, place a phone call, start team chat and launch a video conference.

Stay connected on-the-go

With the Elevate desktop and mobile applications, you take your contacts, files and conversations with you—wherever you are.



*Elevate Pro and Enterprise packages add SMS messaging to the Desktop App



ONLINE MEETING® VIDEO CONFERENCING

- HD video conferencing empowers teams with remote members to be more productive
- Screen sharing in real-time improves collaboration and speed of decision making
- Screen annotation can call out important points on a shared screen in during a meeting
- Includes a conference dial-in number, and custom URLs for meetings



SHARESYNC FILE MANAGEMENT

- The most current version of files from any device for easy and secure file sharing
- Reduced downtime from ransomware and other types of data loss
- Integration with Windows file server, Exchange Email, Active Directory, Outlook, and Microsoft 365
- Full control over files, users, devices, and sharing activities



ELEVATE ARCHIVING

Captures, stores and provides powerful search across chats, SMS, phone calls, voicemails and more so you can quickly find information when it's needed.

Automated data capture

Integrates with Elevate to automatically capture and retain data without administrative or user action.

Fast, powerful contextual search

Indexes both content and metadata using dozens of properties for fast and easy searching.

Retention

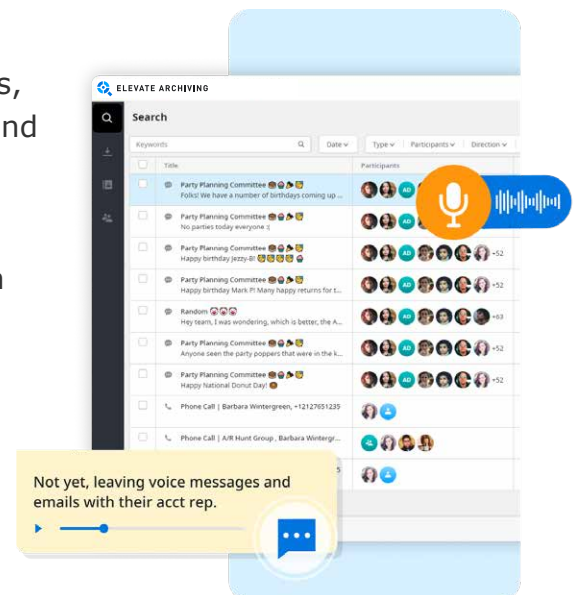
Stores data for as long as the business case requires with retention options ranging up to 10 years.

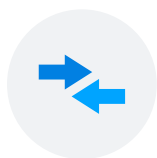
Regulations and compliance

Supports HIPAA, FINRA and MiFID II compliance programs, with optional WORM tamper-proof media storage to comply with SEC Rule 17a-4.

Security

Securely stores and encrypts data in transit and at rest with multi-factor authentication to protect access and limit export to authorized users.





ELEVATE EXTEND

Elevate Extend is an integrations platform that connects powerful voice, chat, video conferencing and contact center functionalities into everyday business applications like Google®, Microsoft®, Salesforce®, and more — driving higher productivity and increasing customer retention with no heavy costs.



Increase Employee Productivity

Embed communications into everyday business applications across various teams to streamline business workflows and maximize employee efficiency.



Drive customer retention and increase revenue

Combine powerful communication capabilities with relevant customer data to ensure sales and support teams have the right information at the right time.



No heavy IT investment






Our integrations are easy to use and easy to deploy, with no heavy training or implementation costs required.

Integrations packages:

| | | | |
|--------------------------------|------------|--|-----------------------------------|
| ELEVATE ESSENTIALS + | Office 365 | Outlook | INTERMEDIA UNITE® CRM SCREEN POPS |
| | slack | G Suite | Microsoft Teams |
| ELEVATE PRO + | ZOHO | sugarcrm | zendesk |
| ELEVATE ENTERPRISE | servicenow | Microsoft Dynamics 365 ORACLE® NETSUITE | salesforce |



Managed "Unified Communications as a Service" Quote
City Of Lathrup Village

| User Profiles and Resource Lines | | Misc Info | Each | Monthly | One-Time |
|---|--|---|----------|----------|------------|
| 22 | Elevate Essentials (Silver) | | \$17.99 | \$395.78 | |
| | | (User Profiles) Sub-Total | | \$395.78 | \$0.00 |
| Miscellaneous Services | | Misc Info | Each | Monthly | One-Time |
| 2 | Fax Line (500 min's) | | \$12.99 | \$25.98 | |
| 50 | Local Number Porting Fee | | \$3.00 | | \$150.00 |
| | | (Misc Services) Sub-Total | | \$25.98 | \$150.00 |
| Telephones, Spkerphones, and Wall Mount Units | | Misc Info | Each | Monthly | One-Time |
| 1 | Yealink T33G Desk Tel |  | \$91.00 | | \$91.00 |
| 20 | Yealink T33G Desk Tel (Silver) (100% Dct) |  | FREE | | FREE |
| 1 | Yealink T44W Desk Tel (Silver) (\$40 Dct) |  | \$101.00 | | \$101.00 |
| | | (Tel Devices) Sub-Total | | \$0.00 | \$192.00 |
| Headsets | | Misc Info | Each | Monthly | One-Time |
| 1 | Yealink WH64 Mono HS (Silver) (\$40 Dct) |  | \$148.00 | | \$148.00 |
| | | (Headsets) Sub-Total | | \$0.00 | \$148.00 |
| Miscellaneous Devices | | Misc Info | Each | Monthly | One-Time |
| 2 | Grandstream HT801 ATA (Elevate Faxing) |  | \$45.00 | | \$90.00 |
| | | (Misc,Devices) Sub-Total | | \$0.00 | \$90.00 |
| Quote Presented by : | | Summary | | Monthly | One-Time |
| BSB Communications Inc | | Totals from Above | | \$421.76 | \$580.00 |
| Kevin Pough | | Monthly Taxes | | TBD | - |
| Kevin.Pough@gobsb.com | | Monthly Surcharges / Fees | | \$119.28 | - |
| 586.859.6357 | | One-Time Equipment Taxes | | - | TBD |
| | | One-Time Shipping | | - | \$68.69 |
| | | One-Time Remote Install | | - | \$2,350.00 |
| | | One-Time On-Site Install | | - | \$1,750.00 |
| | | (Summary) Totals | | \$541.04 | \$4,748.69 |

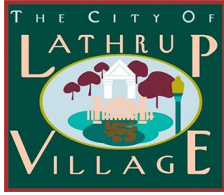
* Elevate Quote is good for 30 days

City Of Lathrup Village_Migration-Elevate_06-11-25 (0211 PM) -v1



Managed "Unified Communications as a Service" Quote
City Of Lathrup Village





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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 21, 2025
 RE: MML Liability & Property Pool Coverage

Background Brief: Each year, the City Council reviews and approves the MML Liability & Property Pool Coverage, which is the City's insurance policy for our plan year. The City has been a member of the MML Pool since 1982.

The renewal premium for the Liability and Property insurance renewal for the City of Lathrup Village, effective September 1, 2025, with the MML Liability & Property Pool is \$101,871, compared to the expiring premium of \$95,943. This is a premium increase of \$5,928 (~6.17%).

The Board of Directors of the MML Liability & Property Pool voted to return another post-renewal dividend in 2025 to renewing Members. The City of Lathrup Village's portion of the dividend return is \$8,040. The City of Lathrup Village will receive the dividend the month after paying the renewal premium.

Previous Action: August 2024 City Council Approval

Economic Impact: Budgeted expenses of \$101,871 through various line items. The City budgeted ~\$119,000 through various line items to cover this expense. Dividend revenue is budgeted at \$8,000.

Recommendation: It is my recommendation to approve the MML Liability & Property Pool Coverage renewal.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
 to approve the renewal of the MML Liability & Property Pool Renewal Proposal at the annual rate of \$101,871 effective September 1, 2025, and authorize the City Administrator to sign related documents.

Kelly Garrett
 Mayor

Bruce Kantor
 Mayor Pro-Tem

Jalen Jennings
 Council Member

Jason Hammond
 Council Member

Maria Mannarino
 Council Member



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Liability & Property Pool

Proposal

for the

**City of Lathrup
Village**

Presented By:

Brian Steckroth
MML Liability & Property Pool
(248) 204-8283

July 11, 2025

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This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **City of Lathrup Village** has been a Pool member since **1982**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we are proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense, and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Lathrup Village**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Lathrup Village** for an annual premium of **\$101,871**. When compared to last year's premium of \$95,943, it represents a premium increase of \$5,928. In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2025. The **City of Lathrup Village's** portion of the dividend return is \$8,040. The **City of Lathrup Village** will receive this dividend in the month following payment of your 2025 renewal premium.

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience, and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|---------------------------------|------------------------------------|
| ✓ 452 Public Entity Members | ✓ 173 Water Utilities |
| ✓ 145 Fire Departments | ✓ 243 Sewer Utilities |
| ✓ 185 Law Enforcement Agencies | ✓ 16 Municipal Marinas |
| ✓ 2,295 Police Officers | ✓ \$6.7 Billion of Property Values |
| ✓ 58,727 Miles of Streets/Roads | ✓ 21 Dams |
| ✓ 7,697 Vehicles | |
| ✓ 18 Electric Utilities | |



Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2025 to 09-01-2026

| Coverages | Limit of Liability | Aggregate Limit | Per Occurrence Deductible |
|---|--------------------|-----------------|---------------------------|
| Municipal General Liability (Coverage A) | \$5,000,000 | N/A | \$0 |
| Sewer Back-Up Sublimit | \$100,000 | \$100,000 | \$0 |
| Personal Injury Liability (Coverage B) | \$5,000,000 | N/A | \$0 |
| Medical Payments (Coverage C) | \$10,000 | N/A | N/A |
| Public Officials Liability (Coverage D) | \$5,000,000 | N/A | \$0 |
| Law Enforcement Liability (Coverages A, B, and D) | \$5,000,000 | N/A | \$0 |
| Employee Benefit Liability | \$1,000,000 | \$1,000,000 | \$0 |
| Fire Legal Liability | \$100,000 | N/A | N/A |
| Cyber Liability & Data Breach Response | \$100,000 | \$100,000 | See Declaration |
| Dam Liability | No Coverage | N/A | N/A |
| Marina Operator Liability | No Coverage | N/A | N/A |
| Uninsured/Underinsured Motorists Coverage | \$100,000 | N/A | \$0 |
| Automobile Liability (Coverages A and B) | \$5,000,000 | N/A | \$0 |

| # Vehicles | Comp | Coll |
|------------|-------|-------|
| 17 | \$250 | \$250 |

Agreed Amount, if applicable 2 Vehicles for a total of \$110,000

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property

| | | | |
|-------------------------------------|--------------|-----|-------|
| Property - Blanket Basis | \$11,653,161 | N/A | \$500 |
| Boiler and Machinery | Included | N/A | \$500 |
| Building(s) | Included | N/A | \$500 |
| Contents | Included | N/A | \$500 |
| Property in the Open | Included | N/A | \$500 |
| Protection & Preservation | Included | N/A | N/A |
| Property - Actual Cash Value | N/A | N/A | N/A |
| Property - Limited Replacement Cost | N/A | N/A | N/A |
| Property - No Coverage | N/A | N/A | N/A |
| Property - Replacement Cost | See Schedule | N/A | \$0 |
| 2 Auxiliary Pumps | \$30,000 | N/A | \$250 |
| Accounts Receivable | \$100,000 | N/A | \$250 |
| Cable TV Department Equipment | \$146,489 | N/A | \$250 |
| Consequential Damage | \$100,000 | N/A | N/A |



michigan municipal league
Liability & Property Pool

Coverage and Cost Summary City Of Lathrup Village

Effective 09-01-2025 to 09-01-2026

| Coverages | Limit of Liability | Aggregate Limit | Per Occurrence Deductible |
|--|--------------------|-----------------|---------------------------|
| Contractors Equipment | \$150,000 | N/A | \$250 |
| Debris Removal - the lesser of 25% of physical damage loss or | \$5,000,000 | \$5,000,000 | N/A |
| Demolition & Increased Costs of Construction Limit | \$100,000 | N/A | N/A |
| Earth Movement | \$2,000,000 | \$2,000,000 | \$5,000 |
| Electronic Data Processing Equip | \$125,000 | N/A | \$250 |
| Expediting Expense | \$100,000 | N/A | N/A |
| Extra Expense | \$100,000 | N/A | N/A |
| Fine Arts | \$100,000 | N/A | \$250 |
| Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR) | \$1,000,000 | \$1,000,000 | \$5,000 |
| Fungal Pathogens | \$25,000 | \$25,000 | \$250 |
| Loss of Income | \$100,000 | N/A | N/A |
| Loss of Rents | \$100,000 | N/A | N/A |
| Ornamental Trees, Shrubs, Plants or Lawn | \$5,000 | \$10,000 | \$250 |
| Personal Effects & Property of Others | \$500 | \$2,500 | \$250 |
| Radio Equipment | \$90,000 | N/A | \$250 |
| Valuable Papers | \$100,000 | N/A | \$250 |
| Voting Machines | \$19,145 | N/A | \$250 |
| <u>Comprehensive Crime Coverage</u> | | | |
| Employee Dishonesty Blanket/Faithful Performance | \$100,000 | N/A | N/A |
| Computer Fraud | \$100,000 | N/A | N/A |
| Depositors Forgery | \$100,000 | N/A | N/A |
| Funds Transfer Fraud | \$100,000 | N/A | N/A |
| Impersonation Fraud | \$100,000 | N/A | N/A |
| Money and Securities Inside | \$100,000 | N/A | N/A |
| Money and Securities Outside | \$100,000 | N/A | N/A |
| Money Orders and Counterfeit Paper | \$100,000 | N/A | N/A |
| <u>Bonds</u> | | | |
| Bond #: A Finance Director / Treasurer | \$100,000 | N/A | N/A |

Only one deductible applies to claims involving two or more property coverages.



Coverage and Cost Summary
City Of Lathrup Village

Effective 09-01-2025 to 09-01-2026

| Coverages | Limit of Liability | Aggregate Limit | Per Occurrence Deductible |
|-----------|--------------------|-----------------|---------------------------|
|-----------|--------------------|-----------------|---------------------------|

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$101,871.

Cyber Coverage

| | | | |
|--|--|------------------|---|
| TOWER 1 Limit | POLICY AGGREGATE LIMIT OF LIABILITY | \$100,000 | For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs |
| | Information Security and Privacy Sublimit | \$100,000 | each Claim and in the Aggregate |
| | Regulatory Defense and Penalties Aggregate Sublimit: | \$20,000 | each Claim and in the Aggregate |
| | Website Media and Content Liability Aggregate Sublimit: | \$100,000 | each Claim and in the Aggregate |
| | PCI Fines, Expenses and Costs Aggregate Sublimit: | \$10,000 | each Claim and in the Aggregate |
| | Cyber Extortion Aggregate Sublimit: | \$25,000 | each Claim and in the Aggregate |
| | First Party Data Protection Aggregate Sublimit: | \$25,000 | each Claim and in the Aggregate |
| | First Party Network Business Interruption Aggregate Sublimit: | \$25,000 | each Claim and in the Aggregate |
| | Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability | | |
| | Liability Retention Per Claim: | | |
| TOWER 1 Retention | All other coverages Retention: | \$0 | each Claim |
| | Cyber Extortion: | \$5,000 | each Extortion Threat |
| | First Party Data Protection: | \$5,000 | each Data Protection Loss |
| | First Party Network Business Interruption: | \$5,000 | each Business Interruption Loss Waiting Period: 12 hours |
| Limits of Coverage - Privacy Breach Response Services | | | |
| TOWER 2 Limit | Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit: | \$50,000 | per Incident and in the Aggregate |
| TOWER 3 Limit | Notified Individuals: | 10,000 | Notified Individuals in the Aggregate |
| | A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage | | |
| Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addition to the overall Policy Aggregate Limit of Liability | | | |
| Privacy Breach Response Services Threshold/Retention (Each Incident): | | | |
| TOWER 2 Retention | Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention: | \$0 | each Incident |
| TOWER 3 Retention | Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold: | 0 | each Incident |

Your Team of Experts



Brian Steckroth
Service & Sales Manager
(248) 204-8283



Michael J. Forster
Pool Administrator
(734) 669-6340



Katelyn Petracca
248-204-6160
(Le – Z)

Alpha Split:



Joan Opett
248-204-8579
(A – La)

Customer Service Representatives



Christopher Flechsig
Liability Claims Supervisor
(810) 844-8146



Matt Heins
Loss Control Supervisor
Law Enforcement Action Forum Coordinator
(248) 791-4371

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

City of Lathrup Village Has . . .

- ✓ \$1,608,300 Annual Payroll
- ✓ \$11,653,161 of total values for real and personal property
- ✓ 12 Law enforcement officers
- ✓ 17 Vehicles
- ✓ 2 Vehicles with agreed values totaling \$110,000
- ✓ \$82 Michigan Catastrophic Claims Assessment (MCCA) per vehicle (was \$90/vehicle for 2024) ↓

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
 - Fireworks (unless endorsed) •Liquor Liability • Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

| Annual Aggregate Sublimit | Additional Premium |
|---------------------------|--------------------|
| \$500,000 | Yes |
| \$1,000,000 | Yes |
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

NO ADDITIONAL PREMIUM

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

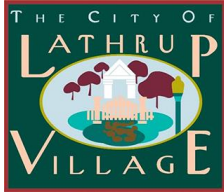
www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Access to Lezage website
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



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

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: July 21, 2025
RE: Board of Review Appointment

Background Brief: Board of Review (BOR) member Amy Parsons has resigned from the LV BOR due to moving out of the City, which has opened a position. The City has advertised the opening over the past few weeks, and enclosed in your packet are the applications we received.

Previous Action: N/A

Economic Impact: N/A

Recommendation: Board appointment recommendations come via the Mayor, subject to City Council approval.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to appoint _____ to the Board of Review for a term ending December 31, 2026.

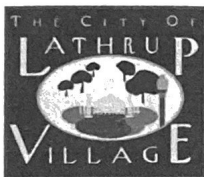
Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member



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APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: July 12, 2025

Please check the committee for which you are applying for:

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

Name: Nicole Chenault

Address: 18810 Bungalow Dr, Lathrup Village, MI 48076

Phone: 202-549-8788 Street, City, State, Zip Email: nicole.chenault@gmail.com

Are you at least 18 years of age: YES ☒ NO ☐

Are you a registered voter in Lathrup Village: YES ☒ NO ☐

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

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

Signature: Nicole Chenault Date: 7/12/25

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

Return completed application to:

Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

Maria Mannarino
Council Member

NICOLE CHENAULT

Lathrup Village, MI | Nicole.Chenault@gmail.com | (202)549-8788 | linkedin.com/in/nicole-chenault

Professional Summary

Strategic operations and marketing leader with over a decade of experience driving executive priorities, operational excellence, and cross-functional alignment across global organizations. Proven ability to operationalize strategy, lead complex programs, and advise senior executives on performance improvement, organizational design, and change initiatives. Skilled at influencing across all levels, distilling complex insights into clear messaging, and fostering team cohesion in dynamic, often ambiguous environments. Experienced in remote collaboration and leading initiatives across U.S. and Europe.

Skills

- Strategic Planning & Execution
- Cross-Functional Program Leadership
- Executive Communication & Reporting (QBRs, Annual Reviews)
- Stakeholder Alignment & Influence
- KPI Development & Performance Reporting
- Influencing & Negotiation
- Business Operations & Process Improvement
- Data-Driven Decision Making
- Project & Portfolio Management

Career Experience

ABB, Global technology company | Auburn Hills, MI

2024 – Present

Marketing & Sales Operations Director

- Lead strategic marketing operations for ABB's U.S. Robotics division, coordinating cross-functional alignment between product, sales, and marketing teams to support growth across logistics, life sciences, and manufacturing sectors.
- Spearheaded the development and execution of B2B lead generation campaigns, translating business needs into scalable marketing tactics and program deliverables.
- Partnered with distributors, integrators, and internal stakeholders to streamline lead management processes, improving MQL-to-SQL conversion.
- Acted as a thought partner to the Sales and Business Segment Leaders, influencing team direction and advising on strategic priorities and operational execution.
- Developed executive-ready campaign dashboards and program updates, fostering clarity and accountability across regions and functions.

Deloitte, Global professional services organization | Detroit, MI

2021 – 2024

Manager, Industrial Products & Construction Sector

- Supported leadership team with strategic planning, communications, and performance tracking across a \$1.6B+ portfolio.
- Orchestrated cross-functional strategic initiatives and leadership forums, including monthly, quarterly and annual account and sector reviews.
- Consolidated insights from disparate data sources to craft executive briefings and inform decision-making at the national level.
- Collaborated with Marketing, PR, and Research teams to develop go-to-market strategies and client engagement plans aligned to firm-wide priorities.
- Served as liaison between senior leadership and delivery teams, enhancing visibility and execution of cross-sector priorities.

Client Experience Manager, Chief Executive Program

- Planned and executed global CXO programs, including CEO executive development programs and bespoke advisory experiences, positioning Deloitte as a trusted strategic partner to C-suite executives.
- Collaborated cross-functionally with Marketing, Sales, Sector Leaders, and Insights teams to align content, speakers, and strategy with client priorities and business objectives.
- Designed and delivered seamless, high-impact executive experiences, managing logistics, branding, environmental design, and onsite execution across national and global locations.
- Crafted tailored communications, executive briefing materials, and post-event reports to reinforce strategic value and extend relationship momentum.
- Contributed to program innovation by developing scalable best practices, enhancing CXO engagement models, and integrating feedback loops to optimize outcomes.

Global Client Account Manager, Kroger and Marriott

- Served as strategic operations lead across two Fortune 500 accounts, driving alignment of business priorities with firm capabilities and delivering an integrated client experience.
- Partnered with account leadership to develop and execute account growth strategy, identifying strategic investment areas and surfacing Deloitte's differentiated capabilities.
- Managed internal operations for 900+ professionals supporting the accounts, ensuring delivery excellence, budget accountability, and streamlined communication.
- Developed market and client intelligence strategies to inform leadership decision-making and improve responsiveness to client needs.
- Drove cross-functional collaboration between U.S. and global member firms, enhancing coordination across disciplines and increasing speed-to-delivery on high-impact client initiatives.
- Led internal reporting and feedback analysis processes to evaluate performance and identify opportunities for account optimization.
- Mentored junior team members and helped foster a culture of collaboration, inclusion, and excellence across the account teams.

OneMagnify, Global performance marketing & technology agency | Detroit, MI & Cologne, Germany **2017 - 2021**

Account Supervisor (Client Service Lead)

- Oversaw marketing strategy development for Ford Motor Company's Commercial Vehicle Center program, overseeing a cross-functional team of 5 marketers and project managers to deliver multi-channel campaigns and technical solutions, driving commercial vehicle sales and dealer membership rates.
- Championed change management communications for major dealer programs, streamlining rollout across Ford Commercial Vehicle Center dealerships.
- Led the PMO for Ford of Europe's Parts & Service Marketing Department, developing and executing a change strategy and integrated communications plan that improved execution excellence, increased alignment across markets, and accelerated the rollout of marketing initiatives across 20+ countries.
- Designed and facilitated recurring QBR processes, ensuring accountability, performance tracking, and executive alignment across product and marketing teams.
- Delivered data-driven insights and marketing dashboards to executive stakeholders, helping inform key budget and resource allocation decisions.

JLL, Professional services firm specializing in commercial real estate | Washington, D.C.

2015 - 2017

Marketing Manager

- Developed integrated marketing strategies to position commercial properties for lease or development, aligning campaigns with the investment objectives of property owners and institutional clients.
- Led end-to-end project management of marketing plans, creative campaigns, and on-site branding initiatives to accelerate deal velocity and support brokerage goals.
- Produced high-impact digital and print marketing materials using Adobe Creative Suite and managed content distribution across platforms including email and web.

- Directed the execution of client-facing experiences, including site tours and launch events, managing vendor coordination, budgets, and on-site logistics.
- Conducted post-campaign analysis and provided strategic recommendations to enhance visibility and performance of future property marketing efforts.
- Supported business development efforts by crafting tailored proposals, pitch presentations, and marketing strategies that reflected deep understanding of client goals and competitive positioning.

Education

Master's Degree, Public Relations, and Corporate Communications | Georgetown University

Bachelor's Degree, Radio, Television and Film | Howard University