

Downtown Development Authority

Monday, January 22, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**

2. **Approval of Agenda**

3. **Approval of Minutes**

[A.](#) 2023 10 20 DDA Board of Directors Minutes

[B.](#) 2023 12 15 DDA Board of Directors Workshop Minutes

4. **Financial Review**

[A.](#) October 2023 Financial Reports

[B.](#) November 2023 Financial ReportsEnterTextHere

[C.](#) December 2023 Financial Reports

[D.](#) FY 22/23 Audit Report

5. **Committee Reports**

[A.](#) 2023 11 13 Beautification Committee

[B.](#) 2023 11 16 Promotions Committee

[C.](#) 2023 12 11 Beautification Committee

[D.](#) 2023 12 21 Promotions Committee

[E.](#) 2024 01 08 Beautification Committee

[F.](#) 2024 01 18 Promotions Committee

6. **Other Business**

[A.](#) January 2023 Code Enforcement Report

B. January 2024 CED Report

C. 2023 DDA Annual Report

7. **Old Business**

A. Municipal Park Renovation - Project Update

8. **New Business**

A. 2024 DDA Board of Directors Meeting Dates

B. 2024 Alley & Approach Recommendation

C. Southfield Road Improvement Project - RAISE Grant

D. 2024 National Main Street Conference

9. **Public Comment**

10. **Adjourn**



Downtown Development Authority Minutes

Friday, October 20, 2023 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order

12:03 p.m. by Vice Chair Bryan Ford

Present: Patricia Felton, Bryan Ford, Scott McKee, Pam Shermeyer, Dan Sugg,

Absent: Fred Prime, Kelly Garrett, Charlotte Jones, Bobbi Lovins.

Staff: Pam Bratschi, Brittany Dorsey, Rob Harris, Susie Stec

Motion by Shermeyer to excuse Fred Prime, Kelly Garrett, Charlotte Jones, Bobbi Lovins. Seconded by Ford. All in favor.

2. Approval of Agenda

Motion by Sugg to approve the agenda. Seconded by Ford. All in favor.

3. Approval of Minutes

Stec recommends amendment of minutes to reflect that Dr. Felton was excused from 2023 09 15 DDA Board of Directors Meeting.

Motion by Sugg to amend minutes to include an excused absence for Dr. Felton. Seconded by Shermeyer. All in favor.

2023 10 20 DDA Board of Directors Minutes approved by Ford as presented and amended. Seconded by Sugg. All in favor.

4. Financial Review

A. September 2023 Financial Reports

Bratschi shared an update.

\$11,000 investment interest within 3 months. On track to obtaining approximately \$50,000 in interest.

Lathrup Village Music Festival donations have not shown up in revenue. They will show up in the general fund first, then to the DDA miscellaneous revenue account.

Fund balance is in good standing.

Motion by Pam Shermeyer to receive and file financials for September 2023. Seconded by Dan Sugg. All in favor.

5. Committee Reports

Dorsey discussed new committee members and upcoming events. Shared details about the cancellation of the LV Winter Market.

6. Other Business

A. October 2023 CED Report

Stec provided an update; highlighted the DTE Tree Grant and RAP 2.0 project funding.

B. October 2023 Code Enforcement Report

Harris provided an update.

7. Old Business

None

8. New Business

A. LV Music Festival Recap

Stec provided a final report on the event. The event was well received; approximately 500 people attended. Revenue was \$742.33. The tip jar (\$401) will go towards the park renovation. The board suggested having a better rain plan, and improving signage for drink tickets and bar area. The board was pleased with the atmosphere and positive response.

B. Corridor Christmas Decorations

Stec shared quotes for holiday decorations and informed the board that the city will not be able to financially contribute to the cost this year.

Motion by Sugg to authorize DDA manager to spend up to \$10,000 for revised quote on holiday decorations. Seconded by Shermeyer. All in favor.

C. Computer Purchase

Stec presented the need for a new laptop/computer for DDA Manager. Options were presented to board for consideration.

Motion by Sugg to authorize the DDA Director to purchase a new laptop in an amount not to exceed \$1,300. Seconded by McKee. All in favor.

9. Public Comment

None

10. Adjourn

Motion by Ford to adjourn at 12:56 pm. Seconded by McKee. All in favor.



Downtown Development Authority Workshop Minutes

Friday, December 15, 2023 at 12:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order

12:15 p.m. by Chair Fred Prime

Present: Scott McKee, Fred Prime, Pam Shermeyer, Dan Sugg

Absent: Patricia Felton, Bryan Ford, Kelly Garrett, Charlotte Jones, Bobbi Lovins,

Staff: Pam Bratschi, Brittany Dorsey, Rob Harris, Susie Stec,

Public: Scott Ringler, Giffels Webster

No quorum was present, so the meeting proceeded as a workshop. All action items will be taken up at the next meeting.

2. Approval of Agenda

None

3. Approval of Minutes

None

4. Financial Review

A. October 2023 Financial Reports

B. November 2023 Financial Reports

Bratschi shared an update and indicated that the fund balance is in good standing.

5. Committee Reports

Dorsey discussed new committee members and upcoming events. Shared details about the Tri-City workshops 2024.

6. Other Business

A. December 2023 CED Report

Stec provided an update; highlighted the DTE Tree Grant and RAP 2.0 project funding.

B. December 2023 Code Enforcement Report

Harris provided an update. Stated that he will begin writing tickets for business owners who are not responding or working without proper permits.

7. Old Business

None

8. New Business

A. 2024 Alley & Approach Recommendation

Ringler provided an update on completed 2023 work and presented the proposed 2024 Alley & Approach work.

B. Municipal Park Renovation – Project Update

Stec attended MSOC meeting. MSOC agreed to do a 40/60 split with participating Oakland County communities. Giffels Webster has offered in-kind support for the project. Stec will meet with Snider Recreation to scale back the design to better meet the revised budget.

9. Public Comment

None

10. Adjourn 12:56 pm

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023 (NORM (ABNORM))	ACTIVITY FOR MONTH 10/31/23 INCR (DECR)	AVAILABLE BALANCE (NORM (ABNORM))	% EDGT USED
-----------	-------------	-------------------------	------------------------	--	---	-----------------------------------	-------------

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY

Revenues							
Dept 000.000	TIFA-CAPTURED TAXES	367,901.00	367,901.00	26,761.25	0.00	341,139.75	7.27
494-000.000-407.000	TAX COLLECTED OTHER	37,488.00	37,488.00	7,459.33	0.00	30,028.67	19.90
494-000.000-410.000	MISCELLANEOUS REVENUE	21,974.00	21,974.00	0.00	0.00	21,974.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	15,366.42	4,007.19	(5,366.42)	153.66
Total Dept 000.000		437,363.00	437,363.00	49,587.00	4,007.19	387,776.00	11.34

TOTAL REVENUES							
		437,363.00	437,363.00	49,587.00	4,007.19	387,776.00	11.34

Expenditures

Dept 000.000	SALARIES FULL-TIME	170,940.00	170,940.00	56,305.39	13,244.10	114,634.61	32.94
494-000.000-701.000	SALARIES PART-TIME	5,000.00	5,000.00	4,525.00	0.00	475.00	90.50
494-000.000-702.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	19,718.15	5,560.74	14,281.85	57.99
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,350.00	6,350.00	174.82	132.44	6,175.18	2.75
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	10,050.00	10,050.00	966.66	316.66	9,083.34	9.62
494-000.000-844.000	MAIN STREET PROGRAM	22,500.00	22,500.00	11,751.56	2,983.85	10,748.44	52.23
494-000.000-845.000	STREEMSCAPING	132,000.00	132,000.00	2,359.50	0.00	129,640.50	1.79
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	13,131.66	6,170.62	2,168.34	85.83
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	1,314.69	1,314.69	685.31	65.73
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	417,293.00	417,293.00	21,011.74	10,642.33	396,281.26	5.04
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00	53,457.00	0.00	0.00	53,457.00	0.00
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		932,790.00	932,790.00	132,059.17	40,365.43	800,730.83	14.16

TOTAL EXPENDITURES							
		932,790.00	932,790.00	132,059.17	40,365.43	800,730.83	14.16

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		437,363.00	437,363.00	49,587.00	4,007.19	387,776.00	11.34
TOTAL EXPENDITURES		932,790.00	932,790.00	132,059.17	40,365.43	800,730.83	14.16
NET OF REVENUES & EXPENDITURES		(495,427.00)	(495,427.00)	(82,472.17)	(36,358.24)	(412,954.83)	16.65

TOTAL REVENUES - FUND 494							
		437,363.00	437,363.00	49,587.00	4,007.19	387,776.00	11.34
TOTAL EXPENDITURES - FUND 494							
		932,790.00	932,790.00	132,059.17	40,365.43	800,730.83	14.16
NET OF REVENUES & EXPENDITURES							
		(495,427.00)	(495,427.00)	(82,472.17)	(36,358.24)	(412,954.83)	16.65

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

Item 4A.

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,370,987.35	1,115,389.22
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	23,503.93	19,543.46
494-000.000-084.101	DUE FROM GENERAL FUND	77,466.28	470,612.32
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(199,302.22)	(229,016.22)
Total Assets		1,658,188.28	1,762,061.72
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	270,960.17	293,236.19
494-000.000-214.202	DUE TO MAJOR ROADS	0.00	133,801.50
494-000.000-214.203	DUE TO LOCAL ROADS	0.00	133,801.50
Total Liabilities		270,960.17	560,839.19
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,417,080.33	1,417,080.33
Total Fund Balance		1,417,080.33	1,417,080.33
Beginning Fund Balance		1,417,080.33	1,417,080.33
Net of Revenues VS Expenditures - 22-23			(133,385.63)
*22-23 End FB/23-24 Beg FB		1,283,694.70	
Net of Revenues VS Expenditures - Current Year		(29,852.22)	(82,472.17)
Ending Fund Balance		1,387,228.11	1,201,222.53
Total Liabilities And Fund Balance		1,658,188.28	1,762,061.72

* Year Not Closed

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 10/01/2023 TO 10/31/2023

Item 4A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	C
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
135760	10/02/2023	MONTHLY INTEREST POSTING- AUGU	15956	Multiple	3,890.21	
135761	10/02/2023	TO REVERSE MANUAL JOURNAL ENTR	15957	Multiple		3,890.21
136356	10/26/2023	MONTHLY INTEREST POSTING- OCTO	16009	Multiple	4,007.19	
Journal Totals					7,897.40	3,890.21
Totals for 494-000.000-010.000					7,897.40	3,890.21
Balance 10/01/23:					1,111,382.03	
Net Change:					4,007.19	
Balance 10/31/23:					1,115,389.22	

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
135848	10/01/2023	C & G NEWSPAPERSVnd: C & G Inv	0013761-IN	494-000.000-900.000		604.80
135798	10/06/2023	STEVEN GULIANVnd: GULIAN Invoi	9-30-23FEST-SG	494-000.000-844.000		100.00
135801	10/06/2023	VERNON ENGLISHVnd: VERNONENGL	9-30-23-FEST-VE	494-000.000-844.000		350.00
135849	10/13/2023	CARDMEMBER SERVICEVnd: CARDMEM	SEPT2023-SUSIE	Multiple		609.25
135850	10/13/2023	CARDMEMBER SERVICEVnd: CARDMEM	SEPT2023-BRITTA	Multiple		206.53
135861	10/13/2023	DOG & PONY SHOW BREWING, LLCVn	1022	494-000.000-844.000		200.00
135871	10/13/2023	EXCELL LANDSCAPINGVnd: 3006 In	CLIP54461	494-000.000-933.000		1,200.00
135877	10/13/2023	GIFFELS-WEBSTER ENG INCVnd: GW	129782	494-000.000-882.000		3,214.50
135881	10/13/2023	GIFFELS-WEBSTER ENG INCVnd: GW	129823	494-000.000-882.000		232.50
135882	10/13/2023	GIFFELS-WEBSTER ENG INCVnd: GW	129826	494-000.000-933.000		4,175.00
135888	10/13/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130027	494-000.000-882.000		2,723.62
135898	10/13/2023	MEADOWBROOK INSURANCE GROUPVnd	12964	494-000.000-844.000		404.00
135904	10/13/2023	MISSIONSQUARE - 803046Vnd: MIS	10.13.2023	Multiple		121.01
135922	10/13/2023	ULTIMATE BOOM PARTY RENTAL LLC	10-28-2023	494-000.000-844.000		485.00
136141	10/31/2023	BLUE CARE NETWORKVnd: BLUECARE	232830008224	Multiple		4,374.22
136155	10/31/2023	CARDMEMBER SERVICEVnd: CARDMEM	10-31-2023-BRIT	Multiple		482.04
136156	10/31/2023	CARDMEMBER SERVICEVnd: CARDMEM	10-31-2023-SUZI	Multiple		1,306.02
136197	10/31/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130081	494-000.000-933.000		5,060.00
136217	10/31/2023	MISSIONSQUARE - 803046Vnd: MIS	10.31.2023-046	Multiple		121.01
136232	10/31/2023	ROAD COMM. FOR OAKLAND COUNTYV	6145	494-000.000-933.000		207.33
Journal Totals					0.00	26,176.83
Journal CD: CD						
135803	10/06/2023	Check: NBDC 48266	48266	Multiple	100.00	
135804	10/06/2023	Check: NBDC 48267	48267	Multiple	350.00	
135928	10/13/2023	Check: NBDC 48272	48272	Multiple	604.80	
135929	10/13/2023	Check: NBDC 48273	48273	Multiple	815.78	
135935	10/13/2023	Check: NBDC 48279	48279	Multiple	200.00	
135937	10/13/2023	Check: NBDC 48281	48281	Multiple	1,200.00	
135938	10/13/2023	Check: NBDC 48282	48282	Multiple	10,345.62	
135946	10/13/2023	Check: NBDC 48290	48290	Multiple	404.00	
135952	10/13/2023	Check: NBDC 48296	48296	Multiple	121.01	
135964	10/13/2023	Check: NBDC 48308	48308	Multiple	485.00	
136243	10/31/2023	Check: NBDC 48314	48314	Multiple	4,374.22	
136250	10/31/2023	Check: NBDC 48321	48321	Multiple	1,788.06	
136264	10/31/2023	Check: NBDC 48335	48335	Multiple	5,060.00	
136272	10/31/2023	Check: NBDC 48343	48343	Multiple	121.01	
136281	10/31/2023	Check: NBDC 48352	48352	Multiple	207.33	
Journal Totals					26,176.83	0.00
Totals for 494-000.000-202.000					26,176.83	26,176.83
Balance 10/01/23:					0.00	
Net Change:					0.00	
Balance 10/31/23:					0.00	

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
135803	10/06/2023	Check: NBDC 48266	48266	Multiple		100.00
135804	10/06/2023	Check: NBDC 48267	48267	Multiple		350.00
135928	10/13/2023	Check: NBDC 48272	48272	Multiple		604.80
135929	10/13/2023	Check: NBDC 48273	48273	Multiple		815.78
135935	10/13/2023	Check: NBDC 48279	48279	Multiple		200.00
135937	10/13/2023	Check: NBDC 48281	48281	Multiple		1,200.00
135938	10/13/2023	Check: NBDC 48282	48282	Multiple		10,345.62
135946	10/13/2023	Check: NBDC 48290	48290	Multiple		404.00
135952	10/13/2023	Check: NBDC 48296	48296	Multiple		121.01
135964	10/13/2023	Check: NBDC 48308	48308	Multiple		485.00
136243	10/31/2023	Check: NBDC 48314	48314	Multiple		4,374.22
136250	10/31/2023	Check: NBDC 48321	48321	Multiple		1,788.06
136264	10/31/2023	Check: NBDC 48335	48335	Multiple		5,060.00
136272	10/31/2023	Check: NBDC 48343	48343	Multiple		121.01
136281	10/31/2023	Check: NBDC 48352	48352	Multiple		207.33

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT	Item 4A.
494-000.000-214.101 DUE TO GENERAL FUND							
Journal CD: CD							
Journal Totals					0.00	26,176.83	
Journal PR: Payroll							
136022	10/16/2023	PAYROLL REPORT OCTOBER	15990	Multiple		7,094.30	
136320	10/26/2023	PAYROLL REPORT OCTOBER	16008	Multiple		7,094.30	
Journal Totals					0.00	14,188.60	
Totals for 494-000.000-214.101					0.00	40,365.43	
Balance 10/01/23:				252,870.76			
Net Change:				40,365.43			
Balance 10/31/23:				293,236.19			
494-000.000-446.000 INVESTMENT INTEREST							
Journal GJ: GJ							
135760	10/02/2023	MONTHLY INTEREST POSTING- AUGU	15956	Multiple		3,890.21	
135761	10/02/2023	TO REVERSE MANUAL JOURNAL ENTR	15957	Multiple	3,890.21		
136356	10/26/2023	MONTHLY INTEREST POSTING- OCTO	16009	Multiple		4,007.19	
Journal Totals					3,890.21	7,897.40	
Totals for 494-000.000-446.000					3,890.21	7,897.40	
Balance 10/01/23:				11,359.23			
Net Change:				4,007.19			
Balance 10/31/23:				15,366.42			
494-000.000-701.000 SALARIES FULL-TIME							
Journal PR: Payroll							
136022	10/16/2023	PAYROLL REPORT OCTOBER	15990	Multiple	6,622.05		
136320	10/26/2023	PAYROLL REPORT OCTOBER	16008	Multiple	6,622.05		
Journal Totals					13,244.10	0.00	
Totals for 494-000.000-701.000					13,244.10	0.00	
Balance 10/01/23:				43,061.29			
Net Change:				13,244.10			
Balance 10/31/23:				56,305.39			
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS							
Journal AP: AP							
135904	10/13/2023	MISSIONSQUARE - 803046EMPLOYEE	10.13.2023	Multiple		121.01	
136141	10/31/2023	BLUE CARE NETWORKEMPLOYEE TAXE	232830008224	Multiple	4,374.22		
136217	10/31/2023	MISSIONSQUARE - 803046EMPLOYEE	10.31.2023-046	Multiple		121.01	
Journal Totals					4,616.24	0.00	
Journal PR: Payroll							
136022	10/16/2023	PAYROLL REPORT OCTOBER	15990	Multiple	472.25		
136320	10/26/2023	PAYROLL REPORT OCTOBER	16008	Multiple	472.25		
Journal Totals					944.50	0.00	
Totals for 494-000.000-703.000					5,560.74	0.00	
Balance 10/01/23:				14,157.41			
Net Change:				5,560.74			
Balance 10/31/23:				19,718.15			
494-000.000-726.000 OFFICE SUPPLIES							
Journal AP: AP							
135849	10/13/2023	CARDMEMBER SERVICEOFFICE SUPPL	SEPT2023-SUSIE	Multiple		21.19	
135850	10/13/2023	CARDMEMBER SERVICEOFFICE SUPPL	SEPT2023-BRITTA	Multiple		21.19	
136155	10/31/2023	CARDMEMBER SERVICEOFFICE SUPPL	10-31-2023-BRIT	Multiple		21.19	
136155	10/31/2023	CARDMEMBER SERVICEOFFICE SUPPL	10-31-2023-BRIT	Multiple		47.68	
136156	10/31/2023	CARDMEMBER SERVICEOFFICE SUPPL	10-31-2023-SUZI	Multiple		21.19	
Journal Totals					132.44	0.00	
Totals for 494-000.000-726.000					132.44	0.00	
Balance 10/01/23:				42.38			
Net Change:				132.44			
Balance 10/31/23:				174.82			

494-000.000-822.000 TRAINING/MEMBERSHIP
 Journal AP: AP

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 10/01/2023 TO 10/31/2023

Item 4A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	
494-000.000-822.000 TRAINING/MEMBERSHIP						
Journal AP: AP						
136156	10/31/2023	CARDMEMBER SERVICE TRAINING/MEM	10-31-2023-SUZI	Multiple	6.44	
136156	10/31/2023	CARDMEMBER SERVICE TRAINING/MEM	10-31-2023-SUZI	Multiple	50.28	
136156	10/31/2023	CARDMEMBER SERVICE TRAINING/MEM	10-31-2023-SUZI	Multiple	15.72	
136156	10/31/2023	CARDMEMBER SERVICE TRAINING/MEM	10-31-2023-SUZI	Multiple	20.82	
136156	10/31/2023	CARDMEMBER SERVICE TRAINING/MEM	10-31-2023-SUZI	Multiple	223.40	
Journal Totals					316.66	0.00
Totals for 494-000.000-822.000					316.66	0.00
Balance 10/01/23:				650.00		
Net Change:				316.66		
Balance 10/31/23:				966.66		

494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
135798	10/06/2023	STEVEN GULIAN MAIN STREET PROGR	9-30-23FEST-SG	494-000.000-202.000	100.00	
135801	10/06/2023	VERNON ENGLISH MAIN STREET PROG	9-30-23-FEST-VE	494-000.000-202.000	350.00	
135849	10/13/2023	CARDMEMBER SERVICE MAIN STREET	SEPT2023-SUSIE	Multiple	107.50	
135861	10/13/2023	DOG & PONY SHOW BREWING, LLCMA	1022	494-000.000-202.000	200.00	
135898	10/13/2023	MEADOWBROOK INSURANCE GROUPMAI	12964	494-000.000-202.000	404.00	
135922	10/13/2023	ULTIMATE BOOM PARTY RENTAL LLC	10-28-2023	494-000.000-202.000	485.00	
136155	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-BRIT	Multiple	104.92	
136155	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-BRIT	Multiple	9.75	
136155	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-BRIT	Multiple	112.55	
136155	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-BRIT	Multiple	111.96	
136155	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-BRIT	Multiple	30.00	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	10.00	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	114.72	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	10.00	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	10.00	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	175.20	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	118.05	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	15.00	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	502.06	
136156	10/31/2023	CARDMEMBER SERVICE MAIN STREET	10-31-2023-SUZI	Multiple	13.14	
Journal Totals					2,983.85	0.00
Totals for 494-000.000-844.000					2,983.85	0.00
Balance 10/01/23:				8,767.71		
Net Change:				2,983.85		
Balance 10/31/23:				11,751.56		

494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
135877	10/13/2023	GIFFELS-WEBSTER ENG INC PLANNIN	129782	494-000.000-202.000	3,214.50	
135881	10/13/2023	GIFFELS-WEBSTER ENG INC PLANNIN	129823	494-000.000-202.000	232.50	
135888	10/13/2023	GIFFELS-WEBSTER ENG INC PLANNIN	130027	494-000.000-202.000	2,723.62	
Journal Totals					6,170.62	0.00
Totals for 494-000.000-882.000					6,170.62	0.00
Balance 10/01/23:				6,961.04		
Net Change:				6,170.62		
Balance 10/31/23:				13,131.66		

494-000.000-900.000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						
135848	10/01/2023	C & G NEWSPAPERS PRINTING/PUBLI	0013761-IN	494-000.000-202.000	604.80	
135849	10/13/2023	CARDMEMBER SERVICE PRINTING/PUB	SEPT2023-SUSIE	Multiple	509.39	
135849	10/13/2023	CARDMEMBER SERVICE PRINTING/PUB	SEPT2023-SUSIE	Multiple		28.83
135850	10/13/2023	CARDMEMBER SERVICE PRINTING/PUB	SEPT2023-BRITTA	Multiple	185.34	
136155	10/31/2023	CARDMEMBER SERVICE PRINTING/PUB	10-31-2023-BRIT	Multiple	43.99	
Journal Totals					1,343.52	28.83
Totals for 494-000.000-900.000					1,343.52	28.83
Balance 10/01/23:				0.00		
Net Change:				1,314.69		
Balance 10/31/23:				1,314.69		

494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
135871	10/13/2023	EXCELL LANDSCAPING REPAIRS & MA	CLIP54461	494-000.000-202.000	1,200.00	

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
135882	10/13/2023	GIFFELS-WEBSTER ENG INCREPAIRS	129826	494-000.000-202.000	4,175.00	
136197	10/31/2023	GIFFELS-WEBSTER ENG INCREPAIRS	130081	494-000.000-202.000	5,060.00	
136232	10/31/2023	ROAD COMM. FOR OAKLAND COUNTYR	6145	494-000.000-202.000	207.33	
Journal Totals					10,642.33	0.00
Totals for 494-000.000-933.000					10,642.33	0.00
Balance 10/01/23:					10,369.41	
Net Change:					10,642.33	
Balance 10/31/23:					21,011.74	

Item 4A.

User: JESSICA

DB: Lathrup

PERIOD ENDING 11/30/2023

Item 4B.

GL NUMBER	DESCRIPTION	2023-24	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET	11/30/2023 NORM (ABNORM)	MONTH 11/30/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	367,901.00	367,901.00	26,761.25	0.00	341,139.75	7.27
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00	37,488.00	7,459.33	0.00	30,028.67	19.90
494-000.000-415.000	MISCELLANEOUS REVENUE	21,974.00	21,974.00	0.00	0.00	21,974.00	0.00
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	19,310.02	3,943.60	(9,310.02)	193.10
Total Dept 000.000		437,363.00	437,363.00	53,530.60	3,943.60	383,832.40	12.24
TOTAL REVENUES		437,363.00	437,363.00	53,530.60	3,943.60	383,832.40	12.24
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	170,940.00	170,940.00	69,549.49	13,244.10	101,390.51	40.69
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	4,525.00	0.00	475.00	90.50
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	23,998.20	2,279.85	10,001.80	70.58
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,350.00	6,350.00	1,354.37	1,179.55	4,995.63	21.33
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	10,050.00	10,050.00	1,789.66	823.00	8,260.34	17.81
494-000.000-844.000	MAIN STREET PROGRAM	22,500.00	22,500.00	12,386.26	1,119.70	10,113.74	55.05
494-000.000-845.000	STREETSCAPING	132,000.00	132,000.00	6,757.50	4,398.00	125,242.50	5.12
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	14,992.03	1,860.37	307.97	97.99
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	1,314.69	0.00	685.31	65.73
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	417,293.00	417,293.00	25,501.49	4,489.75	391,791.51	6.11
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00	53,457.00	378.33	378.33	53,078.67	0.71
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		932,790.00	932,790.00	163,347.02	29,772.65	769,442.98	17.51
TOTAL EXPENDITURES		932,790.00	932,790.00	163,347.02	29,772.65	769,442.98	17.51
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		437,363.00	437,363.00	53,530.60	3,943.60	383,832.40	12.24
TOTAL EXPENDITURES		932,790.00	932,790.00	163,347.02	29,772.65	769,442.98	17.51
NET OF REVENUES & EXPENDITURES		(495,427.00)	(495,427.00)	(109,816.42)	(25,829.05)	(385,610.58)	22.17

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 11/01/2023 TO 11/30/2023

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
136917	11/03/2023	MONTHLY INTEREST POSTING- NOVE	16036	Multiple	3,943.60	
Journal Totals					3,943.60	0.00
Totals for 494-000.000-010.000					3,943.60	0.00
Balance 11/01/23:					1,115,389.22	
Net Change:					3,943.60	
Balance 11/30/23:					1,119,332.82	

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
136395	11/15/2023	CLEARLY AMAZINGVnd: CLEARLY AM	62194	494-000.000-845.000		4,398.00
136423	11/15/2023	EXCELL SNOW & TURF MAINTENANCE	CLIP54715	494-000.000-933.000		960.00
136449	11/15/2023	STANDARD INSURANCE COMPANYVnd:	11-01-23	Multiple		67.52
136451	11/15/2023	STATE OF MICHIGANVnd: STATE OF	OCT 2023	494-000.000-844.000		113.70
136456	11/15/2023	WEINGARTZVnd: WEINGARTZ Invoic	20514913-0	494-000.000-955.000		51.99
136457	11/15/2023	WEINGARTZVnd: WEINGARTZ Invoic	20514969-00	494-000.000-955.000		156.44
136658	11/30/2023	CARDMEMBER SERVICEVnd: CARDMEM	OCT-NOV2023	Multiple		2,151.26
136659	11/30/2023	CARDMEMBER SERVICEVnd: CARDMEM	NOV2023	Multiple		1,027.19
136675	11/30/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130347	Multiple		147.50
136684	11/30/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130278	494-000.000-882.000		1,860.37
136685	11/30/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130345	494-000.000-933.000		3,382.25
136700	11/30/2023	MISSIONSQUARE - 803046Vnd: MIS	NOV2023-INS	Multiple		121.01
136717	11/30/2023	STANDARD INSURANCE COMPANYVnd:	11-14-2023-STIN	Multiple		67.52
Journal Totals					0.00	14,504.75
Journal CD: CD						
136479	11/15/2023	Check: NBDC 48366	48366	Multiple	4,398.00	
136485	11/15/2023	Check: NBDC 48373	48373	Multiple	960.00	
136512	11/15/2023	Check: NBDC 48400	48400	Multiple	67.52	
136513	11/15/2023	Check: NBDC 48401	48401	Multiple	113.70	
136516	11/15/2023	Check: NBDC 48404	48404	Multiple	208.43	
136733	11/30/2023	Check: NBDC 48423	48423	Multiple	3,178.45	
136741	11/30/2023	Check: NBDC 48431	48431	Multiple	5,390.12	
136749	11/30/2023	Check: NBDC 48439	48439	Multiple	121.01	
136761	11/30/2023	Check: NBDC 48451	48451	Multiple	67.52	
Journal Totals					14,504.75	0.00
Totals for 494-000.000-202.000					14,504.75	14,504.75
Balance 11/01/23:					0.00	
Net Change:					0.00	
Balance 11/30/23:					0.00	

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
136479	11/15/2023	Check: NBDC 48366	48366	Multiple	4,398.00	
136485	11/15/2023	Check: NBDC 48373	48373	Multiple	960.00	
136512	11/15/2023	Check: NBDC 48400	48400	Multiple	67.52	
136513	11/15/2023	Check: NBDC 48401	48401	Multiple	113.70	
136516	11/15/2023	Check: NBDC 48404	48404	Multiple	208.43	
136733	11/30/2023	Check: NBDC 48423	48423	Multiple	3,178.45	
136741	11/30/2023	Check: NBDC 48431	48431	Multiple	5,390.12	
136749	11/30/2023	Check: NBDC 48439	48439	Multiple	121.01	
136761	11/30/2023	Check: NBDC 48451	48451	Multiple	67.52	
Journal Totals					0.00	14,504.75
Journal GJ: GJ						
136875	11/03/2023	MERS POSTING-NOV	16029	Multiple		1,079.30
Journal Totals					0.00	1,079.30
Journal PR: Payroll						
136535	11/16/2023	PAYROLL REPORT NOVEMBER	16011	Multiple	7,094.30	
136596	11/28/2023	PAYROLL REPORT NOVEMBER	16021	Multiple	7,094.30	
Journal Totals					0.00	14,188.60
Totals for 494-000.000-214.101					0.00	29,772.65
Balance 11/01/23:					294,751.39	
Net Change:					29,772.65	
Balance 11/30/23:					324,524.04	

494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
136917	11/03/2023	MONTHLY INTEREST POSTING- NOVE	16036	Multiple	3,943	15

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 11/01/2023 TO 11/30/2023

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
Journal Totals					0.00	3,943.60
Totals for 494-000.000-446.000					0.00	3,943.60
		Balance 11/01/23:		15,366.42		
		Net Change:		3,943.60		
		Balance 11/30/23:		19,310.02		
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
136535	11/16/2023	PAYROLL REPORT NOVEMBER	16011	Multiple	6,622.05	
136596	11/28/2023	PAYROLL REPORT NOVEMBER	16021	Multiple	6,622.05	
Journal Totals					13,244.10	0.00
Totals for 494-000.000-701.000					13,244.10	0.00
		Balance 11/01/23:		56,305.39		
		Net Change:		13,244.10		
		Balance 11/30/23:		69,549.49		
494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
136449	11/15/2023	STANDARD INSURANCE COMPANYEMPL	11-01-23	Multiple	67.52	
136700	11/30/2023	MISSIONSQUARE - 803046EMPLOYEE	NOV2023-INS	Multiple	121.01	
136717	11/30/2023	STANDARD INSURANCE COMPANYEMPL	11-14-2023-STIN	Multiple	67.52	
Journal Totals					256.05	0.00
Journal GJ: GJ						
136875	11/03/2023	MERS POSTING-NOV	16029	Multiple	1,079.30	
Journal Totals					1,079.30	0.00
Journal PR: Payroll						
136535	11/16/2023	PAYROLL REPORT NOVEMBER	16011	Multiple	472.25	
136596	11/28/2023	PAYROLL REPORT NOVEMBER	16021	Multiple	472.25	
Journal Totals					944.50	0.00
Totals for 494-000.000-703.000					2,279.85	0.00
		Balance 11/01/23:		21,718.35		
		Net Change:		2,279.85		
		Balance 11/30/23:		23,998.20		
494-000.000-726.000 OFFICE SUPPLIES						
Journal AP: AP						
136658	11/30/2023	CARDMEMBER SERVICEOFFICE SUPPL	OCT-NOV2023	Multiple	21.19	
136658	11/30/2023	CARDMEMBER SERVICEOFFICE SUPPL	OCT-NOV2023	Multiple	19.98	
136658	11/30/2023	CARDMEMBER SERVICEOFFICE SUPPL	OCT-NOV2023	Multiple	1,117.19	
136659	11/30/2023	CARDMEMBER SERVICEOFFICE SUPPL	NOV2023	Multiple	21.19	
Journal Totals					1,179.55	0.00
Totals for 494-000.000-726.000					1,179.55	0.00
		Balance 11/01/23:		174.82		
		Net Change:		1,179.55		
		Balance 11/30/23:		1,354.37		
494-000.000-822.000 TRAINING/MEMBERSHIP						
Journal AP: AP						
136658	11/30/2023	CARDMEMBER SERVICETRAINING/MEM	OCT-NOV2023	Multiple	8.00	
136658	11/30/2023	CARDMEMBER SERVICETRAINING/MEM	OCT-NOV2023	Multiple	805.00	
136658	11/30/2023	CARDMEMBER SERVICETRAINING/MEM	OCT-NOV2023	Multiple	10.00	
Journal Totals					823.00	0.00
Totals for 494-000.000-822.000					823.00	0.00
		Balance 11/01/23:		966.66		
		Net Change:		823.00		
		Balance 11/30/23:		1,789.66		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
136451	11/15/2023	STATE OF MICHIGANMAIN STREET P	OCT 2023	494-000.000-202.000	113.70	
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	23.60	

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 11/01/2023 TO 11/30/2023

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	282.90	
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	610.00	
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	26.50	
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	53.00	
136659	11/30/2023	CARDMEMBER SERVICEMAIN STREET	NOV2023	Multiple	10.00	
Journal Totals					1,119.70	0.00
Totals for 494-000.000-844.000					1,119.70	0.00
Balance 11/01/23:					11,266.56	
Net Change:					1,119.70	
Balance 11/30/23:					12,386.26	
494-000.000-845.000 STREETSCLAPING						
Journal AP: AP						
136395	11/15/2023	CLEARLY AMAZINGSTREETSCLAPING	62194	494-000.000-202.000	4,398.00	
Journal Totals					4,398.00	0.00
Totals for 494-000.000-845.000					4,398.00	0.00
Balance 11/01/23:					2,359.50	
Net Change:					4,398.00	
Balance 11/30/23:					6,757.50	
494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
136684	11/30/2023	GIFFELS-WEBSTER ENG INCPLANNIN	130278	494-000.000-202.000	1,860.37	
Journal Totals					1,860.37	0.00
Totals for 494-000.000-882.000					1,860.37	0.00
Balance 11/01/23:					13,131.66	
Net Change:					1,860.37	
Balance 11/30/23:					14,992.03	
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
136423	11/15/2023	EXCELL SNOW & TURF MAINTENANCE	CLIP54715	494-000.000-202.000	960.00	
136675	11/30/2023	GIFFELS-WEBSTER ENG INCREPAIRS	130347	Multiple	147.50	
136685	11/30/2023	GIFFELS-WEBSTER ENG INCREPAIRS	130345	494-000.000-202.000	3,382.25	
Journal Totals					4,489.75	0.00
Totals for 494-000.000-933.000					4,489.75	0.00
Balance 11/01/23:					21,011.74	
Net Change:					4,489.75	
Balance 11/30/23:					25,501.49	
494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal AP: AP						
136456	11/15/2023	WEINGARTZMISCELLANEOUS EXPENDI	20514913-0	494-000.000-202.000	51.99	
136457	11/15/2023	WEINGARTZMISCELLANEOUS EXPENDI	20514969-00	494-000.000-202.000	156.44	
136658	11/30/2023	CARDMEMBER SERVICEMISCELLANEOU	OCT-NOV2023	Multiple	10.00	
136658	11/30/2023	CARDMEMBER SERVICEMISCELLANEOU	OCT-NOV2023	Multiple	159.90	
Journal Totals					378.33	0.00
Totals for 494-000.000-955.000					378.33	0.00
Balance 11/01/23:					0.00	
Net Change:					378.33	
Balance 11/30/23:					378.33	

12/13/2023 08:09 AM
User: JESSICA
DB: Lathrup

COMPARATIVE BALANCE SHEET FOR CITY OF LATHRUP VILLAGE

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 11/30/2022	PERIOD ENDED 11/30/2023
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,374,210.11	1,119,332.82
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	23,503.93	19,543.46
494-000.000-084.101	DUE FROM GENERAL FUND	77,466.28	471,611.32
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(199,302.22)	(229,016.22)
Total Assets		1,661,411.04	1,767,004.32
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	292,756.17	324,524.04
494-000.000-214.202	DUE TO MAJOR ROADS	0.00	133,801.50
494-000.000-214.203	DUE TO LOCAL ROADS	0.00	133,801.50
Total Liabilities		292,756.17	592,127.04
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,417,080.33	1,417,080.33
Total Fund Balance		1,417,080.33	1,417,080.33
Beginning Fund Balance		1,417,080.33	1,417,080.33
Net of Revenues VS Expenditures - 22-23			(132,386.63)
*22-23 End FB/23-24 Beg FB		1,284,693.70	
Net of Revenues VS Expenditures - Current Year		(48,425.46)	(109,816.42)
Ending Fund Balance		1,368,654.87	1,174,877.28
Total Liabilities And Fund Balance		1,661,411.04	1,767,004.32

* Year Not Closed

Item 4C

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY
 GL NUMBER DESCRIPTION
 YTD BALANCE ACTIVITY FOR AVAILABLE %
 ORIGINAL BUDGET AMENDED BUDGET NORM (ABNORM) MONTH 12/31/23 INCR (DECR) BALANCE (ABNORM) BDT USED

Revenues										
Dept 000.000										
494-000.000-407.000	TIFA-CAPTURE TAXES	367,901.00	367,901.00	26,761.25	0.00	341,139.75	7.27			
494-000.000-410.000	TAX COLLECTED OTHER	37,488.00	37,488.00	7,459.33	0.00	30,028.67	19.90			
494-000.000-415.000	MISCELLANEOUS REVENUE	21,974.00	21,974.00	0.00	0.00	21,974.00	0.00			
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	19,310.02	0.00	(9,310.02)	193.10			
Total Dept 000.000		437,363.00	437,363.00	53,530.60	0.00	383,832.40	12.24			

TOTAL REVENUES		437,363.00	437,363.00	53,530.60	0.00	383,832.40	12.24
----------------	--	------------	------------	-----------	------	------------	-------

Expenditures
 Dept 000.000

494-000.000-701.000	SALARIES FULL-TIME	170,940.00	170,940.00	83,026.92	13,477.43	87,913.08	48.57
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	4,525.00	0.00	475.00	90.50
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	31,631.59	7,633.39	2,368.41	93.03
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,350.00	6,350.00	1,354.37	0.00	4,995.63	21.33
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	10,050.00	10,050.00	1,789.66	0.00	8,260.34	17.81
494-000.000-844.000	MAIN STREET PROGRAM	22,500.00	22,500.00	12,734.26	348.00	9,765.74	56.60
494-000.000-845.000	STREETSCAPING	132,000.00	132,000.00	9,732.50	2,975.00	122,267.50	7.37
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	17,017.03	2,025.00	(1,717.03)	111.22
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	1,806.69	492.00	193.31	90.33
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	417,293.00	417,293.00	27,952.20	2,450.71	389,340.80	6.70
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00	53,457.00	1,314.99	936.66	52,142.01	2.46
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		932,790.00	932,790.00	193,685.21	30,338.19	739,104.79	20.76

TOTAL EXPENDITURES		932,790.00	932,790.00	193,685.21	30,338.19	739,104.79	20.76
--------------------	--	------------	------------	------------	-----------	------------	-------

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:

TOTAL REVENUES	437,363.00	437,363.00	53,530.60	383,832.40	12.24
TOTAL EXPENDITURES	932,790.00	932,790.00	193,685.21	739,104.79	20.76
NET OF REVENUES & EXPENDITURES	(495,427.00)	(495,427.00)	(140,154.61)	(355,272.39)	28.29

User: JESSICA
DB: Lathrup

FROM 494-000.000-000.000 TO 494-000.000-971.001

TRANSACTIONS FROM 12/01/2023 TO 12/31/2023

Item 4C.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
136772	12/01/2023	MISSIONSQUARE - 803046Vnd: MIS	11-14-2023	Multiple	121.01	
136792	12/01/2023	BLUE CARE NETWORKVnd: BLUECARE	23311003150	Multiple	2,589.52	
136943	12/14/2023	C & G NEWSPAPERSVnd: C & G Inv	0015471-IN	494-000.000-900.000	492.00	
136966	12/14/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130519	494-000.000-882.000	2,025.00	
136981	12/14/2023	MISSIONSQUARE - 803046Vnd: MIS	12.15.23	Multiple	121.01	
137337	12/29/2023	BLUE CARE NETWORKVnd: BLUECARE	233420011358	Multiple	2,589.52	
137350	12/29/2023	DTE ENERGYVnd: DTE ENERGY Invo	200114734504	494-000.000-933.000	70.47	
137363	12/29/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130591	494-000.000-933.000	2,215.24	
137364	12/29/2023	GIFFELS-WEBSTER ENG INCVnd: GW	130590	494-000.000-933.000	165.00	
137370	12/29/2023	HORTULUS GARDENSVnd: HORTULUS	23-1201LAT	494-000.000-845.000	812.50	
137371	12/29/2023	HORTULUS GARDENSVnd: HORTULUS	23-1129LAT	494-000.000-845.000	450.00	
137372	12/29/2023	HORTULUS GARDENSVnd: HORTULUS	23-1130LAT	494-000.000-845.000	750.00	
137373	12/29/2023	HORTULUS GARDENSVnd: HORTULUS	23-1013LAT	494-000.000-845.000	962.50	
137382	12/29/2023	MEMBERSHIPWARE, LLCVnd: MEMBER	12.19.2023	494-000.000-844.000	348.00	
137388	12/29/2023	MISSIONSQUARE - 803046Vnd: MIS	12.28.2023	Multiple	121.01	
137390	12/29/2023	NICOLE WADEVnd: NICOLEWADE Inv	PBP-2023-12	494-000.000-955.000	378.23	
137398	12/29/2023	STANDARD INSURANCE COMPANYVnd:	12.29.2023	Multiple	67.52	
137404	12/29/2023	WEINGARTZVnd: WEINGARTZ Invoic	20515991-00	494-000.000-955.000	558.43	
Journal Totals					0.00	14,836.96

Journal CD: CD						
136774	12/01/2023	Check: NBDC 48454	48454	Multiple	121.01	
136796	12/01/2023	Check: NBDC 48456	48456	Multiple	2,589.52	
137021	12/15/2023	Check: NBDC 48463	48463	Multiple	492.00	
137029	12/15/2023	Check: NBDC 48471	48471	Multiple	2,025.00	
137042	12/15/2023	Check: NBDC 48484	48484	Multiple	121.01	
137412	12/29/2023	Check: NBDC 48514	48514	Multiple	2,589.52	
137421	12/29/2023	Check: NBDC 48523	48523	Multiple	70.47	
137424	12/29/2023	Check: NBDC 48526	48526	Multiple	2,380.24	
137425	12/29/2023	Check: NBDC 48527	48527	Multiple	2,975.00	
137432	12/29/2023	Check: NBDC 48534	48534	Multiple	348.00	
137438	12/29/2023	Check: NBDC 48540	48540	Multiple	121.01	
137440	12/29/2023	Check: NBDC 48542	48542	Multiple	378.23	
137447	12/29/2023	Check: NBDC 48549	48549	Multiple	67.52	
137452	12/29/2023	Check: NBDC 48554	48554	Multiple	558.43	
Journal Totals					14,836.96	0.00

Totals for 494-000.000-202.000						
					14,836.96	14,836.96
Balance 12/01/23:					0.00	
Net Change:					0.00	
Balance 12/31/23:					0.00	

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
136774	12/01/2023	Check: NBDC 48454	48454	Multiple	121.01	
136796	12/01/2023	Check: NBDC 48456	48456	Multiple	2,589.52	
137021	12/15/2023	Check: NBDC 48463	48463	Multiple	492.00	
137029	12/15/2023	Check: NBDC 48471	48471	Multiple	2,025.00	
137042	12/15/2023	Check: NBDC 48484	48484	Multiple	121.01	
137412	12/29/2023	Check: NBDC 48514	48514	Multiple	2,589.52	
137421	12/29/2023	Check: NBDC 48523	48523	Multiple	70.47	
137424	12/29/2023	Check: NBDC 48526	48526	Multiple	2,380.24	
137425	12/29/2023	Check: NBDC 48527	48527	Multiple	2,975.00	
137432	12/29/2023	Check: NBDC 48534	48534	Multiple	348.00	
137438	12/29/2023	Check: NBDC 48540	48540	Multiple	121.01	
137440	12/29/2023	Check: NBDC 48542	48542	Multiple	378.23	
137447	12/29/2023	Check: NBDC 48549	48549	Multiple	67.52	
137452	12/29/2023	Check: NBDC 48554	48554	Multiple	558.43	
Journal Totals					0.00	14,836.96

Journal GJ: GJ						
136874	12/01/2023	MERS POSTING-DECEMBER	16028	Multiple	1,079.30	
Journal Totals					0.00	1,079.30

Journal PR: Payroll						
137264	12/14/2023	PAYROLL REPORT DECEMBER	16038	Multiple	7,094.30	
137495	12/29/2023	PAYROLL REPORT DEC	16053	Multiple	7,327.63	
Journal Totals					0.00	14,421.93

Totals for 494-000.000-214.101						
					0.00	30,338.19
Balance 12/01/23:					324,524.04	
Net Change:					30,338.19	
Balance 12/31/23:					354,862.23	

494-000.000-701.000 SALARIES FULL-TIME

User: JESSICA
DB: Lathrup

FROM 494-000.000-000.000 TO 494-000.000-971.001
TRANSACTIONS FROM 12/01/2023 TO 12/31/2023

Item 4C.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	
494-000.000-701.000 SALARIES FULL-TIME						
Journal PR: Payroll						
137264	12/14/2023	PAYROLL REPORT DECEMBER	16038	Multiple	6,622.05	
137495	12/29/2023	PAYROLL REPORT DEC	16053	Multiple	6,855.38	
Journal Totals					13,477.43	0.00
Totals for 494-000.000-701.000					13,477.43	0.00
Balance 12/01/23:				69,549.49		
Net Change:				13,477.43		
Balance 12/31/23:				83,026.92		

494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
136772	12/01/2023	MISSIONSQUARE - 803046EMPLOYEE 11-14-2023		Multiple	121.01	
136792	12/01/2023	BLUE CARE NETWORKEMPLOYEE TAXE 23311003150		Multiple	2,589.52	
136981	12/14/2023	MISSIONSQUARE - 803046EMPLOYEE 12.15.23		Multiple	121.01	
137337	12/29/2023	BLUE CARE NETWORKEMPLOYEE TAXE 233420011358		Multiple	2,589.52	
137388	12/29/2023	MISSIONSQUARE - 803046EMPLOYEE 12.28.2023		Multiple	121.01	
137398	12/29/2023	STANDARD INSURANCE COMPANYEMPL 12.29.2023		Multiple	67.52	
Journal Totals					5,609.59	0.00
Journal GJ: GJ						
136874	12/01/2023	MERS POSTING-DECEMBER	16028	Multiple	1,079.30	
Journal Totals					1,079.30	0.00
Journal PR: Payroll						
137264	12/14/2023	PAYROLL REPORT DECEMBER	16038	Multiple	472.25	
137495	12/29/2023	PAYROLL REPORT DEC	16053	Multiple	472.25	
Journal Totals					944.50	0.00
Totals for 494-000.000-703.000					7,633.39	0.00
Balance 12/01/23:				23,998.20		
Net Change:				7,633.39		
Balance 12/31/23:				31,631.59		

494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
137382	12/29/2023	MEMBERSHIPWARE, LLCMAIN STREET 12.19.2023		494-000.000-202.000	348.00	
Journal Totals					348.00	0.00
Totals for 494-000.000-844.000					348.00	0.00
Balance 12/01/23:				12,386.26		
Net Change:				348.00		
Balance 12/31/23:				12,734.26		

494-000.000-845.000 STREETSCAPING						
Journal AP: AP						
137370	12/29/2023	HORTULUS GARDENSSTREETSCAPING 23-1201LAT		494-000.000-202.000	812.50	
137371	12/29/2023	HORTULUS GARDENSSTREETSCAPING 23-1129LAT		494-000.000-202.000	450.00	
137372	12/29/2023	HORTULUS GARDENSSTREETSCAPING 23-1130LAT		494-000.000-202.000	750.00	
137373	12/29/2023	HORTULUS GARDENSSTREETSCAPING 23-1013LAT		494-000.000-202.000	962.50	
Journal Totals					2,975.00	0.00
Totals for 494-000.000-845.000					2,975.00	0.00
Balance 12/01/23:				6,757.50		
Net Change:				2,975.00		
Balance 12/31/23:				9,732.50		

494-000.000-882.000 PLANNING/CONSULTING FEES						
Journal AP: AP						
136966	12/14/2023	GIFFELS-WEBSTER ENG INCPLANNIN 130519		494-000.000-202.000	2,025.00	
Journal Totals					2,025.00	0.00
Totals for 494-000.000-882.000					2,025.00	0.00
Balance 12/01/23:				14,992.03		
Net Change:				2,025.00		
Balance 12/31/23:				17,017.03		

494-000.000-900-000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						

User: JESSICA

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 12/01/2023 TO 12/31/2023

Item 4C.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	
494-000.000-900.000 PRINTING/PUBLICATION COSTS						
Journal AP: AP						
136943	12/14/2023	C & G NEWSPAPERSPRINTING/PUBLI	0015471-IN	494-000.000-202.000	492.00	
Journal Totals					492.00	0.00
Totals for 494-000.000-900.000					492.00	0.00
Balance 12/01/23:				1,314.69		
Net Change:				492.00		
Balance 12/31/23:				1,806.69		

494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
137350	12/29/2023	DTE ENERGYREPAIRS & MAINTENANC	200114734504	494-000.000-202.000	70.47	
137363	12/29/2023	GIFFELS-WEBSTER ENG INCREPAIRS	130591	494-000.000-202.000	2,215.24	
137364	12/29/2023	GIFFELS-WEBSTER ENG INCREPAIRS	130590	494-000.000-202.000	165.00	
Journal Totals					2,450.71	0.00
Totals for 494-000.000-933.000					2,450.71	0.00
Balance 12/01/23:				25,501.49		
Net Change:				2,450.71		
Balance 12/31/23:				27,952.20		

494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal AP: AP						
137390	12/29/2023	NICOLE WADEMISCELLANEOUS EXPEN	PBP-2023-12	494-000.000-202.000	378.23	
137404	12/29/2023	WEINGARTZMISCELLANEOUS EXPENDI	20515991-00	494-000.000-202.000	558.43	
Journal Totals					936.66	0.00
Totals for 494-000.000-955.000					936.66	0.00
Balance 12/01/23:				378.33		
Net Change:				936.66		
Balance 12/31/23:				1,314.99		

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

Item 4C.

GL Number	Description	PERIOD ENDED 12/31/2022	PERIOD ENDED 12/31/2023
*** Assets ***			
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,377,745.41	1,119,332.82
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	23,503.93	19,543.46
494-000.000-084.101	DUE FROM GENERAL FUND	77,517.67	471,611.32
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(199,302.22)	(229,016.22)
Total Assets		1,664,997.73	1,767,004.32
*** Liabilities ***			
494-000.000-214.101	DUE TO GENERAL FUND	323,537.88	354,862.23
494-000.000-214.202	DUE TO MAJOR ROADS	0.00	133,801.50
494-000.000-214.203	DUE TO LOCAL ROADS	0.00	133,801.50
Total Liabilities		323,537.88	622,465.23
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,417,080.33	1,284,693.70
Total Fund Balance		1,417,080.33	1,284,693.70
Beginning Fund Balance		1,417,080.33	1,284,693.70
Net of Revenues VS Expenditures		(75,620.48)	(140,154.61)
Ending Fund Balance		1,341,459.85	1,144,539.09
Total Liabilities And Fund Balance		1,664,997.73	1,767,004.32



A HERITAGE OF GOOD LIVING

Financial Report
with Supplementary Information
June 30, 2023

Kelly Garrett, Mayor
Bruce Kantor, Mayor Pro Tem
Jalen Jennings, Council Member
Karen Miller, Council Member
Barbara Kenez, Council Member
Pamela Bratschi, Interim City Administrator

City of Lathrup Village, Michigan

Contents

Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-7
Basic Financial Statements	
Government-wide Financial Statements:	
Statement of Net Position	8
Statement of Activities	9-10
Fund Financial Statements:	
Governmental Funds:	
Balance Sheet	11
Reconciliation of the Balance Sheet to the Statement of Net Position	12
Statement of Revenue, Expenditures, and Changes in Fund Balances	13
Reconciliation of the Statement of Revenue, Expenditures, and Changes in Fund Balances to the Statement of Activities	14
Proprietary Fund:	
Statement of Net Position	15
Statement of Revenue, Expenses, and Changes in Net Position	16
Statement of Cash Flows	17-18
Fiduciary Funds:	
Statement of Fiduciary Net Position	19
Statement of Changes in Fiduciary Net Position	20
Notes to Financial Statements	21-45
Required Supplementary Information	46
Schedule of Changes in the Net Pension Liability and Related Ratios	47
Schedule of Pension Contributions	48
Schedule of Changes in the Net OPEB Liability and Related Ratios	49
Schedule of OPEB Contributions	50
Schedule of OPEB Investment Returns	51
Budgetary Comparison Schedule - General Fund	52
Budgetary Comparison Schedules - Major Special Revenue Funds	53-54
Notes to Required Supplementary Information	55-56

Independent Auditor's Report

To the City Council
City of Lathrup Village, Michigan

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Lathrup Village, Michigan (the "City") as of and for the year ended June 30, 2023 and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of June 30, 2023 and the respective changes in its financial position and, where applicable, its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the City and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

To the City Council
City of Lathrup Village, Michigan

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Plante & Moran, PLLC

December 6, 2023

City of Lathrup Village, Michigan

Management's Discussion and Analysis

Our discussion and analysis of the City of Lathrup Village, Michigan's (the "City") financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2023. Please read it in conjunction with the City's financial statements.

Financial Highlights

The following represents the most significant financial highlights for the year ended June 30, 2023:

- The fiscal year 2022/2023 General Fund property tax and related revenue increased by \$116,408, or 3.79 percent, as compared to the 2021/2022 fiscal year.

Property Taxes			
FY 2021/2022	FY 2022/2023	Change	Percent
\$ 3,069,323	\$ 3,185,731	\$ 116,408	3.79%

- Total General Fund revenue was \$758,208, or 17.09 percent, higher than the prior year.

General Fund Revenue			
FY 2021/2022	FY 2022/2023	Change	Percent
\$ 4,437,433	\$ 5,195,641	\$ 758,208	17.09%

- Overall, General Fund expenditures were \$1,020,833, or 21.83 percent, higher than the prior year.

General Fund Expenditures			
FY 2021/2022	FY 2022/2023	Change	Percent
\$ 4,675,749	\$ 5,696,632	\$ 1,020,883	21.83%

- The ending fund balance of the General Fund decreased by \$658,915, or 53.04 percent, from fiscal year 2021/2022.

General Fund - Ending Fund Balance			
FY 2021/2022	FY 2022/2023	Change	Percent
\$ 1,242,202	\$ 583,287	\$ (658,915)	(53.04)%

Using This Annual Report

This annual report consists of a series of financial statements. The statement of net position and the statement of activities provide information about the activities of the City as a whole and present a longer-term view of the City's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell the reader how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the City's operations in more detail than the government-wide financial statements by providing information about the City's most significant funds. The fiduciary fund statements provide financial information about activities for which the City acts solely as a trustee or agent for the benefit of those outside of the government.

The following is an expanded discussion of the concept touched upon earlier in this analysis and includes this year's financial statement format and information about the government-wide financial statements and fund financial statements.

City of Lathrup Village, Michigan

Management's Discussion and Analysis (Continued)

The City as a Whole

The following table shows, in condensed format, the net position as of June 30, 2023 compared to the prior year:

The City's Net Position

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
Assets						
Current and other assets	\$ 8,209,982	\$ 9,783,970	\$ 4,719,194	\$ 6,058,439	\$ 12,929,176	\$ 15,842,409
Capital assets	22,079,509	17,254,255	12,770,899	9,867,005	34,850,408	27,121,260
Total assets	30,289,491	27,038,225	17,490,093	15,925,444	47,779,584	42,963,669
Deferred Outflows of Resources - Related to pension and OPEB						
	667,787	143,591	92,253	23,290	760,040	166,881
Liabilities						
Current liabilities	2,288,549	996,258	465,719	395,210	2,754,268	1,391,468
Long-term liabilities	11,019,907	9,575,460	8,786,782	7,612,834	19,806,689	17,188,294
Total liabilities	13,308,456	10,571,718	9,252,501	8,008,044	22,560,957	18,579,762
Deferred Inflows of Resources -						
Deferred inflows from leases	2,345,435	2,898,347	-	63,202	2,345,435	2,961,549
Net Position						
Net investment in capital assets	17,123,759	15,389,513	5,572,827	8,041,444	22,696,586	23,430,957
Restricted	1,880,792	1,242,440	-	-	1,880,792	1,242,440
Unrestricted	(3,701,164)	(2,920,202)	2,757,018	(163,956)	(944,146)	(3,084,158)
Total net position	\$ 15,303,387	\$ 13,711,751	\$ 8,329,845	\$ 7,877,488	\$ 23,633,232	\$ 21,589,239

The City's combined net position is \$23.6 million compared to \$21.6 million for the prior year. This represents a 9.47 percent increase. The governmental activities portion of net position increased by \$1.6 million, or 11.6 percent, while the business-type activities increased by \$452 thousand, or 5.74 percent.

City of Lathrup Village, Michigan

Management's Discussion and Analysis (Continued)

The City's Changes in Net Position

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
Revenue						
Program revenue:						
Charges for services	\$ 389,972	\$ 414,349	\$ 2,592,269	\$ 2,544,483	\$ 2,982,241	\$ 2,958,832
Operating grants and contributions	598,959	622,858	-	-	598,959	622,858
Capital grants and contributions	541,764	48,936	130,945	213,826	672,709	48,936
General revenue:						
Property taxes	3,869,756	3,675,092	-	-	3,869,756	3,675,092
State-shared revenue	526,916	512,936	-	-	526,916	512,936
Investment income	217,680	101,099	152,424	13,040	370,104	114,139
Other revenue:						
Cable franchise and cell tower fees	197,003	200,537	-	-	197,003	200,537
Other miscellaneous income	192,643	62,227	-	-	192,643	62,227
Total revenue	6,534,693	5,638,034	2,875,638	2,771,349	9,410,331	8,409,383
Expenses						
General government	1,787,321	1,492,497	-	-	1,787,321	1,492,497
Public safety	2,393,353	258,764	-	-	2,393,353	258,764
Public works	629,339	691,302	-	-	629,339	691,302
Recreation and culture	26,710	43,965	-	-	26,710	43,965
Debt service	106,334	84,252	-	-	106,334	84,252
Water and Sewer Fund	-	-	2,423,281	1,573,204	2,423,281	1,573,204
Total expenses	4,943,057	2,570,780	2,423,281	1,573,204	7,366,338	4,143,984
Change in Net Position	1,591,636	3,067,254	452,357	1,198,145	2,043,993	4,265,399
Net Position - Beginning of year	13,711,751	10,644,497	7,877,488	6,679,343	21,589,239	17,323,840
Net Position - End of year	\$ 15,303,387	\$ 13,711,751	\$ 8,329,845	\$ 7,877,488	\$ 23,633,232	\$ 21,589,239

Governmental Activities

As you read through the next several paragraphs, it is important to remember that governmental activities include not only the General Fund, but also the Major Streets and Local Streets funds, the Street Improvement Bond Fund, and the Capital Acquisition Fund. The table shown above was generated by pulling data from pages 9 and 10 of the financial report. You will find specific breakout data for the General, Major Streets, Local Streets, Street Improvement Bond, and Capital Acquisition funds on pages 11 and 13 of the financial report.

The City's governmental revenue totaled \$6.5 million, with the largest revenue source being property taxes (\$3.9 million). Property tax revenue represents 59 percent of total governmental revenue. The percentage of total revenue increased significantly from last year, as did expenses.

Our next largest single source of revenue is operating grants and contributions revenue. This revenue totals approximately \$599,000 and reflects Act 51 funds for our major and local streets, as well as federal grants. Act 51 funding has been relatively stable over the past five fiscal years. We are unaware of any significant changes at the state level that will negatively affect this revenue in the near future, although the State has had discussions on different methods to fund roads.

The charges for services category, referred to as other revenue in our budget, is a listing of many other smaller revenue sources. Combined with the cable franchise and cell tower lease revenue, which is included in the other revenue category, the total for this revenue is \$0.4 million.

City of Lathrup Village, Michigan

Management's Discussion and Analysis (Continued)

Finally, the state-shared revenue totaled approximately \$527,000. The City continues to work to maximize the statutory portion of revenue sharing (formerly EVIP and now CVTRS) by meeting requirements such as posting a citizen’s guide and dashboard on our website and complying with other CVTRS requirements, as mandated by the State. The City enhances transparency and accountability by making available information utilizing the Munetrix platform that provides citizens with an easy to comprehend guide to finances.

A heavier reliance on property taxes will continue to pressure our tax base. The flattening of our revenue, being nearly 100 percent developed, coupled with Headlee rollback, requires us to be cautious as we move forward. Encouraging a Headlee override would be helpful.

Total governmental expenses for the City totaled \$4.9 million. Revenue exceeded expenses by \$1.6 million. Over the course of the year, the City amended the budget to take into account events during the year. Programming and events are not back to normal since 2020, revenue for recreational programs and rentals remains reduced.

From an overall perspective, the City continues to remain in good financial standing. The budgetary reductions implemented over the last few years have aided us in this effort. Since we are a service provider, the majority of our expenditures are for personnel. Therefore, it is imperative that we maintain an open and cooperative spirit with our employee unions and continually review the cost of doing business in order to provide services in a cost effective manner. The City will need to look at increasing revenue sources or making more reductions in the budget to build its financial standing.

Business-type Activities

The City's business-type activity consists of the Water and Sewer Fund. We provide water as a part of the Southeastern Oakland County Water Authority (SOCWA), which in turn purchases water from the Great Lakes Water Authority. Sewage treatment is provided through the Evergreen-Farmington Sewage Disposal System through the water resource commissioner’s office, formerly the Oakland County Drain Commission.

System revenue is provided primarily through the fees paid by consumers based on actual metered water usage. Also, within this fund is the debt for the retirement of capital improvement and SRF bonds for sanitary sewer system improvements.

The business-type activities revenue totaled \$2.9 million. Taking expenses totaling \$2.4 million into consideration, there was a net position increase of approximately \$452,000.

General Fund Budgetary Highlights

The audited numbers included \$294,575 more revenue than the original budget and \$278,173 more revenue than the final amended budget. The audited numbers included \$581,607 more expenditures than the original budget and \$165,032 more expenditures than the final amended budget.

General Fund - FY Ended June 30, 2023				
	Original Budget	Amended Budget	Actual	Variance with Amended Budget
Total revenue	\$ 4,901,066	\$ 4,917,468	\$ 5,195,641	\$ 278,173
Total expenditures	(5,115,025)	(5,531,600)	(5,696,632)	(165,032)
Excess of expenditures over revenue	\$ (213,959)	\$ (614,132)	\$ (500,991)	\$ 113,141

The beginning fund balance for fiscal year 2022/2023 was \$1,242,202. The audited numbers reflect an ending fund balance of \$583,287. This is an ending fund balance of \$287,032 less than the original budget and \$113,141 more than the final amended budget.

City of Lathrup Village, Michigan

Management's Discussion and Analysis (Continued)

General Fund - Fund Balance - FY Ended June 30, 2023				
	Original Budget	Amended Budget	Actual	Variance from Amended Budget
Beginning fund balance	\$ 1,242,202	\$ 1,242,202	\$ 1,242,202	\$ -
Net change in fund balance	(371,883)	(772,056)	(658,915)	113,141
Ending fund balance	\$ 870,319	\$ 470,146	\$ 583,287	\$ 113,141

Capital Assets and Debt Administration

At the end of fiscal year 2022/2023, the City has \$35 million invested in a wide range of capital assets, including land, buildings, equipment, roads, and water and sewer lines. During the current year, the City added \$7,606,426 of governmental capital assets. In June 2021, citizens voted to approve a \$4.7 million general obligation bond for street improvements and a \$5.38 million limited tax obligation bond for capital improvements for the water and sewer system. The majority of the additions related to improvements to the city infrastructure. Great progress was made this year on street, water, and sewer projects. This is the 18th year that such reporting has occurred with such specificity, which is attributable to GASB Statement No. 34 requirements.

Economic Factors and Next Year's Budgets and Rates

The City's budget for next year will require tough decisions by the City Council and the citizens of Lathrup Village, being mindful of our long-term obligations.

There are several economic factors that will challenge the City. The challenges include potential cuts to personal property tax, health insurance increases, pension costs, potential prefunding of retiree health care (GASB Statement No. 45), our overall millage rate, and state laws limiting the growth in property taxes. The 1978 Headlee Amendment (Headlee) and Proposal A passed in 1993 both limit growth to the rate of inflation. Headlee requires a rollback in the overall millage rate if total property values grow at a rate higher than inflation, and Proposal A limits increases in individual property tax assessments to the rate of inflation. Previously, city residents approved a Headlee rollback in May 2010; however, the rollback expired, and the continued shortfalls in revenue have required the City to rely on its fund balances. This practice is not financially or fiscally responsible. A Headlee rollback will need to be considered by the City Council and voted on by the citizens to maintain the same level of services.

Contacting the City's Financial Management

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the City's finances and demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional information, please contact the City's administrator at (248) 557-2600, ext. 225, or the City's treasurer at (248) 557-2600, ext. 227. This report, city budgets, and other financial information are available on the City's website at www.lathrupvillage.org.

City of Lathrup Village, Michigan

Statement of Net Position

June 30, 2023

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	Downtown Development Authority
Assets				
Cash and investments (Note 3)	\$ 1,988,015	\$ 3,527,503	\$ 5,515,518	\$ 1,100,023
Receivables:				
Property taxes	4,224	-	4,224	19,543
Special assessments	111,280	-	111,280	-
Customer receivables	-	666,199	666,199	-
Leases receivable (Note 13)	2,446,164	-	2,446,164	-
Other receivables	51,707	4,315	56,022	-
Due from other governmental units	191,211	-	191,211	-
Due from component units (Note 5)	267,604	-	267,604	-
Due from primary government (Note 5)	-	-	-	281,027
Internal balances	2,001,604	(298,165)	1,703,439	-
Prepaid expenses	121,540	-	121,540	-
Restricted assets - Cash on hand at the county	-	142,536	142,536	-
Capital assets: (Note 4)				
Assets not subject to depreciation	18,269,480	1,088,247	19,357,727	-
Assets subject to depreciation - Net	3,810,029	11,682,652	15,492,681	156,517
Cash restricted to pay incurred project costs	1,026,633	676,806	1,703,439	-
Total assets	30,289,491	17,490,093	47,779,584	1,557,110
Deferred Outflows of Resources				
Deferred pension costs (Note 8)	660,005	90,002	750,007	-
Deferred OPEB costs (Note 10)	7,782	2,251	10,033	-
Total deferred outflows of resources	667,787	92,253	760,040	-
Liabilities				
Accounts payable	1,316,302	249,755	1,566,057	5,813
Due to other governmental units	-	166,305	166,305	-
Due to component units (Note 5)	281,027	-	281,027	-
Due to primary government (Note 5)	-	-	-	267,604
Accrued liabilities and other	465,899	49,659	515,558	-
Unearned revenue	225,321	-	225,321	-
Noncurrent liabilities:				
Due within one year:				
Interfund payable from restricted assets	1,026,633	676,806	1,703,439	-
Compensated absences (Note 6)	78,573	8,041	86,614	-
Current portion of long-term debt (Note 6)	492,774	329,352	822,126	-
Due in more than one year:				
Compensated absences (Note 6)	105,418	-	105,418	-
Net pension liability (Note 8)	2,518,290	343,403	2,861,693	-
Net OPEB liability (Note 10)	2,335,243	726,765	3,062,008	-
Long-term debt - Net of current portion (Note 6)	4,462,976	6,702,415	11,165,391	-
Total liabilities	13,308,456	9,252,501	22,560,957	273,417
Deferred Inflows of Resources	2,345,435	-	2,345,435	-
Net Position				
Net investment in capital assets	17,123,759	5,572,827	22,696,586	156,517
Restricted for:				
Streets and highways	1,809,972	-	1,809,972	-
Police forfeitures	4,326	-	4,326	-
Rubbish	66,494	-	66,494	-
Unrestricted	(3,701,164)	2,757,018	(944,146)	1,127,176
Total net position	\$ 15,303,387	\$ 8,329,845	\$ 23,633,232	\$ 1,283,693

City of Lathrup Village, Michigan

	Program Revenue			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Functions/Programs				
Primary government:				
Governmental activities:				
General government	\$ 1,787,321	\$ 284,692	\$ -	\$ 154,205
Public safety	2,393,353	97,695	14,632	-
Public works	629,339	4,917	584,327	387,559
Recreation and culture	26,710	2,668	-	-
Interest on long-term debt	106,334	-	-	-
Total governmental activities	4,943,057	389,972	598,959	541,764
Business-type activities - Water and Sewer Fund	2,423,281	2,592,269	-	130,945
Total primary government	\$ 7,366,338	\$ 2,982,241	\$ 598,959	\$ 672,709
Component units - Downtown Development Authority	\$ 628,477	\$ -	\$ -	\$ -

General revenue:
 Property taxes
 Unrestricted state-shared revenue
 Unrestricted investment income
 Cable franchise and cell tower fees
 Other miscellaneous income
 Total general revenue

Change in Net Position
Net Position - Beginning of year
Net Position - End of year

Statement of Activities

Year Ended June 30, 2023

Net (Expense) Revenue and Changes in Net Position			
Primary Government			
Governmental Activities	Business-type Activities	Total	Component Unit
\$ (1,348,424)	\$ -	\$ (1,348,424)	\$ -
(2,281,026)	-	(2,281,026)	-
347,464	-	347,464	-
(24,042)	-	(24,042)	-
(106,334)	-	(106,334)	-
(3,412,362)	-	(3,412,362)	-
-	299,933	299,933	-
(3,412,362)	299,933	(3,112,429)	-
-	-	-	(628,477)
3,869,756	-	3,869,756	433,423
526,916	-	526,916	22,368
217,680	152,424	370,104	39,299
197,003	-	197,003	-
192,643	-	192,643	-
5,003,998	152,424	5,156,422	495,090
1,591,636	452,357	2,043,993	(133,387)
13,711,751	7,877,488	21,589,239	1,417,080
\$ 15,303,387	\$ 8,329,845	\$ 23,633,232	\$ 1,283,693

City of Lathrup Village, Michigan

**Governmental Funds
Balance Sheet**

June 30, 2023

	General Fund	Major Streets Fund	Local Streets Fund	Street Improvement Bond Fund	Nonmajor Fund - Capital Acquisition Fund	Total
Assets						
Cash and investments (Note 3)	\$ 1,208,062	\$ 218,877	\$ 447,448	\$ -	\$ 113,628	\$ 1,988,015
Receivables:						
Property taxes	4,224	-	-	-	-	4,224
Special assessments	111,280	-	-	-	-	111,280
Leases receivable (Note 13)	2,446,164	-	-	-	-	2,446,164
Other receivables	51,707	-	-	-	-	51,707
Due from other governmental units	92,091	67,552	31,568	-	-	191,211
Due from component units (Note 5)	-	133,802	133,802	-	-	267,604
Due from other funds (Note 5)	1,005,101	1,336,475	613,412	60,206	-	3,015,194
Prepaid expenditures	121,540	-	-	-	-	121,540
Cash restricted to pay incurred project costs	-	-	-	1,026,633	-	1,026,633
Total assets	\$ 5,040,169	\$ 1,756,706	\$ 1,226,230	\$ 1,086,839	\$ 113,628	\$ 9,223,572
Liabilities						
Accounts payable	\$ 341,784	\$ 487,259	\$ 487,259	\$ -	\$ -	\$ 1,316,302
Due to component units (Note 5)	281,027	-	-	-	-	281,027
Due to other funds (Note 5)	631,145	-	198,446	60,206	73,027	962,824
Advances from other funds (Note 5)	50,766	-	-	-	-	50,766
Accrued liabilities and other	465,899	-	-	-	-	465,899
Unearned revenue	225,321	-	-	-	-	225,321
Interfund payable from restricted assets	-	-	-	1,026,633	-	1,026,633
Total liabilities	1,995,942	487,259	685,705	1,086,839	73,027	4,328,772
Deferred Inflows of Resources						
Unavailable revenue	115,505	-	-	-	-	115,505
Deferred inflow from leases (Note 13)	2,345,435	-	-	-	-	2,345,435
Total deferred inflows of resources	2,460,940	-	-	-	-	2,460,940
Total liabilities and deferred inflows of resources	4,456,882	487,259	685,705	1,086,839	73,027	6,789,712
Fund Balances						
Nonspendable - Prepays	121,540	-	-	-	-	121,540
Restricted:						
Roads and street improvements	-	1,269,447	540,525	-	-	1,809,972
Police forfeitures	4,326	-	-	-	-	4,326
Rubbish	66,494	-	-	-	-	66,494
Assigned - Capital expenditures	-	-	-	-	40,601	40,601
Unassigned	390,927	-	-	-	-	390,927
Total fund balances	583,287	1,269,447	540,525	-	40,601	2,433,860
Total liabilities, deferred inflows of resources, and fund balances	\$ 5,040,169	\$ 1,756,706	\$ 1,226,230	\$ 1,086,839	\$ 113,628	\$ 9,223,572

City of Lathrup Village, Michigan

Governmental Funds
Reconciliation of the Balance Sheet to the Statement of Net Position

	June 30, 2023
Fund Balances Reported in Governmental Funds	\$ 2,433,860
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the funds	22,079,509
Receivables that are not collected soon after year end are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the funds	115,505
Bonds payable obligations are not due and payable in the current period and are not reported in the funds	(4,955,750)
Some employee fringe benefits are payable over a long period of years and do not represent a claim on current financial resources; therefore, they are not reported as fund liabilities:	
Employee compensated absences	(183,991)
Pension benefits	(2,518,290)
Other postemployment benefits	(2,335,243)
Deferred outflows of resources related to pension and other postemployment benefits	<u>667,787</u>
Net Position of Governmental Activities	<u><u>\$ 15,303,387</u></u>

City of Lathrup Village, Michigan

Governmental Funds Statement of Revenue, Expenditures, and Changes in Fund Balances

Year Ended June 30, 2023

	General Fund	Major Streets Fund	Local Streets Fund	Street Improvement Bond Fund	Nonmajor Fund - Capital Acquisition Fund	Total
Revenue						
Property taxes	\$ 3,185,731	\$ -	\$ -	\$ 618,956	\$ -	\$ 3,804,687
Intergovernmental:						
Federal grants	168,837	-	-	-	-	168,837
State-shared revenue and grants	526,916	398,304	211,393	-	-	1,136,613
Construction code fees	111,171	-	-	-	-	111,171
Fines and forfeitures	79,502	-	-	-	-	79,502
Licenses and permits	120,910	-	-	-	-	120,910
Interest and rentals:						
Investment income	103,290	10,949	7,008	93,095	3,338	217,680
Rental income	73,855	-	-	-	-	73,855
Special assessments	362,189	-	-	-	-	362,189
Other revenue:						
Michigan Broadband Authority	90,932	-	-	-	-	90,932
Other miscellaneous income	372,308	-	-	-	-	372,308
Total revenue	5,195,641	409,253	218,401	712,051	3,338	6,538,684
Expenditures						
Current services:						
General government:						
Government service	1,114,202	-	-	-	-	1,114,202
Buildings and grounds	153,245	-	-	-	-	153,245
Administration	766,349	-	-	-	-	766,349
Public safety	2,291,139	-	-	-	-	2,291,139
Public works	1,354,594	133,379	274,771	-	-	1,762,744
Recreation and culture	11,744	-	-	-	-	11,744
Capital outlay	-	1,577,073	1,726,466	-	217,691	3,521,230
Debt service	5,359	-	-	558,749	-	564,108
Total expenditures	5,696,632	1,710,452	2,001,237	558,749	217,691	10,184,761
Excess of Revenue (Under) Over Expenditures	(500,991)	(1,301,199)	(1,782,836)	153,302	(214,353)	(3,646,077)
Other Financing Sources (Uses)						
Transfers in (Note 5)	-	1,618,420	1,618,419	-	157,924	3,394,763
Transfers out (Note 5)	(157,924)	-	-	(3,236,839)	-	(3,394,763)
Total other financing (uses) sources	(157,924)	1,618,420	1,618,419	(3,236,839)	157,924	-
Net Change in Fund Balances	(658,915)	317,221	(164,417)	(3,083,537)	(56,429)	(3,646,077)
Fund Balances - Beginning of year	1,242,202	952,226	704,942	3,083,537	97,030	6,079,937
Fund Balances - End of year	\$ 583,287	\$ 1,269,447	\$ 540,525	\$ -	\$ 40,601	\$ 2,433,860

City of Lathrup Village, Michigan

Governmental Funds
Reconciliation of the Statement of Revenue, Expenditures, and Changes in
Fund Balances to the Statement of Activities

Year Ended June 30, 2023

Net Change in Fund Balances Reported in Governmental Funds	\$ (3,646,077)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; however, in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:	
Capital outlay	5,376,056
Depreciation expense	(485,742)
Net book value of assets disposed of	(65,060)
Total	4,825,254
Revenue in the statement of activities that does not provide current financial resources is not reported as revenue in the funds until it is available	65,069
Repayment of bond principal is an expenditure in the governmental funds but not in the statement of activities (where it reduces long-term debt)	457,774
Decrease in accumulated employee sick and vacation pay and other similar expenses reported in the statement of activities does not provide current resources and, therefore, are not reported in the fund statements until they come due for payment	21,427
The change in the net OPEB liability and related deferrals does not require the use of current resources and is not reported in the governmental funds	668,499
The change in the net pension liability and related deferrals does not require the use of current resources and is not reported in the governmental funds	(800,310)
Change in Net Position of Governmental Activities	\$ 1,591,636

City of Lathrup Village, Michigan

Proprietary Fund Statement of Net Position

June 30, 2023

	Major Enterprise Fund
	Water and Sewer Fund
Assets	
Current assets:	
Cash and investments	\$ 3,527,503
Receivables	670,514
	<hr/>
Total current assets	4,198,017
Noncurrent assets:	
Restricted assets - Cash on hand at the county	142,536
Advances to other funds (Note 5)	50,766
Capital assets - Net (Note 4)	12,770,899
Cash restricted to pay incurred project costs	676,806
	<hr/>
Total noncurrent assets	13,641,007
	<hr/>
Total assets	17,839,024
Deferred Outflows of Resources	
Deferred pension costs (Note 8)	90,002
Deferred OPEB costs (Note 10)	2,251
	<hr/>
Total deferred outflows of resources	92,253
Liabilities	
Current liabilities:	
Accounts payable	249,755
Due to other governmental units	166,305
Due to other funds (Note 5)	348,931
Accrued liabilities and other	49,659
Compensated absences (Note 6)	8,041
Current portion of long-term debt (Note 6)	329,352
	<hr/>
Total current liabilities	1,152,043
Noncurrent liabilities:	
Interfund payable from restricted assets	676,806
Net pension liability (Note 8)	343,403
Net OPEB liability (Note 10)	726,765
Long-term debt - Net of current portion (Note 6)	6,702,415
	<hr/>
Total noncurrent liabilities	8,449,389
	<hr/>
Total liabilities	9,601,432
Net Position	
Net investment in capital assets	5,572,827
Unrestricted	2,757,018
	<hr/>
Total net position	\$ 8,329,845
	<hr/> <hr/>

City of Lathrup Village, Michigan

Proprietary Fund
Statement of Revenue, Expenses, and Changes in Net Position

Year Ended June 30, 2023

Table with 2 columns: Description and Amount. Rows include Operating Revenue (Sale of water, Sewage disposal charges, etc.), Operating Expenses (Cost of water, Sewage treatment, etc.), Operating Income, Nonoperating Revenue (Expense) (Investment income, Interest expense, etc.), Income - Before capital contributions, Capital Contributions - Capital grants, Change in Net Position, Net Position - Beginning of year, and Net Position - End of year.

City of Lathrup Village, Michigan

Proprietary Fund Statement of Cash Flows

Year Ended June 30, 2023

	Major Enterprise Fund
	Water and Sewer Fund
Cash Flows from Operating Activities	
Receipts from customers	\$ 2,282,738
Receipts from other funds	44,697
Payments to suppliers	(1,858,793)
Payments to employees	(215,280)
	<u>253,362</u>
Net cash provided by operating activities	253,362
Cash Flows from Noncapital Financing Activities	
Receipts from other funds	676,806
Repayment of loan made to the General Fund	50,764
	<u>727,570</u>
Net cash provided by noncapital financing activities	727,570
Cash Flows from Capital and Related Financing Activities	
Proceeds from issuance of debt	921,942
Receipt of capital grants	130,945
Purchase of capital assets	(3,289,138)
Principal and interest paid on capital debt	(479,402)
CIP debt service charge	228,905
	<u>(2,486,748)</u>
Net cash used in capital and related financing activities	(2,486,748)
Cash Flows Provided by Investing Activities - Interest received on investments	<u>149,134</u>
Net Decrease in Cash	(1,356,682)
Cash - Beginning of year	<u>5,348,132</u>
Cash - End of year	<u><u>\$ 3,991,450</u></u>
Classification of Cash	
Cash and investments	\$ 3,527,503
Cash restricted to pay incurred project costs	676,806
Less amounts classified as investments	(212,859)
	<u>3,991,450</u>
Total cash	<u><u>\$ 3,991,450</u></u>

City of Lathrup Village, Michigan

Proprietary Fund Statement of Cash Flows (Continued)

Year Ended June 30, 2023

	Major Enterprise Fund
	<u>Water and Sewer Fund</u>
Reconciliation of Operating Income to Net Cash from Operating Activities	
Operating income	\$ 102,933
Adjustments to reconcile operating income to net cash from operating activities:	
Depreciation	356,262
Changes in assets and liabilities:	
Receivables	(80,626)
Due to and from other funds	44,697
Net pension and OPEB liability and related deferrals	(237,896)
Accounts payable	67,709
Compensated absences	283
Total adjustments	<u>150,429</u>
Net cash provided by operating activities	<u><u>\$ 253,362</u></u>

City of Lathrup Village, Michigan

**Fiduciary Funds
Statement of Fiduciary Net Position**

June 30, 2023

	<u>OPEB Trust Fund</u>	<u>Custodial Fund Tax Collection Fund</u>
Assets - Interest in pooled investments	\$ 411,017	\$ -
Liabilities	-	-
Net Position - Restricted for postemployment benefits other than pension	<u>\$ 411,017</u>	<u>\$ -</u>

City of Lathrup Village, Michigan

Fiduciary Funds
Statement of Changes in Fiduciary Net Position

Year Ended June 30, 2023

	OPEB Trust Fund	Custodial Fund Tax Collection Fund
Additions		
Investment income - Net increase in fair value of investments	\$ 25,334	\$ -
Employer contributions	239,703	-
Property tax collections	-	8,039,162
Total additions	265,037	8,039,162
Deductions		
Benefit payments	189,703	-
Administrative expenses	637	-
Tax distributions to other governments	-	8,039,162
Total deductions	190,340	8,039,162
Net Increase in Fiduciary Net Position	74,697	-
Net Position - Beginning of year	336,320	-
Net Position - End of year	\$ 411,017	\$ -

Note 1 - Significant Accounting Policies

Accounting and Reporting Principles

The City of Lathrup Village, Michigan (the "City") follows accounting principles generally accepted in the United States of America (GAAP), as applicable to governmental units. Accounting and financial reporting pronouncements are promulgated by the Governmental Accounting Standards Board. The following is a summary of the significant accounting policies used by the City:

Reporting Entity

The City is governed by an elected five-member council. The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Blended component units are, in substance, part of the City's operations, even though they are separate legal entities. Thus, blended component units are appropriately presented as funds of the City. Discretely presented component units are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the City (see discussion below for description).

Blended Component Unit

The Lathrup Village Building Authority is governed by a commission appointed by the City Council. Although it is legally separate from the City, the Lathrup Village Building Authority is reported as if it were part of the primary government because its sole purpose is to finance and construct the City's public buildings.

Discretely Presented Component Unit

The Downtown Development Authority (the "DDA") is reported within the component unit column in the financial statements. It is reported in a separate column to emphasize that it is legally separate from the City. The DDA was created to correct and prevent deterioration in the downtown district, encourage historical preservation, and promote economic growth within the downtown district. The DDA's governing body, which consists of eight individuals, is selected by the mayor with the City Council's approval. In addition, the Authority's budget is subject to approval by the City Council. The DDA does not issue separate financial statements.

Fiduciary Component Unit

The City of Lathrup Village OPEB plan is governed by the City Council. Although it is legally separate from the City, it is reported as a fiduciary component unit because the City appoints a voting majority to the board, and the plan imposes a financial burden to the City.

Report Presentation

Governmental accounting principles require that financial reports include two different perspectives - the government-wide perspective and the fund-based perspective. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units, as applicable. The government-wide financial statements are presented on the economic resources measurement focus and the full accrual basis of accounting. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The statements also present a schedule reconciling these amounts to the modified accrual-based presentation found in the fund-based statements.

Note 1 - Significant Accounting Policies (Continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Taxes, unrestricted intergovernmental receipts, and other items not properly included among program revenue are reported instead as general revenue.

As a general rule, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions to this general rule occur when there are charges between the City's water and sewer function and various other functions. Eliminations of these charges would distort the direct costs and program revenue reported for the various functions concerned.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds, if any, are reported as separate columns in the fund financial statements.

Fund Accounting

The City accounts for its various activities in several different funds in order to demonstrate accountability for how it spends certain resources; separate funds allow the City to show the particular expenditures for which specific revenue is used. The various funds are aggregated into three broad fund types:

Governmental Funds

Governmental funds include all activities that provide general governmental services that are not business-type activities. Governmental funds can include the General Fund, special revenue funds, debt service funds, capital project funds, and permanent funds. The City reports the following funds as major governmental funds:

- The General Fund is the City's primary operating fund. It accounts for all financial resources used to provide government services other than those specifically assigned to another fund. General Fund activities are financed by revenue from general property taxes, state-shared revenue, and other sources.
- The Major Streets Fund accounts for maintenance and improvement activities for streets designated as major within the City.
- The Local Streets Fund accounts for maintenance and improvement activities for streets designated as local within the City. Funding is provided primarily through state-shared gas and weight taxes. State law requires that these taxes be used for local street maintenance and construction.
- The Street Improvement Bond Fund is used to record the street improvement bond proceeds, the proceeds from the voter-approved bond millage, and payment of debt service interest and principal.

Proprietary Funds

Proprietary funds include enterprise funds (which provide goods or services to users in exchange for charges or fees). The City reports only the Water and Sewer Fund as a major enterprise fund. The Water and Sewer Fund is used to account for the results of operations that provide water and sewer services to citizens that are financed primarily by a user charge for the provision of those services.

Note 1 - Significant Accounting Policies (Continued)

Fiduciary Funds

Fiduciary funds include amounts held in a fiduciary capacity for others. These amounts are not used to operate the City's programs. Activities that are reported as fiduciary include the following:

- The OPEB Trust Fund accumulates resources for future retiree health care payments to retirees.
- The custodial fund, the Tax Collection Fund, collects taxes on behalf of all the taxing authorities (state, county, school district, township, and the various smaller authorities).

Interfund Activity

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds.

Furthermore, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

Basis of Accounting

The governmental funds use the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting is intended to better demonstrate accountability for how the City has spent its resources.

Expenditures are reported when the goods are received or the services are rendered. Capital outlays are reported as expenditures (rather than as capital assets) because they reduce the ability to spend resources in the future; conversely, employee benefit costs that will be funded in the future (such as pension and retiree health care-related costs or sick and vacation pay) are not counted until they come due for payment. In addition, debt service expenditures, claims, and judgments are recorded only when payment is due.

Revenue is not recognized until it is collected or collected soon enough after the end of the year that it is available to pay for obligations outstanding at the end of the year. For this purpose, the City considers amounts collected within 60 days of year end to be available for recognition. The following major revenue sources meet the availability criterion: property taxes, state-shared revenue, state gas and weight tax revenue, and interest associated with the current fiscal period. Conversely, property taxes will be collected after the period of availability; receivables have been recorded for these, along with a deferred inflow.

Proprietary funds use the economic resources measurement focus and the full accrual basis of accounting. Revenue is recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Specific Balances and Transactions

Cash, Cash Equivalents, and Investments

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Prepaid Items

Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements, when applicable.

Note 1 - Significant Accounting Policies (Continued)

Capital Assets

Capital assets, which include property, plant, equipment, intangible assets, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

Infrastructure, intangibles, buildings, equipment, and vehicles are depreciated using the straight-line method over the following useful lives:

	Depreciable Life - Years
Infrastructure	10-50
Buildings and building improvements	80
Machinery, equipment, and vehicles	1-25
Utility system	50

Unearned Revenue

Unearned revenue represents amounts received through nonexchange transactions prior to all applicable eligibility criteria being met or amounts being received through exchange transactions prior to goods or services being provided. The City has one item related to funds received from the American Rescue Plan Act, which qualified for reporting in this category.

Long-term Obligations

In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bond using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed at the time they are incurred. In the fund financial statements, governmental fund types recognize bond issuances and premiums as other financing sources and bond discounts as other financing uses. The General Fund, Street Improvement Bond Fund, and Water and Sewer Fund are generally used to liquidate long-term debt.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future periods and will not be recognized as an outflow of resources (expense/expenditure) until then. The City has two items that qualify for reporting in this category, which are the deferred outflows of resources related to the defined benefit pension plan and OPEB plans. The deferred outflows of resources related to the defined benefit pension plan and OPEB plan are reported in the government-wide financial statements and the Water and Sewer Fund. The details can be found in Notes 8 and 10.

Note 1 - Significant Accounting Policies (Continued)

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The City has three items that qualify for reporting in this category: unavailable revenue, deferred inflows of resources related to the defined benefit pension plan, and deferred inflows from leases. Unavailable revenue arises only under a modified accrual basis of accounting and is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenue from property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available. The deferred inflows of resources related to leases are reported in the government-wide financial statements and the General Fund. The details can be found in Note 13.

Net Position

Net position of the City is classified in three components. Net investment in capital assets consists of capital assets net of accumulated depreciation and is reduced by the current balances of any outstanding borrowings used to finance the purchase or construction of those assets. The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Unrestricted net position is the remaining net position that does not meet the definition of invested in capital or restricted.

Net Position Flow Assumption

The City will sometimes fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements (as applicable), a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

The City will sometimes fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Furthermore, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The City Council is the highest level of decision-making authority for the City that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Note 1 - Significant Accounting Policies (Continued)

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The City Council has, by resolution, authorized the city administrator to assign fund balance. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally exist only temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Property Tax Revenue

Properties are assessed as of December 31. Property taxes are levied the following July 1 and become a lien on December 1. The taxes are due on February 28, after which point they are added to the county tax rolls.

The City's 2022 property tax revenue was levied and collectible on July 1, 2022 and is recognized as revenue in the year ended June 30, 2023 when the proceeds of the levy are budgeted and available for the financing of operations.

The 2022 taxable valuation of the City totaled \$163.7 million (a portion of which is abated and a portion of which is captured by the TIFA and DDA), on which taxes levied consisted of 17.5618 mills for operating purposes, 2.6341 mills for refuse services, 3.9307 mills for debt service, and 1.8823 for DDA operations. This resulted in \$2,647,000 for operating and approximately \$397,000 for refuse services recognized in the General Fund as tax revenue, approximately \$619,000 for debt service recognized in the Street Improvement Bond Fund, and approximately \$37,000 for the DDA.

Pension

The City offers a defined benefit pension plan to its employees. The City records a net pension liability for the difference between the total pension liability calculated by the actuary and the pension plan's fiduciary net position. For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plan and additions to/deductions from the pension plan's fiduciary net position have been determined on the same basis as they are reported by the pension plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Other Postemployment Benefit Costs

The City offers retiree health care benefits to retirees. The City records a net OPEB liability for the difference between the total OPEB liability calculated by the actuary and the OPEB plan's fiduciary net position. For the purpose of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the OPEB plan and additions to/deductions from the OPEB plan's fiduciary net position have been determined on the same basis as they are reported by the OPEB plan. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Note 1 - Significant Accounting Policies (Continued)

Compensated Absences (Vacation and Sick Leave)

It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. There is a liability for unpaid accumulated sick leave since the City has a policy to pay out 50 percent of accumulated sick time when employees separate from services with the City. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year end. Compensated absences attributable to the governmental activities will be liquidated primarily by the General Fund and the Water and Sewer Fund.

Proprietary Funds Operating Classification

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of proprietary funds is charges to customers for sales or services. Operating expenses for these funds include the cost of sales or services and administrative expenses and may also include depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Leases

The City is a lessor for noncancelable leases of cell towers. The City recognizes a lease receivable and a deferred inflow of resources in the government-wide and fund financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the City determines the discount rate it uses to discount the expected lease receipts to present value, lease term, and lease receipts.

- The City uses the actual rate charged to lessees as the discount rate for leases.
- The lease term includes the noncancelable period of the lease. Lease receipts included in the measurement of the lease receivable are composed of fixed payments from the lessee.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Note 1 - Significant Accounting Policies (Continued)

Upcoming Accounting Pronouncements

In April 2022, the Governmental Accounting Standards Board issued Statement No. 99, Omnibus 2022, which establishes or amends accounting and financial reporting requirements for specific issues related to financial guarantees, derivative instruments, leases, public-public and public-private partnerships (PPPs), subscription-based information technology arrangements (SBITAs), the transition from the London Interbank Offered Rate (LIBOR), the Supplemental Nutrition Assistance Program (SNAP), nonmonetary transactions, pledges of future revenue, the focus of government-wide financial statements, and terminology. The standard has various effective dates. The City does not believe this pronouncement will have a significant impact on its financial statements but is still making a full evaluation.

In June 2022, the Governmental Accounting Standards Board issued Statement No. 100, Accounting Changes and Error Corrections, which enhances the accounting and financial reporting requirements for accounting changes and error corrections. The provisions of this statement are effective for the City's financial statements for the year ending June 30, 2024.

In June 2022, the Governmental Accounting Standards Board issued Statement No. 101, Compensated Absences, which updates the recognition and measurement guidance for compensated absences under a unified model. This statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means and establishes guidance for measuring a liability for leave that has not been used. It also updates disclosure requirements for compensated absences. The provisions of this statement are effective for the City's financial statements for the year ending June 30, 2025.

Note 2 - Stewardship, Compliance, and Accountability

Construction Code Fees

The City oversees building construction, in accordance with the State's Construction Code Act, including inspection of building construction and renovation to ensure compliance with the building codes. The City charges fees for these services. The law requires that collection of these fees be used only for construction code costs, including an allocation of estimated overhead costs. A summary of the current year activity and the cumulative surplus or shortfall generated since January 1, 2000 is as follows:

Cumulative shortfall at July 1, 2022		\$	(316,776)
Current year building permit revenue			111,171
Related expenses:			
Direct costs	\$	98,127	
Estimated indirect costs		59,872	157,999
			<u>(46,828)</u>
Current year shortfall			
Cumulative shortfall at June 30, 2023		\$	<u><u>(363,604)</u></u>

Noncompliance with Legal or Contractual Provisions

The City adopted an original and amended budget for the Major Streets and Local Streets funds with a deficit fund balance at year end. Per Public Act 2 of 1968, the board is prohibited from adopting a budget that causes total expenditures to exceed total revenue, including an available fund balance from the previous year. The City did not incur any actual deficits requiring deficit elimination plans under state law.

Note 3 - Deposits and Investments

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The law also allows investments outside the state of Michigan when fully insured. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications that matures no more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions that are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The City Council has designated three banks for the deposit of its funds. The investment policy adopted by the City Council in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and CDs but not the remainder of state statutory authority, as listed above. The City's deposits, investments, and investment policies are in accordance with statutory authority.

The OPEB Trust Fund is also authorized by Michigan Public Act 314 of 1965, as amended, to invest in certain reverse repurchase agreements, stocks, diversified investment companies, annuity investment contracts, real estate leased to public entities, mortgages, real estate (if the trust fund's assets exceed \$250 million), debt or equity of certain small businesses, certain state and local government obligations, and certain other specified investment vehicles.

The OPEB Trust has designated one bank for deposit of its funds. The trust's deposits and investment policies are in accordance with statutory authority.

The City's cash and investments are subject to several types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the City's deposits may not be returned to it. The City does not have a deposit policy for custodial credit risk. At year end, the City had bank deposits of \$7,630,824 (certificates of deposit and checking and savings accounts), of which \$712,959 was covered by federal depository insurance, and the remainder was uninsured and uncollateralized. The Downtown Development Authority had bank deposits of \$1,100,023 (savings accounts), of which \$250,000 was covered by federal deposit insurance, and the remainder was uninsured and uncollateralized. The City believes that, due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits.

At year end, the OPEB Trust had no bank deposits (cash and money market accounts) that were uninsured and uncollateralized.

Fair Value Measurements

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using net asset value per share (or its equivalent) as a practical expedient are not classified in the fair value hierarchy.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The City's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 3 - Deposits and Investments (Continued)

The City had no investments that were valued at fair value as of June 30, 2023.

Investments in Entities that Calculate Net Asset Value per Share

The OPEB Trust Fund holds shares or interests in investment companies where the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

At June 30, 2023, the fair value, unfunded commitments, and redemption rules of those investments are as follows:

	Carrying Value	Unfunded Commitments	Redemption Frequency, if Eligible	Redemption Notice Period
MERS ISP Total Market Portfolio	\$ 411,017	\$ -	No restrictions	None

The MERS ISP Total Market Portfolio is a fully diversified portfolio combining stocks and bonds with alternative asset classes, including real estate, private equity, and commodities. The objective is to provide current income and capital appreciation while minimizing the volatility of the capital markets. MERS manages asset allocation and monitors the underlying investment managers of the MERS ISP Total Market Portfolio.

Note 4 - Capital Assets

Capital asset activity of the City's governmental and business-type activities was as follows:

Governmental Activities

	Balance July 1, 2022	Reclassifications	Additions	Disposals	Balance June 30, 2023
Capital assets not being depreciated:					
Land	\$ 364,738	\$ -	\$ -	\$ (65,060)	\$ 299,678
Construction in progress	2,746,032	(2,230,370)	5,051,420	-	5,567,082
Right of ways	12,402,720	-	-	-	12,402,720
Subtotal	15,513,490	(2,230,370)	5,051,420	(65,060)	18,269,480
Capital assets being depreciated:					
Buildings and improvements	1,309,023	-	-	-	1,309,023
Machinery and equipment	1,872,031	-	324,636	(70,510)	2,126,157
Infrastructure	7,502,782	2,230,370	-	-	9,733,152
Subtotal	10,683,836	2,230,370	324,636	(70,510)	13,168,332
Accumulated depreciation:					
Buildings and improvements	932,669	-	30,233	-	962,902
Machinery and equipment	1,638,555	-	100,987	(70,510)	1,669,032
Infrastructure	6,371,847	-	354,522	-	6,726,369
Subtotal	8,943,071	-	485,742	(70,510)	9,358,303
Net capital assets being depreciated	1,740,765	2,230,370	(161,106)	-	3,810,029
Net governmental activities capital assets	\$ 17,254,255	\$ -	\$ 4,890,314	\$ (65,060)	\$ 22,079,509

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 4 - Capital Assets (Continued)

Business-type Activities

	Balance July 1, 2022	Reclassifications	Additions	Disposals	Balance June 30, 2023
Capital assets not being depreciated - Construction in progress	\$ -	\$ -	\$ 1,088,247	\$ -	\$ 1,088,247
Capital assets being depreciated:					
Utility system	17,458,824	-	2,171,909	-	19,630,733
Machinery and equipment	564,704	-	-	-	564,704
Vehicles	69,487	-	-	-	69,487
Subtotal	18,093,015	-	2,171,909	-	20,264,924
Accumulated depreciation:					
Utility system	7,677,647	-	347,670	-	8,025,317
Machinery and equipment	478,876	-	8,592	-	487,468
Vehicles	69,487	-	-	-	69,487
Subtotal	8,226,010	-	356,262	-	8,582,272
Net capital assets being depreciated	9,867,005	-	1,815,647	-	11,682,652
Net business-type activities capital assets	<u>\$ 9,867,005</u>	<u>\$ -</u>	<u>\$ 2,903,894</u>	<u>\$ -</u>	<u>\$ 12,770,899</u>

Component Unit

	Balance July 1, 2022	Reclassifications	Additions	Disposals	Balance June 30, 2023
Capital assets being depreciated:					
Infrastructure	\$ 360,290	\$ -	\$ -	\$ -	\$ 360,290
Furniture and equipment	25,243	-	-	-	25,243
Subtotal	385,533	-	-	-	385,533
Accumulated depreciation:					
Infrastructure	181,719	-	27,106	-	208,825
Buildings and improvements	17,583	-	2,608	-	20,191
Subtotal	199,302	-	29,714	-	229,016
Net capital assets	<u>\$ 186,231</u>	<u>\$ -</u>	<u>\$ (29,714)</u>	<u>\$ -</u>	<u>\$ 156,517</u>

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 4 - Capital Assets (Continued)

Depreciation expense was charged to programs of the primary government as follows:

Governmental activities:		
General government		\$ 44,479
Public safety		109,933
Public works		310,603
Recreation and culture		20,727
		<u>485,742</u>
Total governmental activities		<u>\$ 485,742</u>
Business-type activities - Water and Sewer Fund		<u>\$ 356,262</u>
Component unit activities - Downtown Development Authority		<u>\$ 29,714</u>

Note 5 - Interfund Receivables, Payables, and Transfers

The composition of interfund balances is as follows:

Receivable Fund	Payable Fund	Amount
General Fund	Water and Sewer Fund	\$ 945,177
	Local Streets Fund	49,963
	Nonmajor governmental fund - Capital Acquisition Fund	9,961
	Total General Fund	<u>1,005,101</u>
Major Streets Fund	General Fund	570,939
	Water and Sewer Fund	40,280
	Street Improvement Bond Fund	543,420
	Local Streets Fund	148,483
	Nonmajor governmental fund - Capital Acquisition Fund	33,353
	Total Major Streets Fund	<u>1,336,475</u>
Local Streets Fund	Water and Sewer Fund	40,280
	Street Improvement Bond Fund	543,419
	Nonmajor governmental fund - Capital Acquisition Fund	29,713
	Total Local Streets Fund	<u>613,412</u>
Street Improvement Bond Fund	General Fund	<u>60,206</u>
	Total	<u>\$ 3,015,194</u>

The Water and Sewer Fund and Street Improvement Bond Fund have cash restricted for incurred project costs that will be used to repay a portion of these interfund balances.

The City has made the following long-term advances between funds:

Fund Borrowed From	Fund Loaned To	Amount
Water and Sewer Fund	General Fund	\$ 50,766

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 5 - Interfund Receivables, Payables, and Transfers (Continued)

The balance of amounts loaned from the discretely presented component unit is as follows:

Receivable	Payable	Amount
Component unit - Downtown Development Authority	General Fund	\$ 281,027

The discretely presented component unit also has amounts due to the Major Streets Fund and Local Streets Fund of \$133,802 each, totaling \$267,604.

These balances result from the time lag between the dates that goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system, and payments between funds are made.

The long-term advance between the General Fund and Water and Sewer Fund resulted from a contribution to fund the City's unfunded pension liability. The Water and Sewer Fund paid more than its related portion and will be reimbursed by the General Fund over a period of 10 years.

Interfund transfers reported in the fund financial statements are composed of the following:

Paying Fund (Transfer Out)	Receiving Fund (Transfer In)	Amount
General Fund	Nonmajor governmental fund - Capital Acquisition Fund	\$ 157,924
Street Improvement Bond Fund	Major Streets Fund	1,618,420
	Local Streets Fund	1,618,419
	Total Street Improvement Bond Fund	<u>3,236,839</u>
	Total	<u>\$ 3,394,763</u>

The transfers from the General Fund to the nonmajor governmental fund - Capital Acquisition Fund represent the use of unrestricted resources to finance those programs in accordance with budgetary authorizations. The transfer between the Street Improvement Bond Fund and the Major Streets and Local Streets funds represents a distribution of bond proceeds for major and local street projects.

Note 6 - Long-term Debt

The City issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the City. County contractual agreements and installment purchase agreements are also general obligations of the government.

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 6 - Long-term Debt (Continued)

Long-term debt activity for the year ended June 30, 2023 can be summarized as follows:

Governmental Activities

	<u>Interest Rate Ranges</u>	<u>Principal Maturity Ranges</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due within One Year</u>
Bonds and contracts payable:							
Direct borrowings and direct placements -							
Michigan Suburbs Alliance loan -							
Energy efficiency and renewable energy projects -							
Amount of issue: \$80,380, maturing in 2027							
	N/A	\$5,359	\$ 26,790	\$ -	\$ (5,359)	\$ 21,431	\$ 5,359
Other debt:							
Unlimited General Obligation Bond -							
Amount of issue: \$4,720,000, maturing in 2031							
	5.00%	\$345,000 - \$655,000	4,375,000	-	(340,000)	4,035,000	375,000
Unamortized bond premiums							
	N/A	N/A	1,011,734	-	(112,415)	899,319	112,415
Total bonds and contracts payable			5,413,524	-	(457,774)	4,955,750	492,774
Other long-term obligations -							
Compensated absences							
			205,418	121,519	(142,946)	183,991	78,573
Total governmental activities long-term debt			<u>\$ 5,618,942</u>	<u>\$ 121,519</u>	<u>\$ (600,720)</u>	<u>\$ 5,139,741</u>	<u>\$ 571,347</u>

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 6 - Long-term Debt (Continued)

Business-type Activities

	Interest Rate Ranges	Principal Maturity Ranges	Beginning Balance	Additions	Reductions	Ending Balance	Due within One Year
Bonds and contracts payable:							
Direct borrowings and direct placements:							
State Revolving Fund Obligation - Amount of issue: \$626,570, maturing in 2028	2.50%	\$17,142 - \$45,000	\$ 307,142	\$ -	\$ (35,000)	\$ 272,142	\$ 35,000
Evergreen-Farmington Sanitary Drain Drainage District Bond Series 2023 - CWSRF #5834-01	1.875%	\$146,118 - \$208,717	-	921,942	-	921,942	-
Total direct borrowings and direct placements principal outstanding			307,142	921,942	(35,000)	1,194,084	35,000
Other debt:							
General obligations bonds - Amount of issue: \$995,000, maturing in 2027	4.25% - 4.75%	\$70,000 - \$75,000	355,000	-	(65,000)	290,000	70,000
2021 Capital Improvement Bonds - Amount of issue: \$5,380,000, maturing in 2042	2.00% - 5.00%	\$205,000 - \$350,000	5,380,000	-	(200,000)	5,180,000	205,000
Total other debt principal outstanding			5,735,000	-	(265,000)	5,470,000	275,000
Unamortized bond premiums			387,035	-	(19,352)	367,683	19,352
Total bonds and contracts payable			6,429,177	921,942	(319,352)	7,031,767	329,352
Other long-term obligations - Compensated absences			7,758	4,066	(3,783)	8,041	8,041
Total business-type activities long-term debt			<u>\$ 6,436,935</u>	<u>\$ 926,008</u>	<u>\$ (323,135)</u>	<u>\$ 7,039,808</u>	<u>\$ 337,393</u>

City of Lathrup Village, Michigan

Notes to Financial Statements

June 30, 2023

Note 6 - Long-term Debt (Continued)

Debt Service Requirements to Maturity

Annual debt service requirements to maturity for the above bonds and note obligations are as follows:

Years Ending June 30	Governmental Activities				
	Other Debt		Direct Borrowings and Direct Placements		Total
	Principal	Interest	Principal	Interest	
2024	\$ 375,000	\$ 201,750	\$ 5,359	\$ -	\$ 582,109
2025	405,000	183,000	5,359	-	593,359
2026	440,000	162,750	5,359	-	608,109
2027	480,000	140,750	5,354	-	626,104
2028	515,000	166,750	-	-	681,750
2029-2033	1,820,000	186,750	-	-	2,006,750
Thereafter	-	-	-	-	-
Total	\$ 4,035,000	\$ 1,041,750	\$ 21,431	\$ -	\$ 5,098,181

Years Ending June 30	Business-type Activities				
	Direct Borrowings and Direct Placements		Other Debt		Total
	Principal	Interest	Principal	Interest	
2024	\$ 35,000	\$ 28,671	\$ 275,000	\$ 158,425	\$ 497,096
2025	35,000	26,795	285,000	144,600	491,395
2026	40,000	25,795	295,000	130,281	491,076
2027	40,000	24,795	300,000	115,594	480,389
2028	186,118	22,425	230,000	102,438	540,981
2029-2033	857,966	56,081	1,270,000	363,313	2,547,360
Thereafter	-	-	2,815,000	267,669	3,082,669
Total	\$ 1,194,084	\$184,562	\$ 5,470,000	\$ 1,282,320	\$ 8,130,966

Evergreen-Farmington Sanitary Drain Drainage District Bonds, Series 2023

The City entered into an agreement with the drainage board for the Evergreen-Farmington Sanitary Drain Drainage District to allow for the issuance of bonds to finance increasing outlet capacity as part of a corrective action plan submitted to the State of Michigan on behalf of the 15 Oakland County municipalities served by the Evergreen-Farmington Sewage Disposal System. The Evergreen-Farmington Sanitary Drain Drainage District Bonds, Series 2023, were issued in the amount of \$121,070,000, with \$12,107,000 of the bonds anticipated to be forgiven. The City will be responsible for 3.22343 percent of the debt service payments associated with this issuance. As of June 30, 2023, the total balance drawn on these bonds is \$28,601,271, of which \$921,942 will be the responsibility of the City. The bonds bear interest at 1.875 percent, and principal payments commence in October 2027.

Note 7 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for medical benefits provided to employees. The City participates in the Michigan Municipal League (MML) risk pool for claims relating to property loss, torts, errors and omissions, and employee injuries. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

Note 8 - Defined Benefit Pension Plan

Plan Description

The City participates in an agent multiple-employer defined benefit pension plan administered by the Municipal Employees' Retirement System of Michigan (MERS) that covers certain general, nonunion, police, and patrol employees of the City. MERS was established as a statewide public employee pension plan by the Michigan Legislature under PA 135 of 1945 and is administered by a nine-member retirement board. MERS issues a publicly available financial report, which includes the financial statements and required supplementary information of this defined benefit plan. This report can be obtained at www.mersofmich.com or in writing to MERS at 1134 Municipal Way, Lansing, MI 48917.

Benefits Provided

The plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. PA 427 of 1984, as amended, established and amends the benefit provisions of the participants in MERS.

The MERS plan covers general employees, police employees, and department heads. The plan is closed to new hired employees.

Retirement benefits for general employees and nonunion employees hired before January 1, 2008 are calculated as 2.5 percent (80 percent max) of the employee's final 3-year average salary times the employee's years of service. Normal retirement age is 60 with early retirement at 50 with 25 years of service or 55 with 15 years of service. The vesting period is 10 years.

Retirement benefits for police employees are calculated as 2.5 percent (80 percent max) of the employee's final 5-year average salary times the employee's years of service. Normal retirement age is 60, with early retirement at 50 with 25 years of service or 55 with 15 years of service. The vesting period is 10 years.

Retirement benefits for nonunion employees hired after January 1, 2008 are calculated as 2.0 percent of the employee's final 5-year average salary times the employee's years of service. Normal retirement age is 60, with early retirement at 50 with 25 years of service or 55 with 15 years of service. The vesting period is 10 years.

Retirement benefits for patrol employees are calculated as 2.8 percent (80 percent max) of the employee's final 5-year average salary times the employee's years of service. Normal retirement age is 60, with early retirement at 50 with 25 years of service or 55 with 15 years of service. The vesting period is 10 years.

Benefit terms provide for annual cost of living adjustments to each employee's retirement allowance subsequent to the employee's retirement date limited to increases in the Consumer Price Index.

Benefit terms, within the parameters established by MERS, are generally established and amended by authority of the City Council, generally after negotiations of these terms with the affected unions. Police employee benefit terms may be subject to binding arbitration in certain circumstances.

Note 8 - Defined Benefit Pension Plan (Continued)

Employees Covered by Benefit Terms

The following members were covered by the benefit terms:

Date of member count	December 31, 2022
Inactive plan members or beneficiaries currently receiving benefits	21
Inactive plan members entitled to but not yet receiving benefits	1
Active plan members	<u>3</u>
Total employees covered by the plan	<u><u>25</u></u>

Contributions

Article 9, Section 24 of the State of Michigan constitution requires that financial benefits arising on account of employee services rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution. The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS retirement board. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended June 30, 2023, the average active employee contribution rate was 6.32 percent of gross wages, and the City's minimum monthly required contribution was \$24,806.

Net Pension Liability

The City has chosen to use the December 31, 2022 measurement date as its measurement date for the net pension liability. The June 30, 2023 fiscal year end reported net pension liability was determined using a measure of the total pension liability and the pension net position as of the December 31, 2022 measurement date. The December 31, 2022 measurement date total pension liability was determined by an actuarial valuation performed as of that date.

Changes in the net pension liability during the measurement year were as follows:

Changes in Net Pension Liability	Increase (Decrease)		
	Total Pension Liability	Plan Net Position	Net Pension Liability
Balance at December 31, 2021	\$ 8,728,960	\$ 7,303,392	\$ 1,425,568
Changes for the year:			
Service cost	58,960	-	58,960
Interest	610,178	-	610,178
Differences between expected and actual experience	272,856	-	272,856
Contributions - Employer	-	294,918	(294,918)
Contributions - Employee	-	26,948	(26,948)
Net investment loss	-	(802,841)	802,841
Benefit payments, including refunds	(684,405)	(684,405)	-
Administrative expenses	-	(13,156)	13,156
Net changes	<u>257,589</u>	<u>(1,178,536)</u>	<u>1,436,125</u>
Balance at December 31, 2022	<u><u>\$ 8,986,549</u></u>	<u><u>\$ 6,124,856</u></u>	<u><u>\$ 2,861,693</u></u>

The plan's fiduciary net position represents 68.2 percent of the total pension liability.

Note 8 - Defined Benefit Pension Plan (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2023, the City recognized pension expense of \$603,190.

At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net difference between projected and actual earnings on pension plan investments	\$ 601,171	\$ -
Employer contributions to the plan subsequent to the measurement date	148,836	-
Total	\$ 750,007	\$ -

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows (note that employer contributions subsequent to the measurement date will reduce the net pension liability and, therefore, will not be included in future pension expense):

Years Ending June 30	Amount
2024	\$ 43,192
2025	108,815
2026	185,419
2027	263,745
Total	\$ 601,171

Actuarial Assumptions

The total pension liability in the December 31, 2022 actuarial valuation was determined using an inflation assumption of 2.5 percent, assumed salary increases (including inflation) of 3.00 percent, an investment rate of return (net of investment expenses but gross of administrative expenses) of 7.25 percent, and the Pub-2010 mortality tables using scale MP-2019. These assumptions were applied to all periods included in the measurement and are based on an experience study conducted from January 1, 2014 through December 31, 2018.

Discount Rate

The discount rate used to measure the total pension liability was 7.25 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that city contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate.

Projected Cash Flows

Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Note 8 - Defined Benefit Pension Plan (Continued)

Investment Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return net of inflation as of the December 31, 2022 measurement date for each major asset class included in the pension plan's target asset allocation are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Global equity	60.00 %	4.50 %
Global fixed income	20.00	2.00
Private investments	20.00	7.00

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 7.25 percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1 Percentage Point Decrease (6.25%)	Current Discount Rate (7.25%)	1 Percentage Point Increase (8.25%)
Net pension liability of the City	\$ 3,738,181	\$ 2,861,693	\$ 2,111,395

Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued financial report. For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pension, and pension expense, information about the plan's fiduciary net position and additions to/deductions from fiduciary net position have been determined on the same basis as they are reported by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due, pursuant to legal requirements. Benefit payments and refunds of employee contributions are recognized as expense when due and payable in accordance with the benefit terms.

Note 9 - Defined Contribution Pension Plan

The City provides additional pension benefits to all full-time employees hired after July 1, 2013 through a defined contribution plan administered by MERS. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Under the plan, all employees contribute 5 percent of gross earnings to the plan, and the City matches their contributions at a rate of 8 percent for police employees and 5 percent for all other employees. In accordance with these provisions, the City contributed \$59,863 and employees contributed \$73,017 for the year ended June 30, 2023.

Note 10 - Other Postemployment Benefit Plan

Plan Description

The City provides retiree health care benefits to eligible employees and their spouses. The benefits are provided through the City of Lathrup Village Retiree Healthcare Plan, a single-employer plan administered by the City of Lathrup Village, Michigan.

Management of the plan is vested in the OPEB board, which consists of the City Council.

The plan assets are reported in the City's financial statements as a fiduciary fund.

Benefits Provided

The City of Lathrup Village Retiree Healthcare Plan provides medical and pharmacy benefits for eligible retirees and their spouses. Benefits are provided through fully insured plans administered by Blue Cross Blue Shield of Michigan. The plan is closed to new employees hired after January 1, 2008.

Employees Covered by Benefit Terms

The following members were covered by the benefit terms:

Date of member count	July 1, 2021
Inactive plan members or beneficiaries currently receiving benefits	21
Active plan members	<u>3</u>
Total plan members	<u><u>24</u></u>

Contributions

Retiree health care costs are paid by the City on a pay-as-you-go basis. The City has no obligation to make contributions in advance of when the insurance premiums are due for payment. For the fiscal year ended June 30, 2023, the City made payments for postemployment health benefit premiums of \$189,703.

Net OPEB Liability

The City has chosen to use the June 30, 2023 measurement date as its measurement date for the net OPEB liability. The June 30, 2023 fiscal year end reported net OPEB liability was determined using a measure of the total OPEB liability and the OPEB net position as of the June 30, 2023 measurement date. The June 30, 2023 measurement date total OPEB liability was determined by an actuarial valuation performed as of July 1, 2021 and was rolled forward to the measurement dated as of June 30, 2023.

Note 10 - Other Postemployment Benefit Plan (Continued)

Changes in the net OPEB liability during the measurement year were as follows:

Changes in Net OPEB Liability	Increase (Decrease)		
	Total OPEB Liability	Plan Net Position	Net OPEB Liability
Balance at July 1, 2022	\$ 3,820,697	\$ 336,320	\$ 3,484,377
Changes for the year:			
Service cost	7,977	-	7,977
Interest	183,331	-	183,331
Differences between expected and actual experience	(9,780)	-	(9,780)
Changes in assumptions	(339,497)	-	(339,497)
Contributions - Employer	-	239,703	(239,703)
Net investment income	-	25,334	(25,334)
Benefit payments, including refunds	(189,703)	(189,703)	-
Administrative expenses	-	(637)	637
Net changes	(347,672)	74,697	(422,369)
Balance at June 30, 2023	\$ 3,473,025	\$ 411,017	\$ 3,062,008

The plan's fiduciary net position represents 11.8 percent of the total OPEB liability.

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2023, the City recognized OPEB gain of \$171,900.

At June 30, 2023, the City reported deferred outflows of resources totaling \$10,033 related to OPEB from the net difference between projected and actual earnings on OPEB plan investments.

Amounts reported as deferred outflows of resources related to OPEB will be recognized in OPEB expense as follows:

Years Ending June 30	Amount
2024	\$ 3,157
2025	3,157
2026	5,241
2027	(1,522)
Total	\$ 10,033

Actuarial Assumptions

The total OPEB liability as of the June 30, 2023 measurement date was determined using an inflation assumption of 2.5 percent; assumed salary increases (including inflation) of 2 percent; a discount rate of 5.81 percent; a health care cost trend rate of 7.75 percent for 2022, decreasing 0.25 percentage points per year to an ultimate rate of 4.5 percent for 2034 and later years; and the Pub-2010 mortality tables using scale MP-2021. These assumptions were applied to all periods included in the measurement.

Note 10 - Other Postemployment Benefit Plan (Continued)

Discount Rate

The discount rate used to measure the total OPEB liability was 5.81 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that city contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate.

Based on those assumptions, the OPEB plan's fiduciary net position was not projected to be available to make all projected future benefit payments of current active and inactive employees through the year 2046. Therefore, the discount rate was determined by blending the long-term expected rate of return on OPEB plan investments of 7.00 percent with the current yield for 20-year, tax-exempt general obligation municipal bonds of 4.13 percent based on the S&P Municipal Bond 20-Year High-Grade Rate Index.

Investment Rate of Return

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and adding expected inflation. Best estimates of arithmetic real rates of return as of the June 30, 2023 measurement date for each major asset class included in the OPEB plan's target asset allocation, as disclosed in the investment section below, are summarized in the following tables:

Asset Class	Long-term Expected Real Rate of Return
Global equity	4.50 %
Global fixed income	2.00
Private investments	7.00

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the City, calculated using the discount rate of 5.81 percent, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1 Percentage Point Decrease (4.81%)	Current Discount Rate (5.81%)	1 Percentage Point Increase (6.81%)
Net OPEB liability of the City of Lathrup Village Retiree Healthcare Plan	\$ 3,482,585	\$ 3,062,008	\$ 2,715,439

Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rate

The following presents the net OPEB liability of the City, calculated using the health care cost trend rate of 7.75 percent, as well as what the City's net OPEB liability would be if it were calculated using a health care cost trend rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1 Percentage Point Decrease (6.75%)	Current Health Care Cost Trend Rate (7.75%)	1 Percentage Point Increase (8.75%)
Net OPEB liability of the City of Lathrup Village Retiree Healthcare Plan	\$ 2,649,374	\$ 3,062,008	\$ 3,559,089

Note 10 - Other Postemployment Benefit Plan (Continued)

Assumption Changes

There was an assumption change from the June 30, 2022 to the June 30, 2023 measurement related to a discount rate increase from 4.91 percent to 5.81 percent.

Investment Policy

The OPEB plan’s policy in regard to the allocation of invested assets is established and may be amended by the OPEB board by a majority vote of its members. It is the policy of the OPEB board to pursue an investment strategy that manages risk through the prudent diversification of the portfolio across a broad selection of distinct asset classes. The OPEB plan’s investment policy discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans. The following was the OPEB board’s adopted asset allocation policy as of June 30, 2023:

City of Lathrup Village Retiree Healthcare Plan

Asset Class	Target Allocation
Global equity	60.00 %
Global fixed income	20.00
Private investments	20.00
Total	100.00 %

Rate of Return

For the year ended June 30, 2023, the annual money-weighted rate of return on OPEB plan investments, net of OPEB plan investment expense, was 7.45 percent. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Note 11 - Retirement Health Care Savings Plan

The City provides additional other postemployment benefits to all full-time employees hired after July 1, 2008 through a retiree health care savings plan administered by ICMA - Meritain Health. Under the plan, there are no employee contributions, and the City contributes 2 percent of employees' base salaries into eligible employees' health savings accounts for retirement health care. Contributions to the health savings accounts by the City were \$19,301 for the year ended June 30, 2023.

Note 12 - Joint Venture

The City is a member of Southeastern Oakland County Resource Recovery Authority (the "Authority"), which consists of 12 municipalities in Oakland County. The Authority provides refuse disposal services for the benefit of member municipalities. The City appoints one member to the joint venture's governing board, which approves the annual budget. The participating communities provided annual funding for its operations. During the current year, the City expensed approximately \$370,000 related to payments to the Authority. The City is unaware of any circumstances that would cause any significant additional financial benefit or burden to the participating governments in the near future. Complete financial statements for the Authority can be obtained from the administrative offices at 3910 Webster, Royal Oak, MI 48073.

Note 12 - Joint Venture (Continued)

The City is a member of Southeastern Oakland County Water Authority (the "Water Authority"), which consists of 11 municipalities in Oakland County, Michigan. The City purchases water from the Water Authority. The City appoints one member to the joint venture's governing board, which approves the annual budget. The participating communities provide annual funding for its operations. During the current year, the City expensed approximately \$292,000 related to payments to the Water Authority. The City is unaware of any circumstances that would cause any significant additional financial benefit or burden to the participating governments in the near future. Complete financial statements for the Water Authority can be obtained from the administrative offices at 3910 Webster, Royal Oak, MI 48073.

Note 13 - Leases

The City leases certain assets to various third parties. The assets leased include cell towers. Payments are generally fixed monthly. The City has long-term receivables and deferred inflows of resources related to these leases totaling \$2,446,164 and \$2,345,435, respectively, at June 30, 2023.

During the year ended June 30, 2023, the City recognized the following related to its lessor agreements:

Lease revenue	\$	90,932
Interest income related to its leases		80,284

Required Supplementary Information

City of Lathrup Village, Michigan

Required Supplementary Information
Schedule of Changes in the Net Pension Liability and Related Ratios

Years Ended December 31

	2022	2021	2020	2019	2018	2017	2016	2015	2014
Total Pension Liability									
Service cost	\$ 58,960	\$ 56,707	\$ 58,205	\$ 59,127	\$ 61,401	\$ 65,460	\$ 82,950	\$ 84,814	\$ 102,340
Interest	610,178	615,604	610,908	623,086	623,735	637,504	612,822	588,230	576,312
Miscellaneous other charges	-	-	-	-	-	(93,953)	-	-	-
Differences between expected and actual experience	272,856	22,665	(263,611)	(83,540)	(73,176)	(211,835)	252,035	29,891	-
Changes in assumptions	-	270,517	267,386	264,344	-	-	-	377,460	-
Benefit payments, including refunds	(684,405)	(616,440)	(604,252)	(621,481)	(616,381)	(612,152)	(554,952)	(543,571)	(507,237)
Net Change in Total Pension Liability	257,589	349,053	68,636	241,536	(4,421)	(214,976)	392,855	536,824	171,415
Total Pension Liability - Beginning of year	8,728,960	8,379,907	8,311,271	8,069,735	8,074,156	8,289,132	7,896,277	7,359,453	7,188,038
Total Pension Liability - End of year	\$ 8,986,549	\$ 8,728,960	\$ 8,379,907	\$ 8,311,271	\$ 8,069,735	\$ 8,074,156	\$ 8,289,132	\$ 7,896,277	\$ 7,359,453
Plan Fiduciary Net Position									
Contributions - Employer	\$ 294,918	\$ 258,690	\$ 211,512	\$ 199,230	\$ 157,170	\$ 100,914	\$ 74,706	\$ 64,182	\$ 53,795
Contributions - Member	26,948	28,427	29,489	30,089	31,517	38,023	135,489	49,191	61,176
Net investment (loss) income	(802,841)	891,818	846,102	784,097	(244,887)	809,627	671,396	(94,420)	409,055
Administrative expenses	(13,156)	(10,587)	(12,378)	(13,498)	(12,458)	(12,866)	(13,283)	(14,080)	(14,946)
Benefit payments, including refunds	(684,405)	(616,440)	(604,252)	(621,481)	(616,381)	(612,152)	(554,952)	(543,571)	(507,237)
Miscellaneous other charges	-	-	-	-	-	(93,953)	-	-	-
Net Change in Plan Fiduciary Net Position	(1,178,536)	551,908	470,473	378,437	(685,039)	229,593	313,356	(538,698)	1,843
Plan Fiduciary Net Position - Beginning of year	7,303,392	6,751,484	6,281,011	5,902,574	6,587,613	6,358,020	6,044,664	6,583,362	6,581,519
Plan Fiduciary Net Position - End of year	\$ 6,124,856	\$ 7,303,392	\$ 6,751,484	\$ 6,281,011	\$ 5,902,574	\$ 6,587,613	\$ 6,358,020	\$ 6,044,664	\$ 6,583,362
City's Net Pension Liability - Ending	\$ 2,861,693	\$ 1,425,568	\$ 1,628,423	\$ 2,030,260	\$ 2,167,161	\$ 1,486,543	\$ 1,931,112	\$ 1,851,613	\$ 776,091
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	68.16 %	83.67 %	80.57 %	75.57 %	73.14 %	81.59 %	76.70 %	76.55 %	89.45 %
Covered Payroll	\$ 366,011	\$ 385,192	\$ 447,808	\$ 457,801	\$ 477,215	\$ 504,653	\$ 647,096	\$ 723,381	\$ 877,424
City's Net Pension Liability as a Percentage of Covered Payroll	781.86 %	370.09 %	363.64 %	443.48 %	454.13 %	294.57 %	298.43 %	255.97 %	88.45 %

City of Lathrup Village, Michigan

Required Supplementary Information Schedule of Pension Contributions

Last Ten Fiscal Years Years Ended June 30

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
Actuarially determined contribution	\$ 297,672	\$ 292,164	\$ 225,216	\$ 197,808	\$ 200,652	\$ 113,688	\$ 88,140	\$ 64,182	\$ 67,092	\$ 81,305
Contributions in relation to the actuarially determined contribution	297,672	292,164	225,216	197,808	200,652	113,688	88,140	64,182	67,082	1,225,013
Contribution (Deficiency) Excess	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10)	\$ 1,143,708
Covered Payroll	\$ 322,968	\$ 321,064	\$ 461,803	\$ 457,801	\$ 477,215	\$ 504,653	\$ 647,096	\$ 723,381	\$ 877,424	\$ 840,997
Contributions as a Percentage of Covered Payroll	92.17 %	91.00 %	48.77 %	43.21 %	42.05 %	22.53 %	13.62 %	8.87 %	7.65 %	145.66 %

Notes to Schedule of Pension Contributions

Actuarial valuation information relative to the determination of contributions:

Valuation date Actuarially determined contributions rates are calculated as of December 31, two years prior to the end of the fiscal year in which the contributions are reported. Contributions for the City's fiscal year ended June 30, 2023 were determined based on the actuarial valuation as of December 31, 2020. The most recent valuation is as of December 31, 2022.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age
Amortization method	Level percentage of payroll - Closed
Remaining amortization period	16 years
Asset valuation method	5-year smoothed
Inflation	2.5 percent
Salary increase	3.0 percent
Investment rate of return	7.60 percent - Gross of pension plan investment expense, including inflation
Retirement age	60 years
Mortality	Pub-2010 mortality tables
Other information	None

City of Lathrup Village, Michigan

Required Supplementary Information Schedule of Changes in the Net OPEB Liability and Related Ratios

Fiscal Years Ended June 30

	2023	2022	2021	2020	2019	2018
Total OPEB Liability						
Service cost	\$ 7,977	\$ 16,282	\$ 80,712	\$ 64,528	\$ 53,004	\$ 58,875
Interest	183,331	135,804	184,803	205,246	194,817	180,037
Differences between expected and actual experience	(9,780)	(141,665)	(48,359)	123,103	-	-
Changes in assumptions	(339,497)	2,809,918)	(299,252)	688,405	307,745	(280,471)
Benefit payments, including refunds	(189,703)	(161,023)	(136,024)	(147,716)	(167,338)	(177,091)
Net Change in Total OPEB Liability	(347,672)	2,960,520)	(218,120)	933,566	388,228	(218,650)
Total OPEB Liability - Beginning of year	3,820,697	6,781,217	6,999,337	6,065,771	5,677,543	5,896,193
Total OPEB Liability - End of year	<u>\$3,473,025</u>	<u>\$3,820,697</u>	<u>\$6,781,217</u>	<u>\$6,999,337</u>	<u>\$6,065,771</u>	<u>\$5,677,543</u>
Plan Fiduciary Net Position						
Contributions - Employer	\$ 239,703	\$ 311,023	\$ 336,024	\$ -	\$ -	\$ -
Net investment income (loss)	25,334	(26,190)	13,080	-	-	-
Administrative expenses	(637)	(469)	(101)	-	-	-
Benefit payments, including refunds	(189,703)	(161,023)	(136,024)	-	-	-
Net Change in Plan Fiduciary Net Position	74,697	123,341	212,979	-	-	-
Plan Fiduciary Net Position - Beginning of year	336,320	212,979	-	-	-	-
Plan Fiduciary Net Position - End of year	<u>\$ 411,017</u>	<u>\$ 336,320</u>	<u>\$ 212,979</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net OPEB Liability - Ending	<u>\$3,062,008</u>	<u>\$3,484,377</u>	<u>\$6,568,238</u>	<u>\$6,999,337</u>	<u>\$6,065,771</u>	<u>\$5,677,543</u>
Plan Fiduciary Net Position as a Percentage of Total OPEB Liability	11.83 %	8.80 %	3.14 %	- %	- %	- %
Covered-employee Payroll	\$ 204,228	\$ 264,171	\$ 340,772	\$ 340,935	\$ 311,227	\$ 316,913
Net OPEB Liability as a Percentage of Covered-employee Payroll	1,499.31 %	1,318.99 %	1,927.46 %	2,052.98 %	1,948.99 %	1,791.51 %

City of Lathrup Village, Michigan

Required Supplementary Information
Schedule of OPEB Contributions

Last Ten Fiscal Years
Years Ended June 30

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
Actuarially determined contribution	\$ 238,079	\$ 240,805	\$ 409,275	\$ 407,962	\$ 200,426	\$ 181,840	\$ 288,836	\$ 288,836	\$ 259,097	\$ 422,732
Contributions in relation to the actuarially determined contribution	239,703	311,023	336,024	147,716	167,338	177,091	143,679	138,020	165,208	183,783
Contribution Excess (Deficiency)	\$ 1,624	\$ 70,218	\$ (73,251)	\$ (260,246)	\$ (33,088)	\$ (4,749)	\$ (145,157)	\$ (150,816)	\$ (93,889)	\$ (238,949)
Covered-employee Payroll	\$ 204,228	\$ 264,171	\$ 340,772	\$ 340,935	\$ 311,227	\$ 316,913	\$ 723,381	\$ 723,381	\$ 877,424	\$ 840,997
Contributions as a Percentage of Covered-employee Payroll	117.37 %	117.74 %	98.61 %	43.33 %	53.77 %	55.88 %	19.86 %	19.08 %	18.83 %	- %

Notes to Schedule of Contributions

Actuarial valuation information relative to the determination of contributions:

Valuation date Actuarially determined contribution rates are calculated as of July 1, 2021.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal as a percentage of payroll
Amortization method	Level dollar over a closed 26 years
Remaining amortization period	24
Asset valuation method	N/A
Inflation	2.5 percent
Health care cost trend rates	7.5 percent for 2023, decreasing 0.25 percent per year ultimately decreasing to 4.5 percent for 2036 and years later
Salary increase	2.0 percent
Investment rate of return	7.0 percent
Retirement age	Age 60 with 10 years of service; or age 55 with 15 years of service; or age 50 with 25 years of service
Mortality	For current employees, Pub-2010 General Employees Mortality Table without adjustment; For healthy retirees, Pub-2010 General Retiree Mortality Table (scaled by a factor of 106%); For disabled retirees, PubNS-2010 Disabled Retiree Mortality table without adjustment
Other information	None

City of Lathrup Village, Michigan

**Required Supplementary Information
Schedule of OPEB Investment Returns**

	Last Three Fiscal Years		
	Years Ended June 30		
	<u>2023</u>	<u>2022</u>	<u>2021</u>
Annual money-weighted rate of return - Net of investment expense	7.45 %	(9.90)%	25.11 %

Note: The OPEB Trust Fund was established during the fiscal year ended June 30, 2021. As a result, full 10-year information is not available. This schedule is being built prospectively.

City of Lathrup Village, Michigan

Required Supplementary Information Budgetary Comparison Schedule General Fund

Year Ended June 30, 2023

	Original Budget (Unaudited)	Amended Budget (Unaudited)	Actual	Variance with Amended Budget - (Unfavorable) Favorable
Revenue				
Property taxes	\$ 3,397,736	\$ 3,172,924	\$ 3,185,731	\$ 12,807
Special assessments	200,000	356,440	362,189	5,749
Intergovernmental:				
Federal grants	8,000	5,762	168,837	163,075
State-shared revenue and grants	478,151	477,151	526,916	49,765
Local grants and contributions	9,685	-	-	-
Construction code fees	123,500	113,000	111,171	(1,829)
Fines and forfeitures	70,000	77,000	79,502	2,502
Licenses and permits	136,700	118,408	120,910	2,502
Interest and rentals	84,917	119,417	177,145	57,728
Other revenue:				
Michigan Broadband Authority	108,889	112,889	90,932	(21,957)
Other miscellaneous income	283,488	364,477	372,308	7,831
Total revenue	4,901,066	4,917,468	5,195,641	278,173
Expenditures				
Current services:				
General government:				
Government service	781,690	800,259	1,114,202	(313,943)
Buildings and grounds	122,500	155,000	153,245	1,755
Administration	864,858	852,823	766,349	86,474
Public safety	2,400,256	2,357,057	2,291,139	65,918
Public works	889,720	1,347,349	1,354,594	(7,245)
Recreation and culture	50,642	13,753	11,744	2,009
Debt service	5,359	5,359	5,359	-
Total expenditures	5,115,025	5,531,600	5,696,632	(165,032)
Excess of Expenditures Over Revenue	(213,959)	(614,132)	(500,991)	113,141
Other Financing Uses - Transfers out	(157,924)	(157,924)	(157,924)	-
Net Change in Fund Balance	(371,883)	(772,056)	(658,915)	113,141
Fund Balance - Beginning of year	1,242,202	1,242,202	1,242,202	-
Fund Balance - End of year	<u>\$ 870,319</u>	<u>\$ 470,146</u>	<u>\$ 583,287</u>	<u>\$ 113,141</u>

City of Lathrup Village, Michigan

Required Supplementary Information Budgetary Comparison Schedules - Major Special Revenue Funds Major Streets Fund

Year Ended June 30, 2023

	Original Budget (Unaudited)	Amended Budget (Unaudited)	Actual	Variance with Amended Budget - (Unfavorable) Favorable
Revenue				
Intergovernmental - State-shared revenue and grants	\$ 373,671	\$ 373,671	\$ 398,304	\$ 24,633
Interest and rentals - Investment income	600	600	10,949	10,349
Total revenue	374,271	374,271	409,253	34,982
Expenditures				
Current services - Public works	169,762	147,485	133,379	14,106
Capital outlay	1,058,196	2,187,500	1,577,073	610,427
Debt service	98,333	98,333	-	98,333
Total expenditures	1,326,291	2,433,318	1,710,452	722,866
Excess of Expenditures Over Revenue	(952,020)	(2,059,047)	(1,301,199)	757,848
Other Financing Sources - Transfers in	952,207	952,207	1,618,420	666,213
Net Change in Fund Balance	187	(1,106,840)	317,221	1,424,061
Fund Balance - Beginning of year	952,226	952,226	952,226	-
Fund Balance - End of year	<u>\$ 952,413</u>	<u>\$ (154,614)</u>	<u>\$ 1,269,447</u>	<u>\$ 1,424,061</u>

City of Lathrup Village, Michigan

Required Supplementary Information Budgetary Comparison Schedules - Major Special Revenue Funds (Continued) Local Streets Fund

Year Ended June 30, 2023

	Original Budget (Unaudited)	Amended Budget (Unaudited)	Actual	Variance with Amended Budget - (Unfavorable) Favorable
Revenue				
Intergovernmental - State-shared revenue and grants	\$ 189,446	\$ 189,446	\$ 211,393	\$ 21,947
Interest and rentals - Investment income	600	600	7,008	6,408
Total revenue	190,046	190,046	218,401	28,355
Expenditures				
Current services - Public works	410,037	174,735	274,771	(100,036)
Capital outlay	1,058,196	2,187,500	1,726,466	461,034
Debt service	98,333	98,333	-	98,333
Total expenditures	1,566,566	2,460,568	2,001,237	459,331
Excess of Expenditures Over Revenue	(1,376,520)	(2,270,522)	(1,782,836)	487,686
Other Financing Sources - Transfers in	1,376,707	1,376,707	1,618,419	241,712
Net Change in Fund Balance	187	(893,815)	(164,417)	729,398
Fund Balance - Beginning of year	704,942	704,942	704,942	-
Fund Balance - End of year	<u>\$ 705,129</u>	<u>\$ (188,873)</u>	<u>\$ 540,525</u>	<u>\$ 729,398</u>

City of Lathrup Village, Michigan

Notes to Required Supplementary Information

June 30, 2023

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund and all special revenue funds, except that operating transfers and debt proceeds have been included in the revenue and expenditures categories, rather than as other financing sources (uses). All annual appropriations lapse at fiscal year end; encumbrances are not included in expenditures. During the year, the budget was amended in a legally permissible manner.

The budget document presents information by fund, function, department, and line items. The legal level of budgetary control adopted by the governing body is the activity level (i.e., the level at which expenditures may not legally exceed appropriations). The preceding schedules show the activity in more detail than the legal level of control. Amounts encumbered for purchase orders, contracts, etc. are not tracked during the year. Budget appropriations are considered to be spent once goods are delivered or the services rendered.

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- 1. On or before the third Monday in April, the City shall submit to the City Council a recommended budget covering the next fiscal year.
2. A public hearing on the proposed budget shall be held before its final adoption at such time and place as the City Council shall direct.
3. The budget shall be adopted no later than the third Monday in May of each year.
4. The budget is adopted by department on an activity basis in the General Fund and in total in the special revenue funds. Subsequent amendments thereto shall be submitted from time to time by the city administrator for the consideration of the City Council.

The budgetary comparison schedule for the General Fund is presented on the same basis of accounting used in preparing the adopted budget.

Noncompliance with Legal or Contractual Provisions

The City adopted amended budgets for the Major Streets and Local Streets funds with deficit fund balances at year end. Per Public Act 2 of 1968, the City is prohibited from adopting a budget that causes total expenditures to exceed total revenue, including an available fund balance from the previous year. The City did not incur any actual deficits requiring deficit elimination plans under state law.

Excess of Expenditures Over Appropriations in Budgeted Funds

During the year, the City incurred expenditures that were in excess of the amounts budgeted, as follows:

Table with 4 columns: Description, Budget, Actual, and Variance. Rows include General Fund - General government - Government service, General Fund - Public works, and Local Streets Fund - Current services - Public works.

The budget overruns relate to unanticipated expenditures for which the budgets were not subsequently adjusted.

Pension Information

Changes in Assumptions

December 31, 2015 - The beginning of year total pension liability was based on a single discount rate of 8.25 percent, and the end of year total pension liability was based on a single discount rate of 8.0 percent.

December 31, 2019 - The beginning of year total pension liability was based on a single discount rate of 8.0 percent, and the end of year total pension liability was based on a single discount rate of 7.6 percent.

City of Lathrup Village, Michigan

Notes to Required Supplementary Information

June 30, 2023

December 31, 2020 - The beginning of year total pension liability was based on the RP-2014 mortality tables, and the end of year total pension liability was based on the Pub-2010 mortality tables.

December 31, 2021 - The beginning of year total pension liability was based on a single discount rate of 7.6 percent, and the end of year total pension liability was based on a single discount rate of 7.25 percent.

OPEB Information

Changes in Assumptions

June 30, 2019 - The beginning of year total OPEB liability was based on a single discount rate of 3.45 percent, and the end of year total OPEB liability was based on a single discount rate of 3.36 percent.

June 30, 2020 - The beginning of year total OPEB liability was based on a single discount rate of 3.36 percent, and the end of year total OPEB liability was based on a single discount rate of 2.66 percent.

June 30, 2021 - The beginning of year total OPEB liability was based on a single discount rate of 2.66 percent, health care cost trend rates of 8.0 percent for pre-65 and 6.25 percent for post-65, and the MP-2019 mortality improvement scale. The end of year total OPEB liability was based on a single discount rate of 2.65 percent, health care cost trend rates of 7.5 percent for pre-65 and 5.75 percent for post-65, and the MP-2020 mortality improvement scale. Additionally, during the June 30, 2021 measurement year, the OPEB Trust Fund was established with an assumed long-term rate of return of 7.35 percent.

June 30, 2022 - The beginning of year total OPEB liability was based on a single discount rate of 2.65 percent, rate of return of 7.35 percent, and the MP-2020 mortality improvement scale. The end of year total OPEB liability was based on a single discount rate of 4.91 percent, investment rate of return of 7 percent, and the MP-2021 mortality improvement scale. Additionally, per capita costs were updated to reflect experience since the previous valuation.

June 30, 2023 - The beginning of year total OPEB liability was based on a single discount rate of 4.91 percent. The end of the year total OPEB liability was based on a single discount rate of 5.81 percent.

December 6, 2023

To the Mayor, City Council, and Management
City of Lathrup Village, Michigan

We have audited the financial statements of the City of Lathrup Village, Michigan ("the City") as of and for the year ended June 30, 2023 and have issued our report thereon dated December 6, 2023. Professional standards require that we provide you with the following information related to our audit, which is divided into the following sections:

Section I - Internal Control Related Matters Identified in an Audit

Section II - Required Communications with Those Charged with Governance

Section III - Other Recommendations and Related Information

Sections I and II includes information that we are required to communicate to those individuals charged with governance of the City. Section I communicates deficiencies we observed in the City's internal control that we believe are material weaknesses. Section II communicates significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process.

Section III presents recommendations related to internal control, procedures, and other matters noted during our current year audit, as well as updated legislative and informational items that we think will be of interest to you. These comments are offered in the interest of helping the City in its efforts toward continuous improvement, not just in the areas of internal control and accounting procedures, but also in operational or administrative efficiency and effectiveness.

We would like to take this opportunity to thank the City's staff for the cooperation and courtesy extended to us during our audit. Their assistance and professionalism are invaluable.

This report is intended solely for the use of the mayor, City Council, and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the following communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC

Alisha M Watkins
Alisha Watkins, CPA
Partner

Ashley Frase
Ashley Frase, CPA
Senior Manager

Section I - Internal Control Related Matters Identified in an Audit

In planning and performing our audit of the financial statements of the City as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses, and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis.

A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

We consider the following deficiencies in the City's internal control to be material weaknesses:

- **Bank Reconciliations and Segregation of Duties** - A strong part of the City's internal controls in place is the monthly bank reconciliation process. During our audit procedures, we identified that bank reconciliations were not reconciled timely. Without the timely preparation and review of bank reconciliations, there is a risk that misappropriation of assets or financial reporting errors could occur and not be identified and corrected on a timely basis. We recommend that the City reconcile the bank statements to the general ledger monthly within 30 to 45 days after month end.

It was also noted that new vendors can be added by the same individuals who collect cash and are involved in bank reconciliation process. Although the City has tried to put mitigating controls in place, such as an independent review of new vendors added to the system, this is not always done timely, and staff turnover has placed further constraints on the City's ability to effectively segregate incompatible duties and maintain effective mitigating controls.

In addition, the same individual with full administrative and user rights within the general ledger also serves as the network administrator, which creates a risk for the misappropriation of assets or improper adjustments to the financial records to occur.

The lack of effective segregation of duties, coupled with the lack of controls to prevent or detect such errors, significantly heightens the risk of potential misappropriation of assets and/or inaccurate financial reporting to occur and go undetected.

- **Other Postemployment Benefits (OPEB) Trust Fund Reconciliations** - The City did not reconcile the OPEB Trust Fund to the general ledger timely for the year ended June 30, 2023 resulting in an audit adjustment proposed by Plante & Moran, PLLC and recorded by management. Without the timely reconciliation of these quarterly statements to the general ledger, there is a risk that misappropriation of assets or financial reporting errors could occur and not be identified and corrected on a timely basis. We recommend that the City reconcile the OPEB Trust Fund investment statements to the general ledger on a quarterly basis within 30 to 45 days after quarter end.

**Section I - Internal Control Related Matters Identified in an Audit
(Continued)**

- **Pooled Cash, including Unspent Bond Proceeds, and Interfund Transactions** - During the audit, we identified a deficiency in the controls and processes over the tracking and reporting of bond proceeds activity during the year. While the City accounted for the expenditures in the general ledger subsequent to year end, these expenditures were included in pooled cash spending for each fund throughout the year and were not reconciled or adjusted within the preliminary accounting records as of June 30, 2023. Subsequent to year end, management prepared a reconciliation of the details surrounding the spending and tracking of these dollars within each fund, which resulted in significant interfund adjustments as of June 30, 2023 to ensure this activity was properly recorded, including within the correct funds. We recommend that the City have a process in place for reconciling pooled cash and bond proceeds spending within each fund as it occurs throughout the year, or at least on a more regular basis. Without adequate procedures and controls in place over these periodic reconciliations, there is an increased risk of inaccurate financing reporting and timely tracking of these cash flows.

- **Fund Balance and Net Position Balances** - As part of the audit, we identified that fund balance and net position balances as of the beginning of the 2023 fiscal year (July 1, 2022) did not agree to the ending fund balance and net position amounts in the June 30, 2022 audited financial statements for the General and Water and Sewer funds. We recommend that the City revisit its processes in place for ensuring that the City's general ledger balances agree with the audited financial statements. Without effective procedures and controls in place to ensure beginning amounts agree to prior audited financial statements, there is a risk of inaccurate financial reporting.

- **Accounting for Significant New Transactions** - During the audit, Plante & Moran, PLLC identified adjusting journal entries to account for transactions that, while not common accounting transactions for the City, are significant to the City's financial statements. These adjustments included the following:
 - Grant revenue that has been spent and earned (ARPA for approximately \$154,000 and a state grant of approximately \$100,000), which was corrected by management
 - Two county-shared capital projects for which the City has associated debt based on the agreement, totaling approximately \$1.1 million through June 30, 2023, which were corrected by management
 - Capital project costs that were paid for by the DDA but capitalized by the City, but not recorded as a capital contribution to the City in the accounting records, totaling approximately \$366,000, which is listed as an uncorrected misstatement in Section II of this letter

The accounting for significant new transactions is not always straight-forward; however, we recommend that the City implement procedures and controls to ensure that the accounting for new transactions is considered throughout the year when transactions occur to mitigate the risk of inaccurate financial reporting, including ensuring that the activity is reported in the proper fiscal year and within the correct funds.

- **Receivables and Payables Reconciliation to General Ledger** - During the audit, Plante & Moran, PLLC identified and management recorded adjusting journal entries to account for differences between the City's detailed listing of receivables and payables from the general ledger. This included an adjustment to the water and sewer unbilled receivable of approximately \$25,000 as well as the customer billed receivables of approximately \$64,000. Additionally, there was an adjustment of approximately \$273,000 to record Major Streets and Local Streets fund expenditures that had been incurred prior to June 30, 2023. Without adequate procedures and controls in place to ensure that the general ledger agrees to detailed listings and calculations of receivables and payables, there is a risk of inaccurate financial reporting.

Section II - Required Communications with Those Charged with Governance

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 9, 2023, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the City. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We have noted the following instance of noncompliance with laws and regulations during the course of our audit. The City adopted an original and amended budget for the Major Streets and Local Streets funds with a deficit fund balance at year end. Per Public Act 2 of 1968, the board is prohibited from adopting a budget that causes total expenditures to exceed total revenue, including an available fund balance from the previous year. The City did not incur any actual deficits requiring deficit elimination plans under state law.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on August 14, 2023.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2023.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were the estimated annual required contribution, the net pension liability, the net other postemployment benefits liability, and the lease receivable. Management’s estimate of the annual required contribution, net pension liability, and net other postemployment benefits liability are based on actuarial methods and assumptions provided through actuarial valuations. Management’s estimate of the lease receivable is based on lease agreements in place and assumptions regarding future extension options. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

**Section II - Required Communications with Those Charged with Governance
(Continued)**

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The following material misstatements detected as a result of audit procedures were corrected by management as described in Section I of this letter: accrual of expenses incurred but not yet paid into accounts payable, corrections to beginning fund balance, recording of county-shared construction projects and related debt in the Water and Sewer Fund, correction of interfund balances for negative pooled cash as well as unspent bond proceeds, and recording of OPEB Trust Fund activity.

There were also uncorrected misstatements of the financial statements related to a decrease in customer receivables and revenue in the Water and Sewer Fund of \$15,593 and an increase in capital contribution revenue and capital expense of \$366,204 for governmental activities. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. However, uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future period financial statements to be materially misstated.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the City, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 6, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Section III - Other Recommendations and Related Information

During our audit, we noted areas where we believe there are opportunities for the City to further strengthen internal control or to increase operating efficiencies. Our observations on those areas are presented for your consideration below, including an update on recommendations presented for your consideration in the prior year:

Update on Prior Year Matters

Water Loss

For several years, as part of the audit, we reported that the City continued to have significant water loss. During our analysis of the City’s Water and Sewer fund for the year ended June 30, 2023, water loss was approximately 5.5 percent, a significant decrease from approximately 35 percent for the year ended June 30, 2022. We commend the City on its continued diligence and focus on this matter to identify and resolve the issue that had caused the substantial water loss in the past.

We encourage the City to continue its regular monitoring of water loss to ensure any spikes that may occur can be identified and rectified timely going forward.

Compensated Absences

During the year ended June 30, 2023, the City implemented an automated tracking system for compensated absences through the payroll system in response to the recommendation from the audit for the year ended June 30, 2022. We commend the City for implementing this change to mitigate the risk associated with the prior manual tracking system.

Credit Card Documentation

As part of the audit for the year ended June 30, 2022, we had various recommendations surrounding credit card documentation. For the year ended June 30, 2023 audit, we again selected a sample of credit card transactions and related monthly reconciliations for review. We observed that while the items tested had a form attached to the receipts and credit card statements with the intent to describe the nature of the expense or the business purpose, there were instances when this documentation was vague. We also noted a number of instances of travel for conferences or other trainings that did not have clear documentation regarding the business purpose. Overall, we observed that the City has a process in place over credit card expenditures, including the collection of receipts to support the amounts spent monthly, review/sign-off of the credit card bill by the users, and an additional form attached during fiscal year 2023 to describe the nature of the expense and business purpose, which is a step in the right direction. However, as the additional documentation was lacking in some cases, it did not meet the spirit of documenting the nature of the expense and business purpose consistently. We recommend additional criteria be added to the form to document the nature of the expense and business purpose, including time frame or event the item relates to, to further enhance documentation and procedures in this area.

While performing these procedures, we observed a significant amount of activity related to conference and travel reimbursement; however, there does not appear to be a policy in place that outlines guidance for this activity, which is an area the City may consider further assessing and documenting with clear guidance.

Online Banking Policy

During our review of online banking procedures and controls, we noted that the City currently does not have an online banking policy in place. In order to further strengthen the City’s procedures and controls, we recommend that the City consider adopting an online banking policy.

**Section III - Other Recommendations and Related Information
(Continued)**

Current Year Matters

Retiree Personnel Files

During our audit testing of personnel data used in the pension and OPEB calculations, we identified that the data for city retirees who participate in the city’s pension and OPEB plans was not supported by personnel file data. While we understand the efficiencies in a transition to electronic personnel and other data, we recommend that the City implement procedures and controls to ensure the accurate updating of these electric records for which these valuations rely on.

Budget Monitoring and Noncompliance with Legal or Contractual Provisions

The City adopted amended budgets for the Major Streets and Local Streets funds with deficit fund balances at year end. Per Public Act 2 of 1968, the City is prohibited from adopting a budget that causes total expenditures to exceed total revenue, including an available fund balance from the previous year. In other words, while the City plan to apply prior fund balance reserves to budget overruns through a council-approved amendment, such amendments cannot result in overall negative fund balance (i.e., deficit). The City did not incur any actual deficits requiring deficit elimination plans under state law; however, we recommend that the City’s review and monitoring of the budget throughout the year include beginning fund balance considerations as well as actual expenditures to ensure budget amendments are made and approved by City Council in accordance with Public Act 2 of 1968.

Interfund Balances and Transactions

In addition to the pooled cash interfund deficiency included in Section I of this letter, we noted that the City has significant interfund due to/from balances at June 30, 2023. While some of these balances relate to expenditures as described in Section I of this letter, we noted that there are other balances that have remained for more than one year as well as the Street Improvement Bond Fund balance due from the General Fund in the full amount of the fund’s property tax levy collection for fiscal year 2023. We recommend that the City perform a periodic review of interfund balance to ensure that all funds’ transactions and cash balances are properly reflected in the general ledger and that these amounts are settled regularly to ensure cash and other activity are reflected in the proper fund timely.

Legislative and Informational Items

COVID-19 Resource Center and ARPA

Throughout the COVID-19 pandemic, Plante & Moran, PLLC’s COVID-19 task force of leaders across the firm has monitored, addressed, and provided insight related to the virus and the unique challenges our local governments have faced while continuing to provide essential services to their communities through our ARPA and COVID-19 resource center for governments. Following is a link to various ARPA-related articles that we believe will be of interest to you: <https://www.plantemoran.com/explore-our-thinking/search?skip=10&keyword=arpa&type=all&professional=all&practice=all&industry=85a5df97-9c41-4000-86d3-db25835731a6&areaOfFocus=all&daterange=all&sortBy=DateDesc>.

In March 2021, the president signed the American Rescue Plan Act (ARPA) into law, which included federal stimulus funding for state and local governments of all sizes. The largest of all funding streams, the Coronavirus State and Local Fiscal Recovery Funds (SLFRF), represents a \$350 billion top-line allocation for state and local governments. Funding was provided in two tranches beginning in May 2021, with the second tranche not being released until 12 months after the first payment. Effective April 1, 2022, the U.S. Department of the Treasury published the final rule for determining the types of programs and services that are eligible uses of the SLFRF funding. Overall information about the program, including a frequently asked questions document and an overview of the final rule, is available on the U.S. Department of the Treasury’s website at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments>.

**Section III - Other Recommendations and Related Information
(Continued)**

The ARPA award terms provide that payments from the Fiscal Recovery Funds as a general matter will be subject to the provision of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the “Uniform Guidance”), including the cost principles and restrictions on general provisions for selected items of cost. The City will need to understand these reforms and may be required to evaluate, document, and monitor internal procedures around compliance, including maintaining certain required policies.

Plante & Moran, PLLC’s COVID-19 resource center is being continuously updated for the latest guidance and strategy related to SLFRF and will help keep the City running smoothly through our nation’s recovery.

Want to receive relevant content directly to your email? Subscribe at <https://www.plantemoran.com/subscribe> where you can customize your subscription preferences based on your specific interests and industry selection.

Michigan’s COVID-19 Updates and Related Grant Programs

The Michigan Department of Treasury has developed a webpage with numbered letters, memorandums, webinars, and resources regarding COVID-19 updates and related grant programs: https://www.michigan.gov/treasury/0,4679,7-121-1751_98769---,00.html.

Coronavirus State and Local Fiscal Recovery Funds Alternative Compliance Examination

In April 2022, the Office of Management and Budget amended its compliance rules to allow for a simplified single audit process for municipalities that would not be required to undergo a single audit if it were not for the expenditures of SLFRF. This alternative applies to fiscal year audits beginning after June 30, 2020. SLFRF recipients that expend \$750,000 or more during their fiscal years and meet the following two criteria have the option for their auditor to follow the alternative compliance examination engagement guidance:

1. The recipient's total SLFRF award received directly from the U.S. Department of the Treasury or received as a nonentitlement unit is \$10 million or less.
2. Other federal award funds expended by the recipient (excluding SLFRF award funds) are less than \$750,000 during its fiscal year.

We are happy to assist in evaluating the application of the changes and answer any questions about how the changes impact the City.

Auditor Reporting Standards

The AICPA Auditing Standards Board (ASB) issued several new standards that were recently effective, which significantly changed the independent auditor’s report (Statement on Auditing Standards No. 134) and made some changes to certain required audit procedures (Statement on Auditing Standards No. 137). The standards were both first effective for your fiscal year ended June 30, 2022.

Statement on Auditing Standards No. 137 addresses auditors’ responsibilities relating to other information included in annual reports. This new standard may increase the scope of audit procedures and may result in some audit work being performed outside of the normal timing. To the extent that the City issues a document meeting the AICPA’s definition of an annual report under the standard, additional audit procedures will need to be performed on that separate document before it is issued. It is important that the City continue to communicate to us regarding any new documents meeting the AICPA’s definition of an annual report under the standard beyond the recent implementation date. We are happy to discuss these changes with you.

**Section III - Other Recommendations and Related Information
(Continued)**

Monitoring Lease Activity

GASB Statement No. 87, *Leases*, was effective in fiscal year 2022. Although significant analyses were performed to determine the applicability of the new standard and record any necessary adjustments, we want to stress the importance of implementing ongoing monitoring procedures over lease activity. When the City enters into new leases, existing leases are modified, or other facts and circumstances change, consideration must be given to the impact those changes will have on lease accounting. In order to do so, the City must ensure there is a process in place to identify and appropriately account for new leases or changes to existing leases on an ongoing basis or at least at the end of each year.

Expansion of Police and Fire Special Assessment

Effective March 28, 2023, Public Act 228 of 2022 (an amendment to Act 33, Public Acts of Michigan, 1951, as amended) expands special assessment authority for police services, fire services, or both to cities with a population of 15,500 or more. Cities with a population of 15,500 or more must seek voter approval to exercise these special assessment powers. The act continues to allow all townships and villages and those cities with a population of less than 15,500 to establish the special assessment district pursuant to certain procedures and public hearing on the governing body's own initiative, pursuant to a petition process by property owners, or by an election.

Cybersecurity and Information Technology Controls

Cyberattacks are on the rise across the globe, and the cost of these attacks is ever increasing. Because of these attacks, municipalities stand to lose their reputation, the ability to operate efficiently, and proprietary information or assets. Communities potentially can also be subject to financial and legal liabilities. Managing this issue is especially challenging because even a municipality with a highly mature cybersecurity risk management program still has a residual risk that a material cybersecurity breach could occur and not be detected in a timely manner. We understand that the technology department continues to monitor and evaluate this risk, which are critical best practices. Additionally, periodic assessments of the system in order to verify that the control environment is working as intended are key parts of measuring associated business risk. We encourage administration and those charged with governance to work with the technology team on this very important topic. If we can be of assistance in the process, we would be happy to do so.

Updated Uniform Chart of Accounts (UCA)

In January 2023, the Michigan Department of Treasury revised the UCA, which is available at this link: <https://lnks.gd//eyJhbGciOiJIUzI1NiJ9.eyJlbWFpbCI6ImFzaGxleS5mcmFzZUBwbGFudGVtb3Jhbi5jb20iLlCjIdWxsZXRpbI9saW5rX2lkIjoiaWAwIiwic3Vic2NyaWJlci9pZCI6Imh0dHBzOi8vd3d3Lm1pY2hpZ2FuLmdvdi90cmVhc3VyeS8tL2lZGhL1Byb2pY3QvV2Vic2l0ZXMvdHJlYXN1cnkvQkxHU1MtQ0VGRC1GT0xERVlvQnVsbGV0aW5zLU1hbnVhbHMtYW5kLUZvcmlzL1VDQS1KYW51YXJ5J5LTlWmMucGRmlwiYnVsbGV0aW5faWQiOiOilyMDIzMDZyMS43MDcyNTE2MSJ9.WD-azxs7cH09Pnp5lpwL93HQVebb6FdqcevCmnGlaV4>.

The State has indicated that past editions of the UCA should be discarded. Prior to the January 2023 revised UCA, the State issued a memo that sets an implementation date for fiscal years ending on October 31, 2022 and thereafter. This final UCA follows various exposure drafts and revisions in order to comply with changing GASB standards and statutory changes and reformats the document to make it more user-friendly. The Treasury will provide alerts for any guidance and resources, and local units can sign up for alerts at this link: https://public.govdelivery.com/accounts/MITREAS/subscriber/new?qsp=MITREAS_1.

Inflation Rate Multiplier for 2023

In January 2023, the Michigan State Tax Commission issued Bulletin 17 of 2022 regarding the inflation rate multiplier for use in the 2023 capped value formula and the Headlee millage reduction fraction formula. The inflation rate for property taxes as defined in Michigan Compiled Law (MCL) 211.34d has increased beyond the historical 5 percent cap to 7.9 percent for 2023. As a result, the inflation rate multiplier of 1.079 must be used in the calculation of the 2023 Headlee millage reduction fraction required by Michigan Compiled Law (MCL) 211.34d. As the inflation rate multiplier of 1.079 is higher than 1.05, the inflation rate multiplier to be used in the 2023 capped value formula is 1.05.

**Section III - Other Recommendations and Related Information
(Continued)**

Rules Governing Management of Federal Programs

The Office of Management and Budget (OMB) issued significant reforms to the compliance requirements that must be followed by nonfederal entities receiving federal funding related to awards on or after December 26, 2014. While these revisions were not too recent, the revisions were the most significant change to occur to federal grants management in recent history. While many communities have historically been below the \$750,000 single audit threshold, recent legislation provides for an increase in federal spending, and, therefore, more communities may be subject to an audit requirement; the City will need to understand these reforms and may be required to make changes to internal procedures, processes, and controls.

- **Cost Principles** - There were certain changes made to allowable costs and significant changes in the area of time and effort reporting and indirect costs.
- **Administrative Requirements** - Nonfederal entities receiving federal funding must adhere to revised rules related to administering federal awards. Most notably, the requirements may impact the City's procurement systems, including maintaining written conflict of interest policies and disclosures.

The City will need to ensure that consideration of the implementation of these regulations has occurred; if it has not, the City needs to work quickly to put the requirements into practice. Plante & Moran, PLLC has many experts in this area and welcomes any questions or needs you may have.

Federal Procurement Threshold Changes

The Office of Management and Budget has issued significant reforms to the compliance requirements that must be followed by nonfederal entities. The Office of Management and Budget recently issued Memorandum M-18-18, which provides guidance on changes to micropurchases and simplified acquisition threshold requirements. The key changes are as follows:

- Threshold for micropurchases is increased to \$10,000.
- Threshold for simplified acquisitions (small purchase procedures limit) increased to \$250,000.

Key adoption considerations for micropurchase and simplified acquisition thresholds include the following:

- During the original adoption of the Uniform Guidance procurement standards, were specific amounts included within the City's procurement policy, or were references to the Uniform Guidance sections or amounts as adjusted referenced? If specific amounts were referenced, the procurement policy will need to be updated to take advantage of the changes.
- If the City's procurement policy was written to allow for changes in amounts, the procedures will need to be updated to conform.
- If this change is inconsistent with other procurement policies within the organization, the City must decide how the policy will be enacted. Remember local ordinances in place may limit full utilization of changes.
- If the City has chosen not to fully adopt the change and maintain a lower threshold, then the City is not required to use these thresholds but cannot exceed them.

**Section III - Other Recommendations and Related Information
(Continued)**

Other New Legislation

ARPA and SLFRF for Affordable Housing Production and Preservation

In July 2022, the U.S. Department of the Treasury announced new guidance to increase the ability of state, local, and tribal governments to use SLFRF funds to boost the supply of affordable housing in their communities. The new eligible uses for housing expenditures include projects that would be eligible for funding under an expanded list of federal housing programs and projects for the development, repair, or operation of affordable rental housing with certain income and affordability requirements. The SLFRF final rule FAQ document reflects this new guidance related to eligible housing expenditures: <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>.

Upcoming Accounting Standards Requiring Preparation

We actively monitor new Governmental Accounting Standards Board (GASB) standards and due process documents and provide periodic updates to help you understand how the latest financial reporting developments will impact the City. In addition to the summaries below and to stay up to date, Plante & Moran, PLLC issues a biannual GASB accounting standard update. The most recent spring 2022 update and a link to previous fall and spring updates are available [here](#).

GASB Statement No. 100 - Accounting Changes and Error Corrections

This new accounting pronouncement will be effective for fiscal years ending June 30, 2024 and after. This statement enhances the accounting and financial reporting requirements for accounting changes and error corrections.

GASB Statement No. 101 - Compensated Absences

This new accounting pronouncement will be effective for fiscal years ending December 31, 2024 and after. This statement updates the recognition and measurement guidance for compensated absences under a unified model, requiring that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means. This statement also establishes guidance for measuring a liability for leave that has not been used and updates disclosure requirements for compensated absences.

Significant GASB Proposals Worth Watching

The GASB is working on two comprehensive projects that result in changes to financial reporting for state and local governments.

The Financial Reporting Model exposure draft was issued in June 2020, and the final statement is expected to be released in mid 2024. This standard proposes changes to many aspects of the City's financial statements, including the management's discussion and analysis (MD&A), proprietary fund financial statements, and budgetary comparisons. In August 2023, the GASB removed issues related to reporting of governmental funds from the scope of this project.

The Revenue and Expense Recognition project aims to develop a comprehensive accounting and financial reporting model for transactions that result in revenue and expenses. The GASB has issued a preliminary views document that proposes a new categorization framework that replaces the exchange/nonexchange transaction notion with a four-step categorization process for classifying a transaction. In addition to this new framework, the proposal also addresses recognition and measurement of revenue and expense transactions. The exposure draft for this project is expected sometime in 2025.

Plante & Moran, PLLC has spent significant time digesting these new proposed standards and recently testified to the GASB about our feedback. We strongly encourage the City to monitor developments with these standards, as the potential impacts are quite broad.



Beautification Committee Minutes

Monday, November 13, 2023 at 1:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order 1:02 p.m.

Attendees: Pam Shermeyer, Reed Boskey

Absent: Shawanna Watts, Kelly Garrett

Staff: Brittany Dorsey, Susie Stec

2. Old Business

None

3. New Business

A. New Committee Member Introduction

Introduced new committee member Reed Boskey.

B. Workplan Development

Discussed updating the beautification workplan.

C. Seasonal Expectations

Committee discussed hanging basket and adding a trailing plant (i.e., potato vine) to add visual interest. Committee discussed porch and gazebo pots plant selection; want to consider annual and perennial flowers with staggered bloom-time. Suggested plants include Petunias and Begonias.

D. Hortulus Gardens/Volunteers

Update provided that Hortulus Gardens has been assisting with maintenance.

E. Confirm Next Meeting Date

Confirmed that the next meeting will be held on the 2nd Monday of the month at 1 pm.

F. Other Items

Committee began discussing tree species selection for the DTE Tree Planting Grant with an expected Spring planting. Once species are selected, revised quotes will be secured.

Planting party date has been moved from June 2024 to May 2024. The planting party will include weeding, watering, and flowerpot placement.

5. **Adjourned** 2:00 p.m.



Promotions Committee Minutes

Thursday, November 16, 2023 at 9:00 AM
27400 Southfield Road, Lathrup Village, Michigan 48076
Virtual Meeting

1. Call to Order 9:05 p.m.

Attendees: Pam Perkins, Mark Reitenga, Daniel Sugg

Absent: Kelly Garrett

Staff: Brittany Dorsey, Susie Stec

2. Old Business

A. Informational Meeting

The Informational Meeting was held on Nov. 1, 2023. The DDA Director presented the DDA goals, completed projects, and upcoming initiatives. There were approximately 2 dozen attendees.

B. The Event House

DDA Director shared that The Event House is open. Ribbon cutting was done in partnership with the Southfield Area Chamber of Commerce.

3. New Business

A. Tri – City Mixer

LVDDA has partnered with the City of Oak Park and Southfield, and will host a Tri-City Holiday Mixer at 14661 W. 11 Mile Rd. on Nov. 16, 2023. This is the final event of the year as part of the partnership with these communities.

B. 44 Burrito Ribbon Cutting

New restaurant, 44 Burrito, is planning a ribbon cutting on December 1st. More information to follow.

C. Shop Small Saturday Sweepstakes

Staff updated committee on the Oakland County Shop Small Sweepstakes and what LVDDA is doing to promote the contest and our businesses. The committee also discussed additional ways to promote the businesses for Shop Small Saturday. The DDA will post an ad with C&G News with approval from MSOC.

D. DDA eNewsletter

Committee confirmed DDA eNewsletter will go out on Monday's bi-weekly.

E. Social Media

Agreed to have a bigger social media presence as a committee by posting and sharing more content.

F. Other Items

None

4. Adjourn at 10 am



Downtown Development Authority Beautification

Monday, December 11, 2023 at 1:00 PM

In Person Meeting
City Hall Conference Room

1. Call to Order 1:10 p.m.

Attendees: Reed Boskey, Pam Shermeyer, Mark Watts, Shawanna Watts

Absent: Kelly Garrett

Staff: Brittany Dorsey, Susie Stec

2. New Business

A. Clearly Amazing Update

Staff received many complaints regarding the holiday decorations. Clearly Amazing was asked to make improvements, which they did. There was consensus that other vendors should be contacted next year.

B. Committee Member Homework Review

Committee continued discussing plant and tree species to consider for 2024 planting projects.

C. Workplan First Steps

Committee members agreed to finalize the workplan in the next meeting scheduled for January 8, 2024.

D. Flower Order

Discussed 2024 flower selection for flowerpots and monument plots. Agreed to confirm selections during February 12, 2024 meeting.

E. Tree Grant Update/Details

Committee discussed purchasing species for DTE Tree Planting grant. Suggested trees include Kentucky Coffee, Sycamore, Cucumber Magnolia, Eastern Red Seeder, Basswood, and Sassafras.

F. Photography/Videography

Discussed taking more photos and videos of Lathrup Village landscaping.

G. Confirm Next Meeting Date

Confirmed that the next meeting will be held on Monday, January 8, 2024.

H. Other Items

3. Old Business

None

4. Adjourned 2:30 p.m.



Promotions Committee Minutes

Thursday, December 21, 2023 at 9:00 AM
Virtual Meeting

1. **Call to Order** 9:10 a.m.

Attendees: Daniel Sugg, Mark Reitenga

Absent: Pamela Perkins, Susie Stec

Staff: Brittany Dorsey

2. **Old Business**

A. Shop Small Saturday Sweepstakes

Discussed getting more businesses involved next year for Shop Small Saturday.

3. **New Business**

B. 44 Burrito Ribbon Cutting

Ribbon cutting scheduled for January 5th at 4:30 PM.

C. DDA eNewsletter

Confirmed that the DDA eNewsletter is almost complete and is scheduled to be published January 2, 2024.

D. Other Items

None

4. **Adjourned** 9:30 a.m.



Beautification Committee Minutes

Monday, January 8, 2024 at 1:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

In Person Meeting

1. Call to Order 1:10 p.m.

Attendees: Reed Boskey, Pam Shermeyer Staff:

Brittany Dorsey, Susie Stec

Absent: Shawanna Watts, Mark Watts, Kelly Garrett

2. Old Business

A. Finalize Workplan

B. Added Sept-Oct fall planting, plant swap in May and October 2024, and Monarch Garden development in November 2024 to the workplan.

C. Flower Order Selections

Shermeyer presented a variety of flower options. Discussed having 3-4 different flowers in standing pots and 2-3 different flowers for hanging pots. Discussed fillers and flowers for beds near City Hall and monuments. Committee members agreed to finalize flower selections at February 12th meeting.

D. Tree Order Selections

Boskey shared a tree presentation. Committee to finalize tree and bush selections at February 12th meeting. Trees must be planted by August 1, 2024.

3. New Business

A. Beautification Budget

Committee to discuss budget at February 12th meeting.

B. Potential Contractors

RFPs for landscaper and maintenance services by end of February. Will explore options Bordine's, Eckert's Greenhouse, and English Gardens for flowers.

C. Confirm Next Meeting Date

Confirmed next meeting for Monday, February 12, 2024 at 1:00 PM.

D. Other Items

None

4. **Adjourned 3:00 PM**



Promotions Meeting Minutes

Thursday, January 18, 202 at 9:00 AM
Virtual Meeting

1. **Call to Order** 9:10 a.m.

Attendees: Daniel Sugg, Pamela Perkins, Mark Reitenga

Staff: Susie Stec, Brittany Dorsey

2. **Old Business**

A. 44 Burrito Ribbon Cutting

Discussed the success of the 44 Burrito January 5, 2024 grand opening.

B. Panera Bread Ribbon Cutting

Discussed the success of the Panera Bread January 12, 2024 ribbon cutting. [OBJ]

3. **New Business**

A. New City Administrator

Stec informed committee a new City Administrator started at the beginning of the month.

B. DDA eNewsletter

Committee members gave suggestions for the DDA eNewsletter such as including more photos.

C. DDA Website

DDA Director and Manager are scheduled to have a follow up meeting on January 26, 2024, with Munibit representative Ree to discuss finalizing DDA website. Committee members will have an opportunity to provide feedback next month.

D. Time Management Workshop

Stec provided an overview of the 2024 workshop partnership with Oak Park & Southfield, and the planned topics. Committee was asked for recommended Time Management speakers.

E. DDA Swag

Committee discussed needing to purchase new swag. Asked staff to determine a budget and provide a list of suggested items for the next meeting.

F. Southfield Road Construction

Committee was informed of the updated project schedule for the upcoming road work on Southfield Road

G. Other Items

None

4. **Adjourned** 10:00 a.m.

01/17/2024

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
18254 MEADOWOOD AVE	ROSS, ERIK	Work being completed without permits	followup	No Permits	Letter Sent

State Construction Code Section 125.1510

"Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines."

(5) The application for a building permit shall be filed with the enforcing agency and the application and any other writing prepared, owned, used, in the possession of, or retained by the enforcing agency in the performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246. An application shall not be removed from the custody of the enforcing agency after a building permit has been issued.

INSPECTOR COMMENTS: Inspector observed on 12-5-23 a.)Fence being put up without a permit b.)Shed put up without permit C.) A dumpster without a permit. Please contact Code Enforcement before additional fines, penalties and court fees assessed to this address.

18586 BUNGALOW DR	WEST, TASIA	Downspouts in the wrong direction or no extensions.	Re-Inspection	COMPLAINT -	Letter Sent
--------------------------	--------------------	--	----------------------	--------------------	--------------------

302.2 Grading and drainage

Premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

27375 BLOOMFIELD DR	THOMAS, VINCENT	complaint received and inspected trash cans in public way and empty amazon boxes in driveway and porch.	Re-Inspection	Curbside Violation	Complaint Recie
----------------------------	------------------------	--	----------------------	---------------------------	------------------------

54-32 Preparation of solid waste materials

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
(a)		Solid waste collection. Such solid waste collection items as the city of its solid waste collector agree to collect and dispose of are to be placed at the roadside on the day designated by the city for such pickup.			
(b)		Refuse collection. Refuse for collection shall be placed at the curb on a specified day per week for 52 weeks per year. Refuse must be placed in an eligible refuse service unit which is a 35-gallon maximum capacity watertight container of substantial construction with tight fitting lids and lifting handles or a refuse storage container means a 96 gallon wheeled container for the storage of refuse which is capable of being mechanically dumped into a refuse transporting unit. Refuse storage containers must be purchased from Tringali Sanitation or the current waste collection entity. No container and its contents can weigh over 60 pounds except 96 gallon wheeled containers. No single piece of refuse can be collected if it weighs over 60 pounds, except bulky waste items.			
(c)		Refuse outside nonresidential building. Whenever refuse storage containers are used, and in all instances where there is storage or accumulation of refuse on other than residential premises, all refuse stored or accumulated outside of a building shall be stored or accumulated only in the refuse storage containers or the strong metal containers, as the case may be, with covers in place at all times except when refuse is being deposited or removed.			
(d)		Residential bulky waste. Residential bulky waste is included as part of the weekly residential curbside refuse collection. Such waste shall not be more than four feet in length and such other limitations as defined by SOCRRA. Residential bulky waste shall be picked up on a weekly basis.			
(e)		Dual-stream recyclables. Dual-stream recyclables shall be collected and placed at the curb on a weekly basis, 52 weeks per year. No recyclable container shall weight more than 60 pounds. Dual-stream recyclables set out beside the container in addition to the container shall not exceed 60 pounds.			
(f)		Yard waste collection. Yard waste collection shall be placed at the curb on a weekly basis, but limited to 37 weeks per year from the first Monday in April through the third Friday in December. Yard waste shall be placed at the curb in a ten- to 35-gallon refuse can marked with a "yard waste" sticker or a 30 gallon paper yard waste bag weighing no more than 50 pounds. Brush (defined as being less than two inches in diameter and less than four feet long) bundled with twine may also be placed at the curb for collection.			
(g)		Bulky scrap metal collection. Bulky scrap metal collection shall be placed at the curb for collection on the usual day of pickup, during the week, 52 weeks per year. Bulky scrap metal waste shall not be mixed with any other refuse at any time.			
(h)		Placement at curb. All solid waste shall be stored inside a building or in an inconspicuous location on private property not exposed to public view until the collection date designated by the city for collection. After 4:00 p.m. of the day before collection, properly prepared solid waste may be placed at the curbside for pickup.			

(Code 1991, art. VIII, ch. 4, §§ 201—204; Ord. No. 385-06, pt. III, 1-22-2007; Ord. No. 448-18, § 1, 10-29-2018)

28275 WOODWORTH WAY STATON, RICKY L	Spoke with resident about non-authorized sign "Private Property No Through Traffic". He admitted to putting it up and stated he understood why were going to take it down. He stated the city could just throw it away.	Re-Inspection	COMPLAINT -	Spoke W/ Reside
--	--	----------------------	--------------------	------------------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
17310 LINCOLN DR	JACKSON, ELTON	Large amount of dead material in backyard needs to be removed. Rodent harborage and fire hazard.	Re-Inspection	COMPLAINT -	Letter Sent

14-154 Firewood storage.

- (a) Definitions. "Firewood" means and includes all wood, logs, twigs, branches, stumps, stakes, scrap wood, wooden shingles and similar materials kept or stored outside upon property within the city, which materials are capable of being burned in a fireplace or wood burning stove.
- (b) Storage. Any firewood stored or kept outside upon property within the city shall not be placed or stored within 12 inches of any adjoining property line. Storage shall be permitted only on a secure rack, base or other device that keeps the firewood eight inches above the ground to prevent the infestation of rodents and vermin.
- (c) Locations restricted. Any firewood stored or kept outside upon property within the city shall not be placed or kept in the front yard of a residential home.
- (d) Penalty. Any person who shall violate this section shall be deemed to have committed a civil infraction.
(Ord. No. 454-19 , § 1, 8-19-2019)

INSPECTOR COMMENTS: sdfg

82-70 Maintenance of property

- (a) Every property owner and other person in possessory control of a parcel of private property shall maintain such parcel and the adjoining right-of-way as follows:
- (1) There shall be a clear space upwards from the ground to eight feet above all public streets, alleys and sidewalks.
 - (2) No broken, dead, diseased, or decayed limbs, branches, or trees which are likely to fall upon any public street or public sidewalk shall be permitted to exist.
 - (3) No plant materials which interfere with or obscure the view of any traffic control device or street, alley, or sidewalk in such fashion as to constitute a hazard to the travelling public shall be permitted to exist.
- (b) All properties found to be in a condition violative of this section are declared to be public nuisances.
(Code 1991, art. V, ch. 7, § 111)

27347 SOUTHFIELD RD	FORTSON FAMILY PROF	Dumpster Needs 4 sides	Re-Inspection	Dumpster Enclosure	Letter Sent
---------------------	---------------------	------------------------	---------------	--------------------	-------------

18140 RAINBOW DR	KAUFFMAN, RAYMOND	Dumpster in Driveway with junk on driveway	Re-Inspection	Dumpster - No permit	Letter Sent
------------------	-------------------	--	---------------	----------------------	-------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
---------	---------------	-----------	-----------------	----------	--------

Dumpster/Portable Storage Container Permit

7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property within the city for more than 48 consecutive hours without a permit issued by the city administrator.

INSPECTOR COMMENTS: Permit Required

28880 SOUTHFIELD RD	LATHFIELD HOLDINGS	Wood over window complaint at Council will monitor for one week before writing notice	Re-Inspection	Property Maintenance	
----------------------------	---------------------------	--	----------------------	-----------------------------	--

28927 SOUTHFIELD RD	VINTAGE VILLAGE	14 Day Sign Permit has expired and needs to be renewed or Banner Sign come down	Ordinance	Sign Violation	Letter Sent
----------------------------	------------------------	--	------------------	-----------------------	--------------------

17591 E GLENWOOD BLVI BARRIOS, ROSALINDA		CAR AT SIDE OF HOUSE PARKED ON GRAVEL. INOPERABLE? JUNK & DEBRIS AT SIDE OF HOUSE (HOT WATER TANKS AND INTERIOR DOORS	Re-Inspection	Property Maintenance	Letter Sent
---	--	--	----------------------	-----------------------------	--------------------

18-188 Cleanliness of dwellings

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
---------	---------------	-----------	-----------------	----------	--------

Every dwelling and every part thereof shall be kept clean and shall also be kept free from the accumulation of dirt, filth, rubbish, garbage, or other matter in or on the same, or in the yards, connected therewith; The owner shall be responsible for complying with the provisions of this section except that the tenants shall be responsible for the cleanliness of those parts of the premises and yard that they occupy and control.
(Ord. No. 363-01, pt. I, 12-3-2001)

INSPECTOR COMMENTS: COMPLIANT TWO HOT WATER TANKS AND TWO DOORS AT SIDE OF HOUSE. ALL NEED TO BE REMOVED WITHIN 7 DAYS.

PARKING SURFACES

Parking areas shall be curbed, graded, and properly drained to remove surface water. Parking surfaces shall consist of asphalt, concrete, or another hard surface treatment approved by the City

INSPECTOR COMMENTS: CAR PARKED AT SIDE OF HOUSE ON UNAPPROVED SURFACE. CAR MUST BE MOVED WITHIN 7 DAYS.

5.6 INOPERABLE AND ABANDONED MOTOR VEHICLES

No person shall cause or permit any inoperable or abandoned motor vehicles to be parked or stored in the open on any public or private property within the city for more than 48 consecutive hours or 48 hours in any calendar week and all such vehicles shall otherwise be kept, stored, and parked within a garage or other permitted building. 1. An "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets. 2. The police department is empowered to cause all violating motor vehicles found on public property to be impounded and disposed of in accordance with the applicable statutes and ordinances and also those found on private property upon a lawful request from the owner or occupant and advance payment of the reasonable cost of such impoundment and disposal.

INSPECTOR COMMENTS: COMPLAINT VEHICLE HAS NOT MOVED IN MONTHS. ALL VEHICLES MUST BE LICENSED AND OPERABLE. OWNER MUST PROVE CAR IS PLATED AND OPERABLE WITHIN 7 DAYS OF RECEIVING NOTICE.

27041 SOUTHFIELD RD	SOLOMON'S ROCK, LLC	CITY ORDINANCE REQUIRES FOUR SIDES / GATE FOR DUMPSTER ENCLOSURE. UPON INSPECTION NO GATE. PLEASE COMPLY WITHIN 30 DAYS OR CALL BUILDING/CODE DEPARTMENT FOR MORE TIME IF NEEDED.	Re-Inspection	Dumpster Enclosure	Letter Sent
----------------------------	----------------------------	--	----------------------	---------------------------	--------------------

5.3 DUMPSTER ENCLOSURE

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
<p>C. Location. Dumpsters shall be permitted in the side or rear yard, provided that no dumpster shall extend closer to the front of the lot than any portion of the principal structure, and provided further that the dumpster shall not encroach on a required parking area, is clearly accessible to servicing vehicles, and is located at least ten (10) feet from any building. Dumpsters shall comply with the setback requirements for the district in which they are located. Dumpsters shall be located as far as practicable from any adjoining residential district.</p> <p>D. Concrete pad. Dumpsters shall be placed on a concrete pad. The concrete pad should extend a minimum of three feet in front of the dumpster enclosure.</p> <p>E. Screening. All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one (1) foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six (6) feet in height on three (3) sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three (3) sides so that no refuse bin projects outside of the open side.</p> <p>Screening materials shall consist of any of the following:</p> <ul style="list-style-type: none"> i. Masonry, consisting of those materials permitted under the building material standards contained in, "Zoning Ordinance," section 5.4 ii. Wood, provided the wood is cedar, redwood, or equivalent of at least five eighths-inch (1.5875 centimeters) thickness or other types of wood which have been pressure treated with preservatives. If cedar or redwood are used in the screening, it shall be protected from possible rot or decay by the application of a preservative. Wood that has been pressure treated need not be further protected from possible rot or decay; iii. Evergreen shrubbery consisting of permanent, living plant materials which shall be continuously maintained in a sound, healthy and vigorous growing condition, free of plant diseases and insect pests, and free of weeds, refuse and debris. The shrubbery shall be planted and maintained so as to create a continuous barrier. <p>F. Bollards. Bollards (concrete-filled metal posts) or similar protective devices shall be installed at the opening to prevent damage to the screening wall or fence.</p> <p>G. Site plan requirements. The location and method of screening of dumpsters shall be shown on all site plans</p> <p>H. Permit Requirements. No container shall be placed or permitted to remain on any lot unless there is in effect a special permit issued by the building official in conformity with the provisions of article 6.</p> <p>I. Nonconforming enclosures existing on April 8th, 2014. Enclosures which were constructed in accordance with the ordinances and other applicable laws in effect on the date of its construction, but which by reason of its size, height, location, design, or construction is not in conformance with the requirements of this chapter, may be lawfully continued until April 1, 2019.</p>					

INSPECTOR COMMENTS: CITY ORDINANCE REQUIRES FOUR SIDES / GATE FOR DUMPSTER ENCLOSURE. UPON INSPECTION NO GATE. PLEASE COMPLY WITHIN 30 DAYS OR CALL BUILDING/CODE DEPARTMENT FOR MORE TIME IF NEEDED.

18794 W GLENWOOD BLV JOHNSON, DARLENE PEI	LEAVES PUT OUT IN STREET FOR PICK-UP AFTER THE CUT OFF. OWNER STATED THEY WOULD WORK ON CLEAN-UP	Re-Inspection	Yard waste	Spoke W/ Resident
--	---	----------------------	-------------------	--------------------------

18805 W GLENWOOD BLV JACKSON, CRAIG	LEAVES IN ROW SPOKE WITH RESIDENT	Re-Inspection	Yard waste	Spoke W/ Resident
--	--	----------------------	-------------------	--------------------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
27325 BLOOMFIELD DR	KATHERINE A CALKIN	TREES PLANTED IN THE EASEMENT WITHOUT PRIOR PERMISSION FROM THE CITY.	Re-Inspection	Items in R. O. W.	VIOLATION
<p>Sec. 82-29. - Duty to remove nuisance trees.</p> <p>It shall be the duty of all owners and other persons in possession of real property whereon public nuisances, as established in this article, are kept or stored to remove such trees within ten days following notification that the nuisance exists.</p> <p>INSPECTOR COMMENTS:</p> <p>5.13.16 Site Standards</p> <p>5.15 LANDSCAPING REULATIONS</p> <p>Landscaping regulations are therefore imposed to set minimum standards for all properties in the city by this article and the other provisions of this ordinance. Property owners and occupants are encouraged to exceed these standards, to minimize paved and other quick runoff areas, and to maximize the areas devoted to attractively arranged and well maintained live plantings.</p> <p>INSPECTOR COMMENTS: TREES PLANTED ON THE EASEMENT NOT FOLLOWING THE CITY ORDINANCE. PLEASE CONTACT THE CITY ADMINISTRATOR OR CODE ENFORCEMENT FOR APPROVAL.</p>					
19019 SAN QUENTIN DR	TOLENTINO, CESARE	LEAVES PLACED IN STREET MUST BE REMOVED.	Re-Inspection	VIOLATION	Letter Sent
<p>30-41 Maintenance of ditches and culverts</p> <p>ARTICLE II. - STORMWATER MANAGEMENT</p> <p>It shall be the duty of every property owner to maintain all stormwater ditches and culverts constructed or installed in the area between his property line and the centerline of any street or alley abutting upon his property in a condition free of waste, dirt, plant growth, and other obstructions which block or obstruct the designed flow of stormwater in the ditch or culvert. All ditches and culverts which are so obstructed as to allow the unreasonable accumulation or impounding of stormwaters are declared to be public nuisances and are subject to the abatement and special assessment provisions as provided in this Code.</p> <p>(Ord. No. 409-10, pt. II, 10-18-2010)</p> <p>INSPECTOR COMMENTS: LEAVE PICK-UP ENDED 12-6-23. PLEASE REMOVE THE LEAVES FROM THE STREET AND CULVERT AREA AT YOUR PROPERTY.</p>					
28615 BLOOMFIELD DR	LISABETH, RICHARD	KNOCKED ON DOOR WITH COMPLAINT OF CAR PARKED ON THE GRASS	Re-Inspection	Vehicle Storage	Spoke W/ Resid

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
28821 SOUTHFIELD RD	SAMS ALTERATIONS	Temporary Sign Permit Expired.	Re-Inspection	Sign Violation	Letter Sent

Sec. 52-25 Additional Requirements for Sign Types that require a Permit

In compliance with the City of Lathrup Village Ordinances mandating the maintenance of properties, the above property was inspected by Code Enforcement Officer, Rob Harris, with the following violations: 14 Day Sign Permit has expired and needs to be renewed or Banner Sign come down. Your 14 Day Permit was pulled on 11-21-23 with the understanding it was going to take you a little time to put the banner up. You have exceeded the permit time.

Please correct the above cited problems and notify the City's Code Enforcement Department that the corrections have been made.

Should you have any questions please feel free to contact (248) 557-2600 Ext. 247

Thank you,

27877 RAINBOW CIR	MARSHALL, ALEX	LEAVES IN ROAD	Re-Inspection	COMPLAINT -	Letter Sent
--------------------------	-----------------------	-----------------------	----------------------	--------------------	--------------------

82-70 Maintenance of property

(a) Every property owner and other person in possessory control of a parcel of private property shall maintain such parcel and the adjoining right-of-way as follows:

- (1) There shall be a clear space upwards from the ground to eight feet above all public streets, alleys and sidewalks.
- (2) No broken, dead, diseased, or decayed limbs, branches, or trees which are likely to fall upon any public street or public sidewalk shall be permitted to exist.
- (3) No plant materials which interfere with or obscure the view of any traffic control device or street, alley, or sidewalk in such fashion as to constitute a hazard to the travelling public shall be permitted to exist.

(b) All properties found to be in a condition violative of this section are declared to be public nuisances.

(Code 1991, art. V, ch. 7, § 111)

INSPECTOR COMMENTS: COMPLAINT MADE OF LARGE AMOUNT OF LEAVES ON BOTH SIDES OF YOUR PROPERTY IN THE R.O.W. AND IN THE STREET. STREET LEAF ENDED ON 12-11-23 WITH TWO SWEEPS THROUGH EVERY STREET IN LATHRUP. LEAVES MUST BE REMOVED.

27751 SUNSET W BLVD	WATTS, MARK	White Van parked in Driveway multiple days without a plate.	Re-Inspection	Vehicle Storage	Letter Sent
----------------------------	--------------------	--	----------------------	------------------------	--------------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
---------	---------------	-----------	-----------------	----------	--------

Inoperable Vehicles- Sec 416 & Sec. 5.6

This notice is to inform you that the above-described property is in violation of the City of Lathrup Village Building Code and City of Lathrup Village Zoning Ordinance Sec. 416. Inoperable and abandoned motor vehicles. No person shall cause or permit any inoperable or abandoned motor vehicles to be parked or stored in the open on any public or private property within the city such vehicles shall otherwise be kept, stored, and parked within a garage. 5.6 Inoperable and Abandoned Motor Vehicles "inoperable motor vehicle" within the meaning of this provision shall include all motor vehicles which do not have an operable engine, or do not have all of their wheels attached, or do have one or more flat tires, or are not currently licensed so as to be lawfully operated on public streets, or are otherwise so out of repair that they cannot be lawfully operated on public streets.

INSPECTOR COMMENTS: White Van at property without a plate for over a week. All vehicles need to be licensed on private property. Please correct violation within 14 days or homeowner will be ticketed.

27600 LATHRUP BLVD	EMERSON, DANA JUANE	Spoke with resident in the process of selling van told her I would give her a couple weeks and to call if it would take more time.	Re-Inspection	Vehicle Storage	Spoke W/ Resident
---------------------------	----------------------------	---	----------------------	------------------------	--------------------------

26715 LATHRUP BLVD	BERNARD, DONALD K	Car parked on grass 1-3 & 1-4 repeat violation within a month	Re-Inspection	Parking on Grass	Letter Sent
---------------------------	--------------------------	--	----------------------	-------------------------	--------------------

PARKING SURFACES

Parking areas shall be curbed, graded, and properly drained to remove surface water. Parking surfaces shall consist of asphalt, concrete, or another hard surface treatment approved by the City

INSPECTOR COMMENTS: HAVE NOTICED A VEHICLE PARKED ON GRASS MULTIPLE TIMES IN THE PAST WEEK. PARKING ON GRASS IS PROHIBITED PER CITY OF LATHRUP ORDINANCE. PROPERTY OWNER AT 26715 LATHRUP VILLAGE WILL BE TICKETED IF THIS VIOLATION IS NOT CORRECTED.

27724 CALIFORNIA NE DR	RICHARDS, ANNE M	Notified that house was being used as a rental.	Re-Inspection	COMPLAINT -	Letter Sent
-------------------------------	-------------------------	--	----------------------	--------------------	--------------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
---------	---------------	-----------	-----------------	----------	--------

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) 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 18 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 eighteen 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 Marshall 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.
 - (c) Upon a finding of compliance with the provisions hereof and payment of the required fees a license shall be issued.
 - (d) 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.
- (Ord. No. 363-01, pt. I, 12-3-2001)

INSPECTOR COMMENTS: Property is currently being used as a rental and not registered by the City of Lathrup Village. Property needs to be registered and inspection scheduled within 14 days of receiving letter

28831 SOUTHFIELD RD	Gasso Group Company LLC	Complaint received that "Shoe" exterior sign is not backlight according to current code. Needs to be clear/white light.	Re-Inspection	VIOLATION	Letter Sent
----------------------------	--------------------------------	--	----------------------	------------------	--------------------

52-3 Illumination

- (1) Illuminating devices for signs shall comply with the City of Lathrup Village Electrical Code.
- (2) 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.
- (3) 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.
- (4) 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.
- (5) Backlit signs shall use only white light for illumination. Such signs shall spread their illumination a maximum of four inches beyond the sign elements.

INSPECTOR COMMENTS: Current Shoe Sign can only be backlight

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
26710 MEADOWBROOK W	DOTSON, CHARLES	the April 17, 2023 ZBA meeting (minutes attached), a homeowner applied for several variances, some of which were approved and some denied. Prior to this meeting, it was noticed that the homeowner had built (many years ago) an accessory structure that was 240 sq ft, when the ordinance only allows 160 sq ft. The structure also was not built on a concrete pad, as required.	Re-Inspection	Accessory Structure	Letter Sent

State Construction Code Section 125.1510

"Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines."

(5) The application for a building permit shall be filed with the enforcing agency and the application and any other writing prepared, owned, used, in the possession of, or retained by the enforcing agency in the performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246. An application shall not be removed from the custody of the enforcing agency after a building permit has been issued.

INSPECTOR COMMENTS: The April 17, 2023 ZBA meeting, homeowner applied for several variances, some of which were approved and some denied. Prior to this meeting, it was noticed that the homeowner had built (many years ago) an accessory structure that was 240 sq ft, when the ordinance only allows 160 sq ft. The structure also was not built on a concrete pad, as required. Meeting notes of board member state that footings or a concrete base was required for shed. To this date no permit has been pulled or communication that work was completed has been made with the Building Department or the Zoning Board of Appeals. Structure needs to become compliant or taken down within 30 days of notice.

19252 RAINBOW DR	SOUSANIS, JOHN	COMPLAINT POD IN DRIVEWAY FOR MULTIPLE DAYS. NO PERMIT	Re-Inspection	Trailer / PODS	Letter Sent
------------------	----------------	--	---------------	----------------	-------------

Dumpster/Portable Storage Container Permit

7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property within the city for more than 48 consecutive hours without a permit issued by the city administrator.

INSPECTOR COMMENTS: COMPLAINT POD IN DRIVEWAY FOR OVER 48 HOURS WITHOUT A PERMIT. PLEASE OBTAIN PERMIT OR REMOVE POD WITHIN 7 DAYS OF RECEIVING LETTER. ADDITIONAL FINES COULD BE ADDED TO PERMIT IN PERMIT IS NOT GAINED.

18411 W 12 MILE RD Ste 10	LOGO'S (Life of God Outr	Dumpster needs 4 sides only has 3	Re-Inspection	Dumpster Enclosure	Letter Sent
---------------------------	---------------------------	-----------------------------------	---------------	--------------------	-------------

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
<p>Lathrup Village Municipal Ordinance 5.3 WASTE AND RUBBISH (e) . Screening. All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one (1) foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six (6) feet in height on three (3) sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three (3) sides so that no refuse bin projects outside of the open side</p> <p>INSPECTOR COMMENTS: Complaint - Current Dumpster Enclosure only has three walls, missing the fourth wall. Will give 60 days to address code violation.</p>					
17436 REDWOOD AVE	BETHOON, SAAD	Car Blocking Sidewalk	Re-Inspection	COMPLAINT -	Spoke W/ Reside
17371 ROSELAND BLVD	LINDSEY, ANTHONY R	Blue Taurus parked on grass	Re-Inspection	Parking on Grass	Letter Sent
<p>4.1 OUTSIDE STORAGE AND PARKING</p> <p>Parking is permitted on paved areas only. No vehicles are allowed on any grass or landscaped surface.</p> <p>INSPECTOR COMMENTS: Blue Taurus Parked on grass in violation of above code.</p>					
28500 SOUTHFIELD RD ST K & Z INVESTMENT CO	Letter sent parking blocks need maintenance	Ordinance	COMPLAINT -	Complaint Recie	
<p>62-1 Maintenance of sidewalks, parking lots and driveways</p> <p>Every property owner and other person in possessory control of a sidewalk, parking lot, or driveway on private property which is a public place, as defined in this Code, shall exercise due care to maintain such sidewalk, parking lot, or driveway and the adjoining right-of-way in reasonable repair and in condition reasonably safe and fit for travel. Every such person who fails to do so shall be in violation of this section, and such premises not so maintained shall constitute a public nuisance.</p> <p>(Code 1991, art. V, ch. 7, § 110)</p> <p>INSPECTOR COMMENTS: Multiple unsecured parking blocks in need of repair. Received complaint of one blocking the sidewalk. Must be fixed within 30 days.</p>					
28505 SOUTHFIELD RD	HELP CENTER INVESTM NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent	

Commercial Enforcement List

Address	Business name	Violation	Inspection Type	Category	Status
28551 SOUTHFIELD RD 200	SKYWAY HOLDINGS, LL	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent
28455 SOUTHFIELD RD	28455 SOUTHFIELD ROAD	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent
28035 SOUTHFIELD RD	OLEKSY INVESTMENTS,	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent
28081 SOUTHFIELD RD	KUNZ, JAMES W	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent
28001 SOUTHFIELD RD	DR RAMI NAZARIAN	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	Letter Sent

01/17/2024

Commercial Enforcement List

Item 6A.

Address	Business name	Violation	Inspection Type	Category	Status
27465 SOUTHFIELD RD	27465 SOUTHFIELD ROAD	NOTICE DOCUMENTED AND SENT TO BUSINESS OWNER	Re-Inspection	Snow Removal Req'd	VIOLATION

Records: 36

Page: 14



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

MEMORANDUM

To: LVDDA Board of Directors
From: Susie Stec, CED/DDA Director
Date: January 18, 2024
RE: Department/Director Report

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

Upcoming DDA Events

- Time Management & Mastery Workshop, February 22nd, 8:30 am – 10:30 am
 * Tri-City Partnership

Past DDA Events

- Informational Meeting: November 1st, 12:30 – 1:30 pm
- Tri-City Holiday Party: November 16th, 4 – 7 pm (Dog & Pony Show Brewing, Oak Park)
- Ribbon Cutting: 44 Burrito, January 5, 2024
- Ribbon Cutting: Panera Bread, January 12, 2024

Commercial Business/Property Updates

- 28901 Southfield Rd (Papa's Pizza & BBQ) – New restaurant. Working through the building permitting process. Open date TBD.
- 27300 Southfield Road – Site plans will be reviewed at November Planning Commission meeting. More information was requested from the applicant. Revised plans submitted in January.
- 27601 Southfield Road (Surnow LV Center) – Obtained site plan approval by Planning Commission on Sept. 19th. No estimated construction start date yet.

Infrastructure

- Staff and consultants met with RCOC about the resurfacing of Southfield Road in 2024. Public meeting was held November 15th from 4 – 7 pm, LV Community Room. Anticipated project timeline is mid-April/early-May to July.

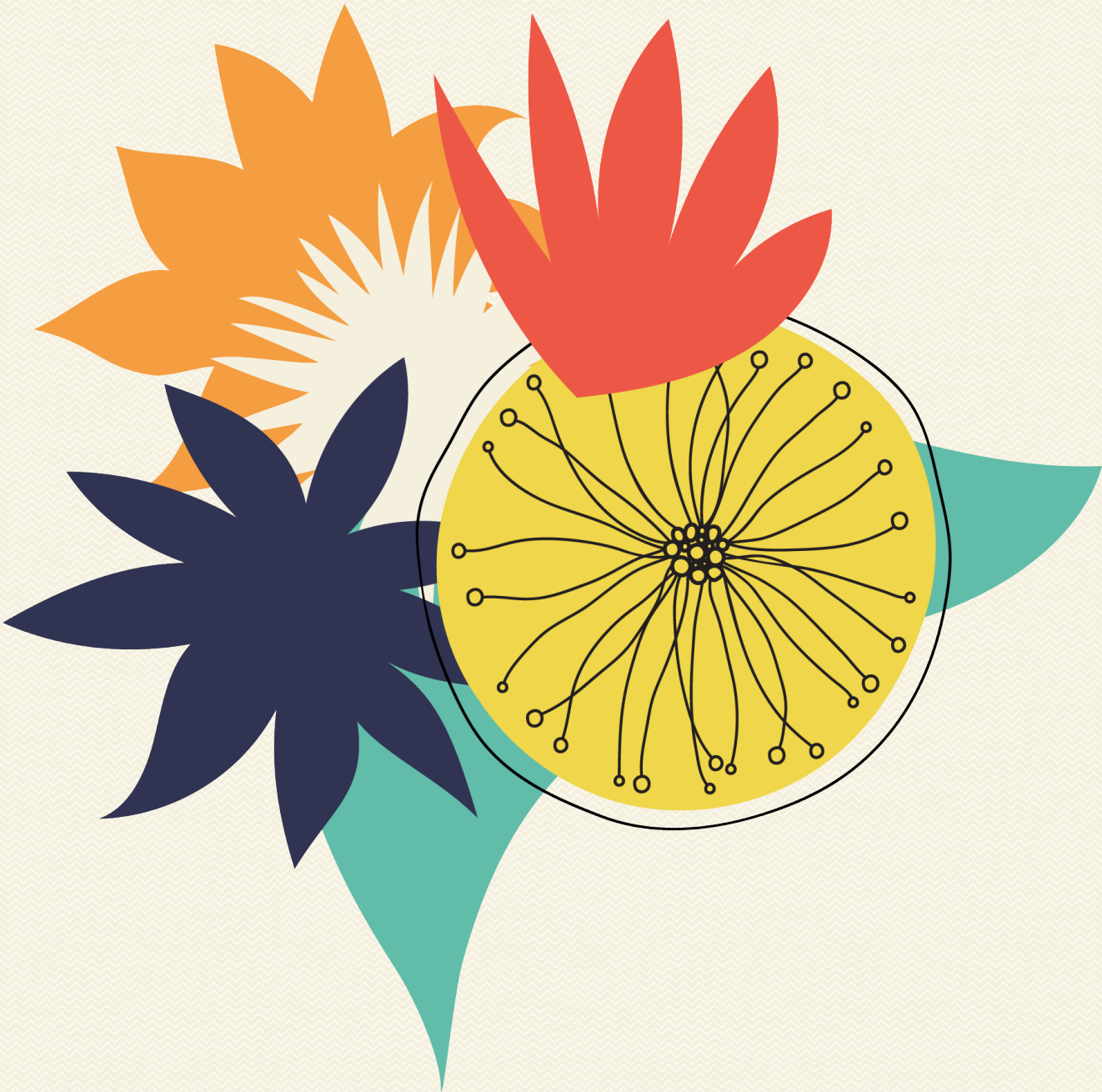


27400 Southfield Rd
 Lathrup Village, MI 48076
 (248) 557 - 2600
www.lathrupvillage.org

- Planning & engineering designing completed for 2024 alley and approach work. Project has been released for bids with proposals due February 8th.

Miscellaneous

- Staff is working to develop a standalone website. It will be linked to the city's website to ensure users can locate all information.
- Planning Commission is beginning to explore ways to mitigate parking challenges throughout the district. They have expressed an interest in working more closely with the DDA.
- DDA is continuing to collaborate with Oak Park, Southfield, and Southfield Area Chamber of Commerce, and MSOC (Tri-City Partnership) for free/low-cost business workshops. We will be looking for sponsors to defray costs. Planning is underway for 2024 workshops which are intended to include in-person and virtual learning opportunities, as well as networking opportunities.
- DTE Tree Grant has been reissued for planting work in the DDA district. The Beautification Task Force will work over the winter months to ensure the projects are completed in the spring. Revised quotes will be secured once tree species have been determined.
- MSOC was informed our RAP2.0 grant proposal was not selected for funding. MSOC has secured funding through the OC Board of Commissioners; however, there is still a funding gap to be addressed. A grant application for \$50K was submitted for the GM Match on Main; grant awards will be announced in early 2024. LVDDA staff will continue to explore additional funding streams for the Municipal Park Renovation, as well as refine the project scope as needed.



Lathrup Village

Downtown Development Authority

2023 Annual Report





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

In accordance with PA 57 of 2018, the Lathrup Village Downtown Development Authority (LVDDA) submits the following information to fulfill the reporting requirements of the aforementioned act.

History & Mission

The LVDDA was formed and established in 1998 and expanded in 1999. Its mission is to *undertake public improvements that have the greatest impact to strengthen the downtown area and attract new investments.* To serve this mission, the LVDDA is dedicated to combining public and private resources for the physical and economic development of properties located within the district borders. LVDDA is active in the Main Street Oakland County program and is at the Associate Level.

The Board of Directors is comprised of nine members consisting of the mayor and eight appointees who are confirmed by City Council for four-year terms. These members have a vested interest in the district as a property owner, business owner/interest, and/or resident. As of December 31, 2023, the Board of Directors is comprised of the following individuals:

Name	Office	Stake in District	Term Ends
Dr. Patricia Felton	Member	Business	2/1/2027
Bryan Ford	Vice Chair	Resident	2/1/2024
Kelly Garrett	Member	Mayor	n/a
Charlotte Jones	Member	Business	2/1/2026
Bobbi Lovins	Member	Business	2/1/2024
Scott McKee	Member	Police Chief	n/a
Fred Prime	Chair	Resident	2/1/2026
Pam Shermeyer	Secretary	Resident	2/1/2025
Dan Sugg	Member	Business	2/1/2026

The LVDDA activities are supported by the following City of Lathrup Village staff:

DDA Staff	Title
Susie Stec	Director- DDA/Community & Economic Development
Brittany Dorsey	Manager - DDA and Special Events
Pam Bratschi	Treasurer

In 2023, the LVDDA Board of Directors had eight (8) regular meetings, two (2) special meetings, one (1) regular meeting that was treated as a workshop due to lack of quorum, and formally canceled two (2) meetings. *See Appendix A* for a complete meeting schedule and attendance roster.

The LVDDA runs on a June/July fiscal year, which mirrors that of the City of Lathrup Village. Therefore, LVDDA’s budgeted revenues, expenses, and fund balances for Fiscal Years 2023/24 and 2022/23 are shown below.

	Original Budgeted Revenues	Actual Revenues	Original Budgeted Expenses	Actual Expenses	Fund Balance
FY 23/24**	\$437,364	\$53,531	\$932,790	\$193,685	\$1,284,694
FY 22/23	\$377,726	\$489,396	\$828,911	\$293,531	\$1,417,080

**As of 12/31/23

Synopsis of LVDDA Activities, Accomplishments, & Events

Many of the challenges which began at the end of 2021 persisted into 2023 for both the city and DDA. A City Administrator was hired in July 2022 and resigned in June the following year. Similarly, a Code Enforcement Officer was hired and then left six months later for a new position. Lastly, the Treasurer for the city and DDA retired at the end of December with 23 years of service to the community. While both the City Administrator and Code Enforcement Officer positions have since been filled (December 2023 and July 2023, respectively), the Treasurer remains open.

Despite the turnover in staffing, LVDDA continues to make progress implementing various elements the Development and TIFA Plan. This includes continued investment in the physical infrastructure of the district, advocate to the Road Commission for Oakland County (RCOC) for improved pedestrian amenities, fund district-wide façade improvement & sign grant programs and implement initiatives to support the business which comprise the district.

LVDDA organized and implemented standing events/programs such as a Spring Planting Party, Southfield Road Corridor Cleanups,



Juneteenth: Unity in the Community, and Boys 2 Men Youth Mentoring partnership with the City. LVDDA also planned and implemented new programs including a DEI Panel Discussion, free workshop series in partnership with Oak Park, Southfield, Southfield Area Chamber of Commerce, and Main Street Oakland County, and the very successful Lathrup Village Music Festival.

Accomplishments

Informational Meetings

Per the requirements set forth in PA 57 of 2018, LVDDA held informational meetings on April 21st and November 1st. Approximately two dozen individuals attended these meetings. These meetings were held in-person. *See Appendix B for the FY23 PA57 Annual Report* required by the state.



Tri-City Workshops

LVDDA partnered with Oak Park, Southfield, Southfield Area Chamber of Commerce, and Main Street Oakland County to offer free quarterly learning opportunities to the businesses in our communities. Workshops covered topics related to small businesses financing, marketing, and holiday mixer.



Streetscaping Projects



Held planting parties for the hanging baskets, flowerpots around City Hall, and worked with local business Hortulus Gardens to maintain the flowerbeds.

Infrastructure Improvements

Since its inception in 1998, LVDDA has been building its fund balance in order to have matching funds for the eventual reconstruction of Southfield Road. While that project still remains unfunded, the board of directors has made a concerted effort to invest in physical improvements to the district.



- Sidewalk Replacement Program - LVDDA is funding the Sidewalk Replacement Program in the Downtown District over the course of three (3) years.
 - In 2022, LVDDA invested \$40,670 for the replacement of 4,652 lineal feet of sidewalk along 11 Mile Road.
 - The 3-year investment total was \$365,832 for the replacement of 40,694 sft.
- LVDDA had an Alley Assessment completed in order to prepare a 5-year plan for the improvement and maintenance of the alleys and

approaches.

- In 2023, six (6) alley approaches & two (2) alleys were replaced.

- RCOC gave LVDDA the go-ahead to install a HAWK pedestrian signal south of I-696. HRC was engaged to complete the traffic design and engineering work necessary and submitted a grant application for its construction. LVDDA was awarded an MDOT Safety Grant in the amount of \$291,680. Installation is expected in late 2024/early 2025.
- LVDDA successfully advocated for the installation of two (2) additional pedestrian crossings as part of RCOC’s planned resurfacing work in 2024. This represents a huge step forward in increase pedestrian safety, accessibility, and connectivity in the commercial district and community as a whole.



Events & Promotional Campaigns

Lathrup Village Music Festival



LVDDA partnered with residents to host the first Lathrup Village Music Festival in September. This was a hyper-local event that featured local musicians, food vendors including Lathrup Village-based food trucks 44 Burrito and Wetzels Pretzels, Lathrup Village businesses and resident – makers. Over 500 people – a mix of residents and regional visitors – attended the well-received event.



Southfield Road Corridor Clean-Up

LVDDA “adopted” Southfield Road two years ago and continues to hold corridor clean-ups in June, July, and October. These clean-ups typically have two dozen volunteers – a mix of residents and volunteers.

Juneteenth Celebration: Unity in the Community

LVDDA hosted the 3rd Annual Juneteenth Celebration: Unity in the Community. on June 17, 2023. The day was planned in collaboration with the Juneteenth Task Force and Promotions Committee. The celebration included an array of activities including a storyteller, hustle instructor, live music, kids activities, vendors and artists.



Adopt-A-Senior/Boys 2 Men Partnership

LVDDA partnered with Lathrup Village non-profit Boys 2 Men on an initiative to provide participating youth with job opportunities and life skills. These young men performed light yard work and clean-up activities for residents in the Police Department’s Adopt-A-Senior Program. They also helped LVDDA maintain our flowerbeds, hanging baskets, and much more.

Appendix A – 2023 DDA Board of Directors Attendance

DDA Board Meeting Attendance

	Felton	Ford	Garrett	Jones	Lovins	McKee	Montenegro	Prime	Shermeyer	Sugg
1/20/2023	na	x	x	x	x	x	na	e	x	e
2/17/2023	na	canceled	canceled	canceled	canceled	canceled	canceled	canceled	canceled	canceled
3/17/2023	na	x	x	x	x	na	x	x	x	x
4/21/2023	na	x	x	x	x	na	x	e	e	e
5/19/2023	na	x	e	x	x	na	x	x	x	x
6/16/2023	na	e	e	x	x	na	x	x	x	x
6/29/2023	e	x	x	x	x	x	na	x	x	x
7/21/2023	x	x	e	x	e	e	na	e	x	x
8/22/2023	x	x	x	x	x	x	na	x	x	x
9/15/2023	e	x	x	x	e	e	na	A	x	x
10/20/2023	x	x	e	e	e	x	na	e	x	x
11/17/2023	canceled	canceled	canceled	canceled	canceled	canceled	na	canceled	canceled	canceled
12/15/2023	e	e	e	e	e	x	na	x	x	x

x - present
 e - excused
 na - not applicable
 a - absent

Annual Report on Status of Tax Increment Financing Plan

Send completed form to: Treas-StateSharePropTaxes@michigan.gov	City of Lathrup Village	TIF Plan Name	For Fiscal Years ending in
Issued pursuant to 2018 PA 57, MCL 125.4911 Filing is required within 180 days of end of authority's fiscal year ending in 2022. MCL 125.4911(2)	Downtown Development Authority	Development Plan and Tax Increment Financing Plan	2023
Year AUTHORITY (not TIF plan) was created:	1998		
Year TIF plan was created or last amended to extend its duration:	2011		
Current TIF plan scheduled expiration date:	1/24/2040		
Did TIF plan expire in FY22?	No		
Year of first tax increment revenue capture:	1998		
Does the authority capture taxes from local or intermediate school districts, or capture the state education tax? Yes or no?	No		
If yes, authorization for capturing school tax:			
Year school tax capture is scheduled to expire:			

Revenue:	Tax Increment Revenue	\$	453,978
	Property taxes - from DDA millage only	\$	27,490
	Interest	\$	39,300
	State reimbursement for PPT loss (Forms 5176 and 4650)	\$	-
	Other income (grants, fees, donations, etc.)	\$	22,364
	Total	\$	543,132

Tax Increment Revenues Received	Revenue Captured	Millage Rate Captured
From counties	\$ 62,970	4.3117
From cities	\$ 341,386	23.3748
From townships	\$ -	
From villages	\$ -	
From libraries (if levied separately)	\$ -	
From community colleges	\$ 21,747	1.4891
From regional authorities (type name in next cell)	SOCORA/Refuse \$ 38,470	2.6341
From regional authorities (type name in next cell)	HCMA \$ 3,022	0.2070
From regional authorities (type name in next cell)	Oakland Transit \$ 13,873	0.9500
From local school districts-operating	\$ -	
From local school districts-debt	\$ -	
From intermediate school districts	\$ -	
From State Education Tax (SET)	\$ -	
From state share of IFT and other specific taxes (school taxes)	\$ -	
Total	\$ 481,468	

Expenditures	Salaries (FT/PT, Taxes & Benefits)	\$	220,629
	Office Supplies	\$	507
	Auditing & Accounting	\$	800
	Training/Memberships	\$	8,575
	Main Street Program	\$	5,524
	Streetscaping	\$	9,047
	Planning/Consulting Fees	\$	15,497
	Printing/Publication Costs	\$	972
	Repairs & Maintenance	\$	335,203
	Miscellaneous Expenditures	\$	1,007
	Depreciation Infrastructure	\$	29,714
Transfers to other municipal fund (list fund name)		\$	-
Transfers to other municipal fund (list fund name)		\$	-
	Transfers to General Fund	\$	-
	Total	\$	627,474

Total outstanding non-bonded indebtedness	Principal	\$	-
	Interest	\$	-
Total outstanding bonded indebtedness	Principal	\$	-
	Interest	\$	-
	Total	\$	-

Bond Reserve Fund Balance	\$	-
Unencumbered Fund Balance	\$	1,284,694
Encumbered Fund Balance	\$	-

PROPERTY CATEGORY	Current Taxable Value	Initial (base year) Assessed Value	Captured Value	Overall Tax rates captured by TIF plan	
				TIF Revenue	
Ad valorem PRE Real	\$ 1,942,620	\$ 753,682	\$ 1,188,938	32.9667000	\$39,195.36
Ad valorem non-PRE Real	\$ 30,701,780	\$ 15,468,843	\$ 15,232,937	32.9667000	\$502,179.66
Ad valorem industrial personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem commercial personal	\$ 1,796,980	\$ 3,613,750	\$ (1,816,770)	32.9667000	(\$59,892.91)
Ad valorem utility personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
Ad valorem other personal	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 0% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 50% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility real property, 100% SET exemption	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property on industrial class land	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property on commercial class land	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT New Facility personal property, all other	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Facility Tax New Facility	\$ -	\$ -	\$ -	0.0000000	\$0.00
IFT Replacement Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Facility Tax Restored Facility (frozen values)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Commercial Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Neighborhood Enterprise Zone Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Obsolete Property Rehabilitation Act	\$ -	\$ -	\$ -	0.0000000	\$0.00
Eligible Tax Reverted Property (Land Bank Sale)	\$ -	\$ -	\$ -	0.0000000	\$0.00
Exempt (from all property tax) Real Property	\$ -	\$ -	\$ -	0.0000000	\$0.00
Total Captured Value		\$ 19,836,275	\$ 14,605,105	Total TIF Revenue	\$481,482.12



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

To: DDA Board of Directors
 From: Susie Stec, Director – Community & Economic Development /DDA Director
 RE: Municipal Park Renovation – Project Update
 Date: January 18, 2024

As has been previously discussed, our collaborative application with Main Street Oakland County (MSOC) and 12 other DDAs for RAP 2.0 grant funding was unsuccessful. While this was certainly disappointing news for all involved, MSOC staff has been steadfast in their commitment to obtain approval from the Board of Commissioners to allocate ARPA funds in an alternative way. MSOC proposed a 40/60 split in which Oakland County will contribute 40% of the total project cost, leaving each participating community to cover the remaining 60%. Attached is the information MSOC presented to the Board of Commissioners. Ultimately, the Board of Commissioners agreed to the 40/60 and increased the total allocated ARPA funds to nearly \$5M.

While this is certainly great news from the county, it also has a significant impact on the overall funding of the project. Below is a snapshot of the original budget for the project.

Original Total Project Cost	\$838,342	Original Matching Funds	\$429,586
Estimated Landscaping	\$29,284	DDA	\$100,000
Estimated Parking Lot Reconstruction	\$386,355	City	\$100,000
Play Structure Estimate	\$422,703	Crowdfunding Goal	\$20,000
		MSOC - Original	\$209,586
		RAP 2.0 Grant Funding	\$419,171

Utilizing the 40/60 split with MSOC, it will be necessary to revise the overall project scope and secure additional outside funding sources to implement all elements of the Municipal Park Renovation. The city engineer has already provided a revised estimate of \$357,617 and a preliminary discussion has been had regarding an in-kind service donation.

A discussion has yet to occur with Snider Recreation, but a meeting has been requested. This is an area where we will be able to achieve some savings since the original quote was for all the bells and whistles. The goal remains to be a fully accessible play structure.

Lastly, additional thought will have to go into the landscaping surrounding City Hall. It would be wonderful to involve the numerous Master Gardeners that reside in the city. One idea to consider is “Adopt-A-Plots” in which residents may adopt a defined segment of the flowerbeds and it would be their responsibility to plant and maintain. This idea needs refinement, but this may be another excellent area in which savings may be achieved.

In terms of additional funding, a grant was submitted earlier this week for the GM Match on Main program. Funding awards will be announced in early 2024. If successful, this is a \$50,000 placemaking grant. Another grant for which the DDA will be submitting is the T-Mobile Hometown Grant; this, too, is a \$50,000 grant for placemaking. This grant accepts applications and makes awards each quarter.

Revised Project Cost	\$809,604
Estimated Landscaping	\$29,284
Estimated Parking Lot Reconstruction	357,617
Play Structure Estimate	\$422,703

Revised Matching Funds	\$526,803
DDA	\$100,000
City	\$100,000
Crowdfunding Goal	\$20,000
MSOC - Current	\$301,803
In-Kind Professional Services	\$5,000
CURRENT FUNDING GAP	\$282,801
?T-Mobile Hometown Grant	\$50,000
?GM Match on Main	\$50,000
Potential Funding Gap	\$182,801



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

To: DDA Board of Directors
 From: Susie Stec, Director – Community & Economic Development /DDA Director
 RE: 2024 DDA Board of Directors Calendar of Meetings
 Date: January 18, 2024

Below are the proposed 2024 DDA Board of Directors Calendar of Meetings. Meetings will remain on the 3rd Friday of each month at 12 Noon.

Board of Directors 3rd Friday at 12 Noon	
January	22
February	16
March	15
April	19
May	17
June	21
July	21
August	16
September	20
October	18
November	15
December	20

Suggested Motion: To adopt the proposed 2024 Calendar of Dates for the DDA Board of Directors.



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

MEMORANDUM

To: DDA Board of Directors
From: Susie Stec, DDA Director
Date: January 17, 2024
RE: 2024 Alleyway & Approach Recommendation

The DDA Board of Directors was expected to make a decision regarding the 2024 Alley & Approach work; unfortunately, there was no quorum to take official action. The city's engineer was present, and the board members present asked that he presents the recommendation. A discussion was held regarding the work accomplished over the past few years and the desire to continue to make improvements. The consensus by those in attendance was to move two alleys forward into proposed 2025 work. Attached is the updated spreadsheet and map pages for reference.

Additionally, since the December meeting, bid documents for the proposed 2024 Alley & Approach work has been released with final bids due on February 8th. A recommendation for a contract award will be made at the February 16th DDA Board of Directors meeting.

The remainder of this memo was previously in the December 15, 2023 agenda packet.

The Alley & Approach program is a 5-year plan which began implementation in 2021. To date, the following work has been completed in the first 3 years of the program: 3 alleyways and 15 approaches, for a total investment of \$318,689. DDA paving work has been included in the city's paving bids which has allowed the DDA to take advantage of economies of scale. This has resulted in our being under budget for each program year and represents a savings of approximately 30%. The total budgeted amount for these same program years was \$448,830. This may be seen in the attached spreadsheet.

In discussing proposed improvements for 2024, the city engineer recommending focusing our efforts south of I-696 to avoid the planned Southfield Road repaving work between 11 & 12 Mile Roads which is being completed by RCOC. The city engineer recommended to improve 1 complete alleyway (including both adjacent approaches), 2 alleyways with 1 adjoining approach each, and 1 additional approach. These



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

are identified in orange of the attached map. The proposed alleyways and approached all have PASER ratings of 1 – 3.

TOTAL ESTIMATED COST for 2024 Proposed Work: \$296,704

Suggested motion: To adopt the 2024 DDA Alley & Approach Recommendation as presented.

CITY OF LATHRUP VILLAGE ALLEY NETWORK 12/12/2023

EXISTING CONDITIONS (2021)													PROPOSED 5 YEAR PLAN																																		
													COMPLETED 2021 (AS-CONSTRUCTED COST)			COMPLETED 2022 (AS-CONSTRUCTED COST)			PROPOSED 2023 (AS-CONSTRUCTED COST)			PROPOSED 2024			PROPOSED 2025			PROPOSED 2026 / REMAINING																			
CITY QUADRANT	ALLEY NO.	SURFACE MATERIAL	PASER RATING	LENGTH (FT)	WIDTH (FT)	SQUARE FEET (SFT)	COST / SFT	REPAIR COST	CONDITION	REPAIR COST	CONDITION	REPAIR COST	TOTAL COST	ALLEY	SOUTH APPROACH	NORTH APPROACH	ALLEY	SOUTH APPROACH	NORTH APPROACH	ALLEY	SOUTH APPROACH	NORTH APPROACH	ALLEY	SOUTH APPROACH	NORTH APPROACH	ALLEY	SOUTH APPROACH	NORTH APPROACH	ALLEY	SOUTH APPROACH	NORTH APPROACH																
1	1	Asphalt	2	270	20	5,400	\$16.52	\$89,208	GOOD	\$0	FAIR	\$11,565	\$100,773																					Discount Tire Alley													
1	2	Asphalt	1	290	18	5,220	\$16.52	\$86,234	POOR	\$11,565	POOR	\$11,565	\$109,364		\$7,480	\$8,104																			Moved from 2026 to 2025												
1	3	Asphalt	1	290	18	5,220	\$16.52	\$86,234	POOR	\$11,565	POOR	\$11,565	\$109,364				\$37,805	\$5,206	\$14,486																												
1	4	Asphalt	2	310	16	4,960	\$16.52	\$81,939	POOR	\$11,565	POOR	\$11,565	\$105,069					\$7,136																													
1	5	Asphalt	2-5	320	15	4,800	\$12.00	\$57,600	POOR	\$11,565	POOR	\$11,565	\$80,730																																		
1	6	Asphalt	2	320	16	5,120	\$16.52	\$84,582	POOR	\$11,565	POOR	\$11,565	\$107,712																						Moved from 2026 to 2025												
1	7	Concrete	9	320	17	5,440	\$0.00	\$0	GOOD	\$0	GOOD	\$0	\$0																						No work required												
1	8	Concrete	9	320	18	5,760	\$0.00	\$0	GOOD	\$0	GOOD	\$0	\$0																						No work required												
1	9	Asphalt	2-5	274	20	5,480	\$12.00	\$65,760	GOOD	\$0	FAIR	\$11,565	\$77,325																																		
2	1	Asphalt	1	320	20	6,400	\$16.52	\$105,728	POOR	\$11,565	POOR	\$11,565	\$128,858																																		
2	2	Asphalt	3	300	20	6,000	\$16.52	\$99,120	POOR	\$11,565	POOR	\$11,565	\$122,250					\$16,595																													
2	3	Concrete	8	100	18	1,800	\$0.00	\$0	N/A	\$0	GOOD	\$0	\$0																						No work required												
2	4	Gravel	Fair	104	13	1,352	\$0.00	\$0	N/A	\$0	FAIR		\$0																						No work required												
2	5	Asphalt	4	480	18	8,640	\$7.48	\$64,627	FAIR	\$11,565	GOOD	\$0	\$76,192																																		
3	1	Asphalt	1	280	22	6,160	\$16.52	\$101,763	POOR	\$11,565	POOR	\$11,565	\$124,893																																		
3	2	Asphalt	1	260	16	4,160	\$16.52	\$68,723	FAIR	\$11,565	FAIR	\$11,565	\$91,853																																		
3	3	Asphalt	2	100	19	1,900	\$16.52	\$31,388	POOR	\$11,565	N/A	\$0	\$42,953																																		
3	4	Gravel	Poor	102	19	1,938	\$0.00	\$0	N/A	\$0	NEW	\$0	\$0																						No work required												
3	5	Asphalt	5	70	22	1,540	\$7.48	\$11,519	N/A	\$0	GOOD	\$0	\$11,519																																		
4	1	Asphalt	7	290	15	4,350	\$0.00	\$0	POOR	\$11,565	POOR	\$11,565	\$23,130	\$0	\$0	\$0																			No work required / owner paid for												
4	2	Asphalt	1-4	360	15	5,400	\$12.00	\$64,800	POOR	\$11,565	POOR	\$0	\$76,365																							Precise MRI did approach and part of alley											
4	3	Asphalt	6	240	20	4,800	\$0.00	\$0	N/A	\$0	GOOD	\$0	\$0																						No work required												
4	4	Asphalt	7	186	18	3,348	\$0.00	\$0	N/A	\$0	GOOD	\$0	\$0																						No work required												
4	5	Asphalt	2	318	18	5,724	\$16.52	\$94,560	POOR	\$11,565	POOR	\$11,565	\$117,690																																		
4	6	Asphalt	1	318	18	5,724	\$16.52	\$94,560	POOR	\$11,565	POOR	\$11,565	\$117,690																																		
4	7	Asphalt	7	320	18	5,760	\$0.00	\$0	GOOD	\$0	GOOD	\$0	\$0																						No work required												
4	8	Asphalt	7	300	18	5,400	\$0.00	\$0	GOOD	\$0	N/A	\$0	\$0																						No work required												
4	9	Asphalt	2	170	18	3,060	\$16.52	\$50,551	N/A	\$0	N/A	\$0	\$50,551																																		
SUB TOTAL													\$0	\$7,480	\$14,415	\$37,805	\$39,315	\$29,437	\$19,152	\$102,601	\$25,263	\$238,879	\$34,695	\$23,130	\$310,355	\$11,565	\$23,130	\$514,308	\$23,130	\$23,130																\$1,477,790	
													\$21,895			\$106,557			\$147,016			\$296,704			\$345,050			\$560,568																		\$1,477,790	
TOTAL ESTIMATE COST - ALLEY REPAIRS													BUDGET			BUDGET			BUDGET			BUDGET			BUDGET			BUDGET																	\$1,651,154		
													BUDGET			BUDGET			BUDGET			BUDGET			BUDGET			BUDGET																			
SUBTOTAL AS- CONSTRUCTED													BUDGET			BUDGET			BUDGET			BUDGET			BUDGET			BUDGET																			
ENGINEERING													BUDGET			BUDGET			BUDGET			BUDGET			BUDGET			BUDGET																			
TOTAL CONSTRUCTION COST													BUDGET			BUDGET			BUDGET			BUDGET			BUDGET			BUDGET																			



Engineers
 Surveyors
 Planners
 Landscape Architects

1025 East Maple Road
 Suite 100
 Birmingham, MI 48009
 p (248) 852-3100
 f (313) 962-5068
 www.giffelswebster.com

Executive: S.A.R.
 Manager: S.A.R.
 Designer: A.J.K.
 Quality Control: S.A.R.



Know what's below.
 Call before you dig.

DATE:	ISSUE:

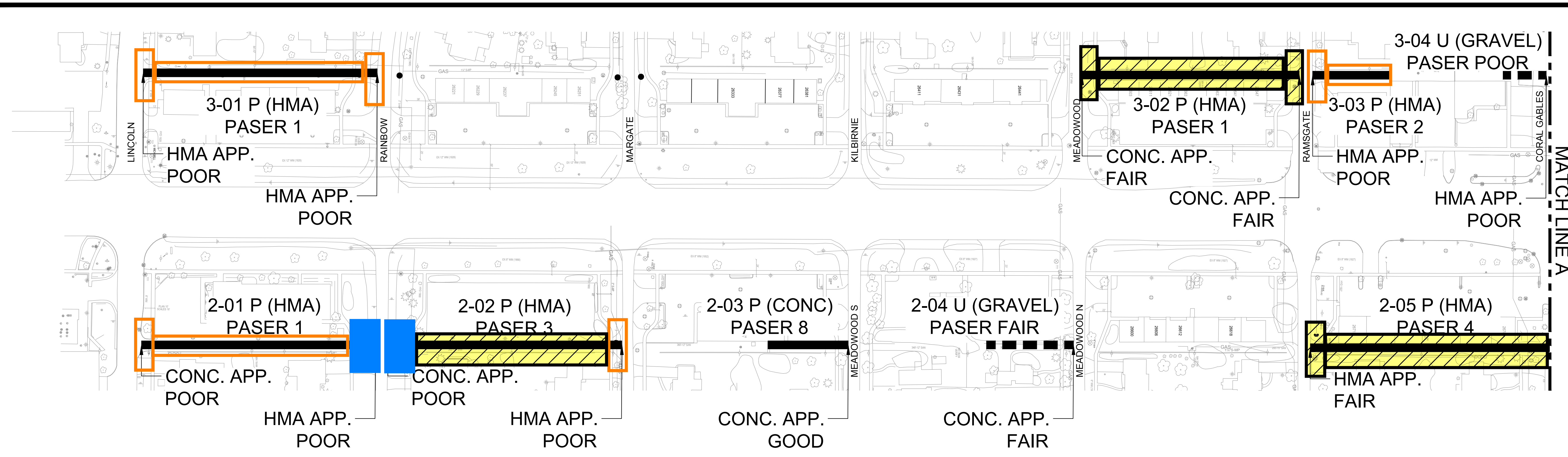
Developed For:
CITY OF LATHRUP VILLAGE
 27400 SOUTHFIELD ROAD
 LATHRUP VILLAGE, MI 48076
 (248) 557-2600

ALLEY ASSESSEMENT (1 OF 2)

CITY OF LATHRUP VILLAGE
 OAKLAND COUNTY
 MICHIGAN

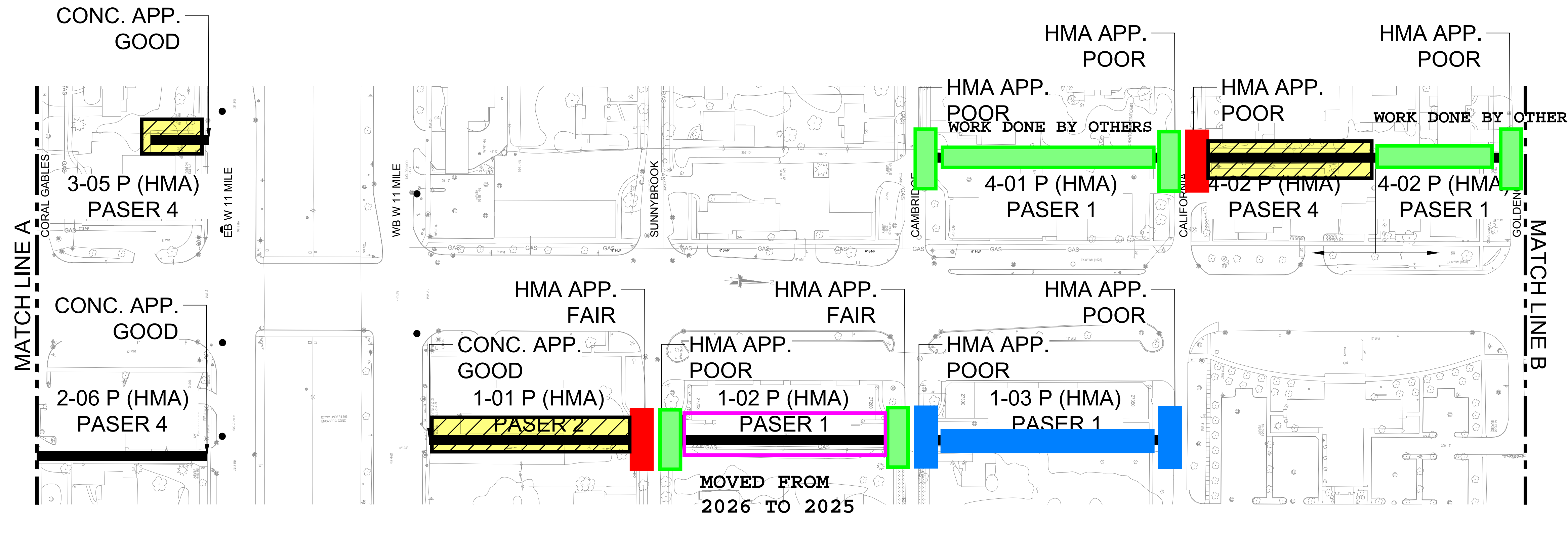
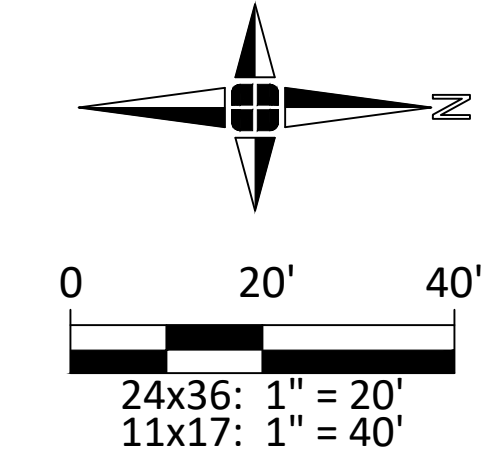
Date: 5.18.21
 Scale: AS SHOWN
 Sheet: 1 of 2
 Project: 18736.21

Copyright © 2021 Giffels Webster.
 No reproduction shall be made without the prior written consent of Giffels Webster.



KEY: X-XX P/U
 PAVED OR UNIMPROVED
 ALLEY NUMBER

1 = NORTH OF 11 MILE AND EAST OF SOUTHFIELD
 2 = SOUTH OF 11 MILE AND EAST OF SOUTHFIELD
 3 = SOUTH OF 11 MILE AND WEST OF SOUTHFIELD
 4 = NORTH OF 11 MILE AND WEST OF SOUTHFIELD



- █ 2021 (COMPLETED)
- █ 2022 (COMPLETED)
- █ 2023 (COMPLETED)
- █ 2024
- █ 2025
- █ NOT YET SCHEDULED

PROPOSED 5-YR CIP

H:\15158001\15860.21 2021 Road Bond Paving Project\Drawing Files\Engineering\Lathrup Base 2021.dwg



Engineers
 Surveyors
 Planners
 Landscape Architects

1025 East Maple Road
 Suite 100
 Birmingham, MI 48009
 p (248) 852-3100
 f (313) 962-5068
 www.giffelswebster.com

Executive: S.A.R.
 Manager: S.A.R.
 Designer: A.J.K.
 Quality Control: S.A.R.



Know what's below.
 Call before you dig.

DATE:	ISSUE:

Developed For:
CITY OF LATHRUP VILLAGE
 27400 SOUTHFIELD ROAD
 LATHRUP VILLAGE, MI 48076
 (248) 557-2600

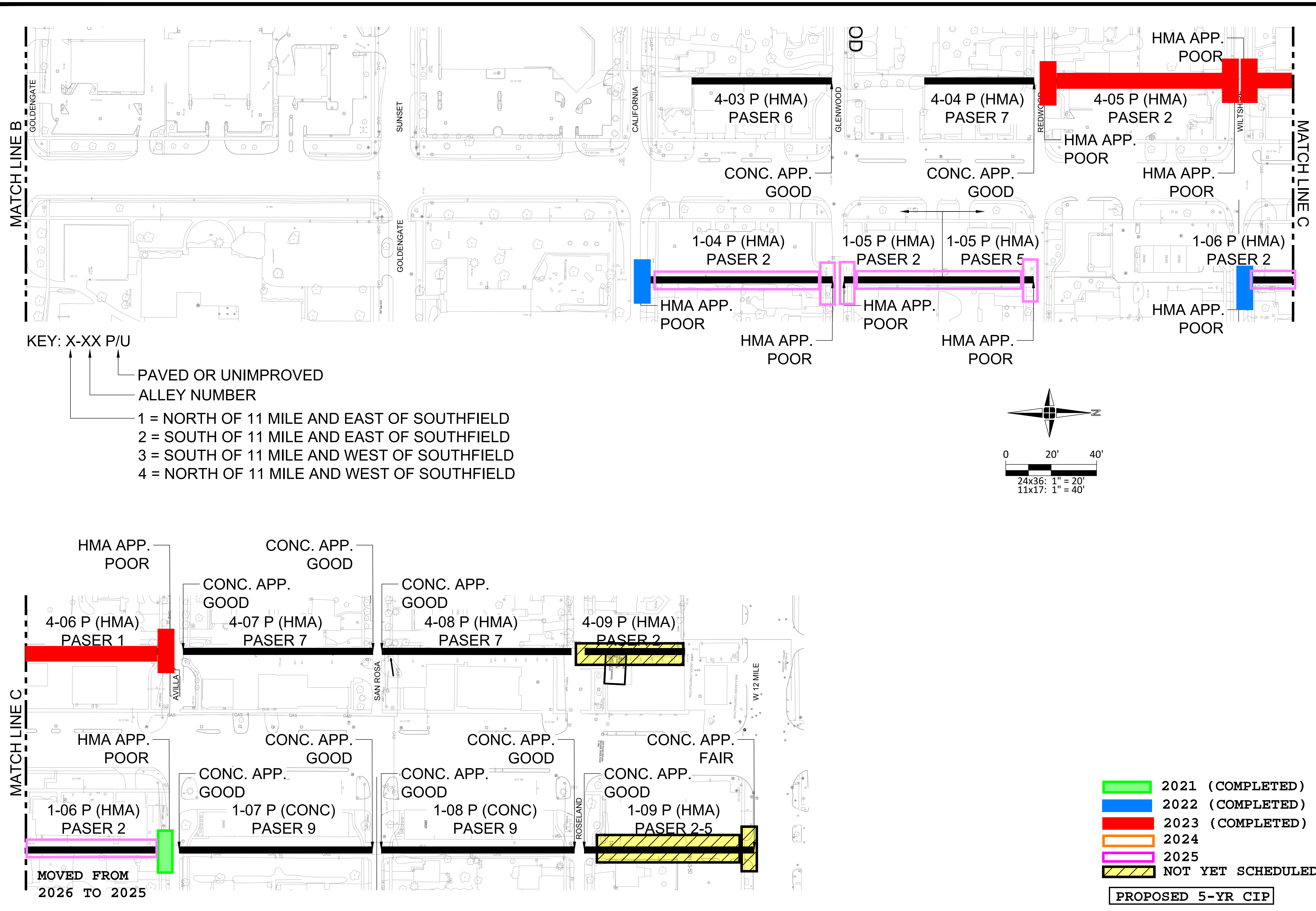
ALLEY ASSESSMENT (2 OF 2)

CITY OF LATHRUP VILLAGE
 OAKLAND COUNTY
 MICHIGAN

Date: 5.18.21
 Scale: AS SHOWN
 Sheet: 2 of 2
 Project: 18736.21

Copyright © 2021 Giffels Webster.
 No reproduction shall be made without the prior written consent of Giffels Webster.

Revised 01/08/2024



H:\1515800\15860\21 2021 Road Bord Paving Project\Drawing Files\Engineering\Lathrup Base 2021.dwg



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

To: DDA Board of Directors
 From: Susie Stec, Director – Community & Economic Development /DDA Director
 RE: 2023 Main Street Now Conference
 Date: January 18, 2024

Annually LVDDA staff attends the National Main Street Conference. This year the conference is being held in Birmingham, AL from May 6th – 8th. This conference provides high quality training and education directly related to LVDDA activities. Below is the estimated breakdown of costs to send the DDA Director to the conference. In past years, as part of our involvement in Main Street Oakland County (MSOC), we were provided with one (1) free conference registration. This benefit has not yet been confirmed, so the cost of registration is included in the estimated cost below.

Registration (1, early bird)	\$465
Flight (1 ticket, round-trip)	\$547
Hotel (1 room, 4 nights, Sun – Wed)	\$1,073
Per Diem allowance (\$55/day)	\$220
Estimated TOTAL	\$2,305

There are sufficient funds for one (1) board member to attend. The board should discuss who, if anyone, would like to attend and to what extent expenses will be covered for that individual. The estimated cost for a board member to attend is \$1,819 (flight, hotel & registration).

Suggested Motion: To authorize the DDA Director to proceed with registering and making travel arrangements for the 2024 National Main Street Conference in Birmingham, AL.